1. In response to the Premier’s public commitment to the provision of explicit advice and support for ministerial recordkeeping, all relevant policies have been updated regarding ministerial and recordkeeping and information security.
2. Cabinet approved amendments to *The* *Queensland Ministerial Handbook* and the *Ministerial Information Security Policy.*
3. Cabinet approved the *Private Email Use Policy*.
4. Cabinet noted the State Archivist *Ministerial Records Policy* and an interjurisdictional review of the management of ministerial records.
5. *Attachments*

* [Queensland Ministerial Handbook](Attachments/Handbook.pdf)
* [*Private Email Use Policy*](Attachments/Policy.pdf)