

# AUCKLAND JUSTICES OF THE PEACE ASSOCIATION INC.



**Title:**

Policy for Technology

**Purpose:**

Technology is recognised as a vital part of Association and Member activities. It assists in maintaining and communicating the provision of service to the community, along with records of the services provided. The term technology refers to software (including applications), hardware, platforms and processes which support the activities of the Association and its members.

**Policy:**

1. A Technology Committee will be set up annually by the President of the Association consisting of at least two persons, with a chairman selected by the President.
2. The Technology Committee shall take a lead role in the development, trialling and piloting of changes to technology as it relates to the Association and its Members.
3. Principle aims of the Committee include the investigation and implementation of low or no cost technologies to gather and make use of information that supports the goals and aims of the Association (gathering statistics, organising rosters)
4. The use of technology is viewed as a tool for Members to stay current with the requirements of their duties as Justices of the Peace and with participation as members of the wider community of Justices of the Peace.
5. Technology will increasingly be involved in communication with clients and prospective clients, the services able to be performed by Justices of the Peace, the methods by which they can be obtained and the availability of those services.
6. Efficient and effective administrative processes which support the good running of the Association will embrace and utilise appropriate technology, including using available resources to improve access for Members and clients to digital documentation.
7. An increasing priority will be leveraging those resources, along with the time and energies of Members, to run workshop or classroom style tutorials to educate our Members and successfully encourage them to become and remain accredited.
8. The Association will actively share initiatives, advocating for and participating in discussion with the Royal Federation, along with other geographic associations, to optimise the use of technology across the community of Justices of the Peace.

Date Approved: April 2020