



## 22.3. Working From Home

### Objective

- 22.3.1. Personnel working from home protect classified information in the same manner as in the office environment.

### Context

### Scope

- 22.3.2. This section covers accessing official information and agency information using mobile devices from a home environment in order to conduct home-based work. Further information on the use of mobile devices can be found in [Section 21.1 – Agency Owned Mobile Devices](#).

### The use of workstations instead of mobile devices

- 22.3.3. Where an agency chooses to issue a workstation for home-based work instead of a mobile device, the requirements for mobile devices within [Section 21.1 – Agency Owned Mobile Devices](#), equally apply to the workstation that is used.
- 22.3.4. It is important to note that product security, selection, maintenance, sanitisation and disposal requirements in [Chapter 12 - Product Security](#) apply to **all** agency-owned mobile devices.

### Rationale & Controls

#### Storage requirements

- 22.3.5.R.01. **Rationale**  
All mobile devices have the potential to store classified information and therefore need protection against loss and compromise.
- 22.3.5.R.02. **Rationale**  
Refer to the [PSR - Mobile and Remote working](#)  
Refer to the [PSR - Handling Requirements for protectively marked information and equipment](#)
- 22.3.5.C.01. **Control System Classifications(s): All Classifications; Compliance: Must** [CID:4571]  
Agencies **MUST** ensure that when mobile devices are not being actively used they are secured in accordance with the minimum physical security requirements as stated in the [PSR](#).

#### Processing requirements

- 22.3.6.R.01. **Rationale**  
When agencies consider allowing personnel to work from a home environment they need to be aware that implementing physical security measures may require modifications to the person's home, or the provision of approved containers or secure storage units at the expense of the agency.
- 22.3.6.R.02. **Rationale**  
Refer to the [PSR - Mobile and Remote working](#)  
Refer to the [PSR - Handling Requirements for protectively marked information and equipment](#)
- 22.3.6.C.01. **Control System Classifications(s): All Classifications; Compliance: Must** [CID:4575]  
Agencies **MUST** ensure that the area within which mobile devices are used meets the minimum physical security requirements as stated in the [PSR](#).