

Effective use of ICT Statement - Effective from 1 January 2008

Introduction

This policy statement sets out the approach taken by Versa Professional Services to ensuring the effective use of information and communications technology. We are committed to the effective use of ICT as a fundamental part of our business strategy. We also recognise the responsibility for ensuring that ICT is used safely and appropriately is shared between both Versa Professional Services Limited and its people.

Our goal

Is to ensure that the use of information and communications technology is both effective and used to its full effect in delivering high quality services to our clients

Our objectives

Our objectives in relation to maximising the effective use of ICT are to:

- Establish a suitable ICT platform on which to develop the use of ICT as an enabling tool for the delivery of high quality services to our clients
- Develop guidance on the acceptable use of ICT for Versa people in relation to general computer use, e-mail, web/online use, security and training
- Identify the training needs of Versa people and ensure that they are incorporated into the ongoing professional development activities of the organisation
- Develop an action plan setting out detailed proposals for achieving our policy goal set out above
- Evaluate the return on our investment in ICT and the impact that this has had on the delivery of our business objectives.