Selecting a Protective Marking

Was the information obtained, generated, received or held by or for a Victorian public sector agency or body, for an official purpose, or supporting official activities?

This information is unofficial and does not need to be labelled*
N.B. UNOFFICIAL is often used as an 'email marker', to help distinguish personal correspondence and other non-work related material from official emails. This label does not need to be applied to documents.

As this information is considered official information, it may require a protective marking. Continue the assessment below to determine which protective marking may be appropriate

Could compromise of the information have the potential to affect national interest, or has the information been generated by a Commonwealth agency?

Could compromise of this information cause SERIOUS harm or damage to Victorian government operations, organisations or individuals?

Could compromise of this information cause MAJOR harm or damage to Victorian government operations, organisations or individuals?

Could compromise of this information cause LIMITED harm or damage to Victorian government operations, organisations or individuals?

Could compromise of this information cause MINOR harm or damage to Victorian government operations, organisations or individuals?

Refer to the Protective Security Policy Framework (PSPF) for more information visit www.protectivesecurity.gov.au

This information is security classified as: SECRET

This information is security classified as: PROTECTED

This information requires the protective marking of: OFFICIAL: Sensitive

This information can be protectively marked as: OFFICIAL

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All documents prepared for consideration by Victorian Cabinet, (including those in draft) are, at a minimum, to be labelled with the marking of:

Cabinet-In-Confidence
N.B. 'Cabinet-In-Confidence' is to be used in conjunction with the original protective marking.

Need more info?
Refer to guidance issued by DPC for handling and management of Vic Cabinet information

Legal Privilege
Restrictions on access to, or use of, information covered by legal professional privilege.

Legislative secrecy
Restrictions on access to, or use of, information covered by legislative secrecy provisions.

Personal Privacy
Restrictions on access to, or use of, personal information and/or health information collected for official purposes (Privacy and Data Protection Act 2014 and Health Records Act 2001).

Optional Information Management Markers

For further advice on the use of Information Management Markers, please refer to PROV (Public Record Office Victoria)