

Policy for the **responsible use of artificial intelligence** in the Tasmanian Government

Part 1 - Policy

July 2026 | Version 1.0

Introduction

The Tasmanian Government supports the use of AI in service delivery, provided risks are managed to an acceptable level.

AI is developing rapidly. Within the Tasmanian Government, it can support innovation, boost productivity, improve accuracy, strengthen analysis, and enhance service delivery.

AI also carries risks, including bias, inaccuracy, lack of transparency, privacy concerns, intellectual property issues, data sovereignty, poorly controlled AI agents, and the creation of harmful or false content. This policy promotes safe and consistent practices to manage these risks.

This policy does not set the strategic framework or priorities for AI use across the Tasmanian State Service. These will be developed through other processes.

Instead, this policy establishes a consistent 'baseline' approach to the use of AI by the Tasmanian Government, so that agencies can harness its benefits, while ensuring its use is **ethical**, **responsible**, and **safe**. This is essential for public trust in government use of AI.

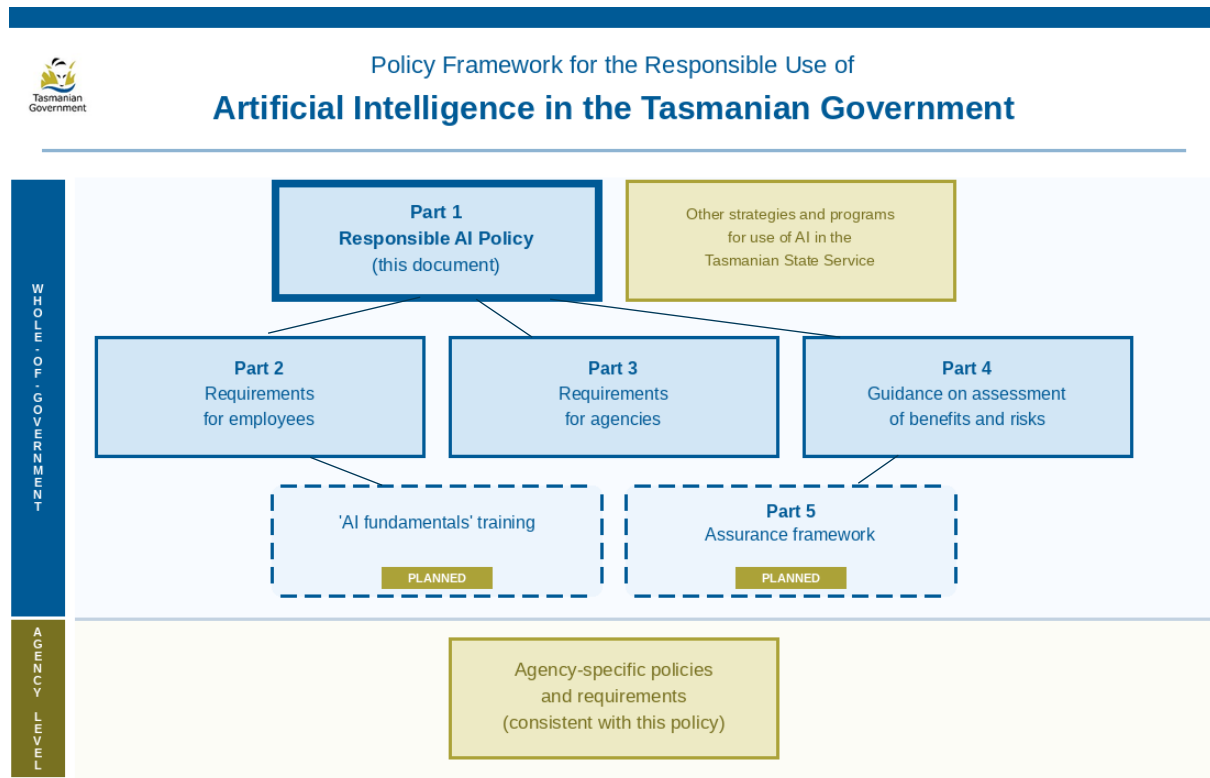
The policy is part of the Tasmanian Government's AI Roadmap. It guides how employees and agencies should use AI and supports national frameworks agreed by Data and Digital Ministers. These include [Australia's AI Ethics Principles \(2019\)](#) and the [National framework for the assurance of artificial intelligence in government \(2024\)](#).

For AI procurements, compliance with this policy will be mandatory under [Treasurer's Instruction PF-2: 'Procurement Framework – Policies Impacting on Procurement: All Procurement](#).

Each agency is responsible for overseeing, assuring, and implementing this policy. Agencies must adapt and maintain their own policies and procedures so they remain consistent with this framework.

Elements

The policy framework is set out here:



Parts 2 and 3 set out principles, mandatory requirements, and recommended actions for Tasmanian Government agencies and employees. These guide decision-making and support alignment across government.

Part 4 provides an optional framework and common terms for assessing the benefits and risks of AI. While using Part 4 is optional, agencies are still required to carry out their own risk assessments in accordance with Parts 1–3 of this policy. Agencies may adopt the approach to rating risks for AI tools, as outlined in this Part, or adopt an equivalent approach using their agency’s existing risk framework. Additional guidance on assessing AI benefits and risks will be included in Part 5 – Assurance framework (planned).

Scope and application

This policy applies to all AI used within the Tasmanian State Service, including:

- use of generative AI tools, even when part of standard commercial products
- use of AI in commercial products in new or tailored ways (excluding configuration)
- AI developed or trained for specific purposes, by agencies or external vendors.

Agencies may create their own detailed AI policies and strategies, consistent with this policy. If they do not, this policy applies. This policy operates within the Tasmanian [Protective Security Policy Framework](#) and does not override other security or legislative requirements. Government Business Enterprises are not bound by this policy, are but encouraged to adopt it.

This policy was approved by the Secretaries Board on 30 July 2026, and will take effect following notation by Cabinet [note: policy expected to be noted by Cabinet at their 29 September 2026 meeting and policy will be updated to reflect this at that time].

Given the rapid development of AI, this policy will be updated as needed.

Compliance

The Accountable Officer (see Part 3) will support their agency to comply with the following requirements under this policy:

Part 2 – Requirements for employees

Within twelve months of this policy coming into effect, employees and their managers can demonstrate, as relevant to their role, that they:

- ✓ understand the requirements for using AI in an **accountable, explainable** and **transparent** way
- ✓ understand the requirements for protecting **privacy** and safeguarding **public sector information** when using AI
- ✓ understand the requirements for **fairness** and **human rights** when using AI
- ✓ understand the requirements for **reliability** and **safety** when using AI
- ✓ understand the **legal requirements** that apply when using AI
- ✓ have completed the appropriate **AI training and skills development**, relevant to their role, when this training is available.

Part 3 – Requirements for agencies

The agency:

- ✓ can demonstrate that it does not use AI tools to make **final decisions**
- ✓ has **allocated responsibility** for implementing this policy within six months of its commencement
- ✓ has published a short **transparency statement** on its public facing website explaining its approach to adopting and using AI within six months of this policy taking effect
- ✓ has reviewed its AI transparency statement annually and updated as needed
- ✓ has provided brief summaries of any AI projects, systems, or uses classed as Mid-Range Risk or higher to the Data and Digital Committee (DDC), for inclusion in an **AI Register**, within six months of this policy taking effect
- ✓ has reviewed its reporting to the AI Register annually and updated as needed
- ✓ has set **risk tolerances** for its use of AI that align with its risk-management policy
- ✓ ensures that employees who develop, deploy or operate AI systems have the appropriate **training, skills and support**
- ✓ provides clear guidance to employees on **which AI systems and tools are authorised** for official use

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- ✓ has consulted the Office of the Crown Solicitor on any mandatory requirements for **procurement and contracting** of AI, including where AI is used by suppliers, consultants or contractors.

Review

The Data and Digital Committee will review this policy at least once a year. Specific parts may be updated more often as needed.

What is AI?¹

AI systems use machine-based processes to analyse inputs and generate outputs such as predictions, recommendations, or decisions. AI can be classified by its underlying technology or application.

Generative AI learns patterns and relationships from the information it is trained on, and uses that knowledge to predict plausible material in response to ‘prompts’ (requests) from users.

Generative AI is currently the most widely used form of AI in the Tasmanian Government. It creates new content such as text, images, audio, or code. Its effectiveness depends on prompt quality, algorithms, and training data.

Generative AI can assist employees in the Tasmanian State Service by ‘automating well-defined and highly repetitive tasks, allowing them to then spend more time on the more complex aspects of their jobs’.²

Generative AI can also ‘augment and assist workers to complete more complex tasks’ such as suggesting step-by-step problem-solving instructions or guiding workers through new skills and new ways of approaching problems.³

A key feature of many AI systems is **machine learning**—the ability to improve performance based on previous actions. While this increases capability, it also raises challenges for transparency, explainability, accountability, and identifying errors or bias.

Agentic AI involves systems that act to achieve goals with limited human supervision, such as automated trading or autonomous vehicles. In government, AI must not replace final human judgement in making decisions.

Resources

Australian Government, Digital Transformation Agency – [Artificial Intelligence \(AI\) Model Clauses](#), 2019, Version 2.0.

Australian Government, Department of Finance - [National framework for the assurance of artificial intelligence in government](#), June 2024.

Australian Government, Digital Transformation Agency - [Standard for AI transparency statements](#), 2024, Version 1.1.

New South Wales Government, Digital NSW - [NSW Artificial Intelligence Assessment Framework](#), July 2024.

Australian Government, Department of Industry, Science and Resources – [National AI Plan](#), 2025.

Appendix A

Australia's AI Ethics Principles⁴

Human, social and environmental wellbeing

Throughout their lifecycle, AI systems should benefit individuals, society and the environment.



Human-centred values

Throughout their lifecycle, AI systems should respect human rights, diversity, and the autonomy of individuals.



Fairness

Throughout their lifecycle, AI systems should be inclusive and accessible and should not involve or result in unfair discrimination against individuals, communities or groups.



Privacy protection and security

Throughout their lifecycle, AI systems should respect and uphold privacy rights and data protection and ensure the security of data.



Reliability and safety

Throughout their lifecycle, AI systems should reliably operate in accordance with their intended purpose.



Transparency and explainability

There should be transparency and responsible disclosure so people can understand when they are being significantly impacted by AI, and can find out when an AI system is engaging with them.



Contestability

When an AI system significantly impacts a person, community, group or environment, there should be a timely process to allow people to challenge the use or outcomes of the AI system.



Accountability

Those responsible for the different phases of the AI system lifecycle should be identifiable and accountable for the outcomes of the AI systems, and human oversight of AI systems should be enabled.



References

¹ OECD (2024). 'Explanatory memorandum on the updated OECD definition of an AI system', accessed 18 September 2025 at https://www.oecd.org/en/publications/explanatory-memorandum-on-the-updated-oecd-definition-of-an-ai-system_623da898-en.html

² Microsoft and Tech Council of Australia (2023). 'Australia's Generative AI opportunity'. Accessed 18 September 2025 at <https://techcouncil.com.au/wp-content/uploads/2023/07/230714-Australias-Gen-AI-Opportunity-Final-report-vF4.pdf>

³ Microsoft and Tech Council of Australia (2023). 'Australia's Generative AI opportunity'. Accessed 18 September 2025 at <https://techcouncil.com.au/wp-content/uploads/2023/07/230714-Australias-Gen-AI-Opportunity-Final-report-vF4.pdf>

⁴ Department of Industry, Sciences and Resources, Australian Government (2019). 'Australia's AI Ethics Principles', accessed 18 September 2025 at <https://www.industry.gov.au/publications/australias-artificial-intelligence-ethics-principles/australias-ai-ethics-principles>, with content based on IEEE (2019). 'Ethically Aligned Design', IEEE Global Initiative on Ethics of Autonomous and Intelligent Systems, accessed 18 September 2025 at https://standards.ieee.org/wp-content/uploads/import/documents/other/ead_v2.pdf

AI Use and Readability Disclosure

This policy includes text revised with Microsoft 365 Copilot to about Year 9 readability. The target reflects Australian Government Style Manual guidance to write for lower-secondary readers and supports ISO 24495-1:2023 (Plain language) principles. All revisions underwent human review for accuracy.