Australian Government | **NAIF**
Northern Australia Infrastructure Facility

NORTHERN AUSTRALIA INFRASTRUCTURE FACILITY

AI Transparency Statement

FEBRUARY 2025

NAIF AI Transparency Statement

This transparency statement is prepared in accordance with the Standard for AI transparency statements (v1.1) published by the Digital Transformation Agency. It outlines our use of Generative Artificial Intelligence (GenAI) technologies to enhance workplace productivity within NAIF. The statement is reviewed annually or as required when changes occur.

Purpose and Use

NAIF employs GenAI tools to support employees in routine tasks such as drafting content, summarising information, analysing data, editing photos, creating content, and generating creative ideas. These tools are integrated to enhance productivity, assist employees and augment internal processes, enabling employees to focus more time on complex, value-add work.

Technology and Capabilities

The GenAI systems in use leverage large language models designed to generate human-like text responses. These systems align with NAIF's security, privacy, and ethical standards. Specific use cases include:

- drafting documents, reports, and communication materials;
- assisting with knowledge management and retrieval;
- summarising information;
- automating repetitive or administrative tasks; and
- editing media files.

NAIF maintains robust oversight of GenAI systems to ensure responsible use, in line with the Australian Government's AI Ethics Principles, Policy for the responsible use of AI in government, and relevant privacy laws. Human oversight is a core component of our use of GenAI, with employees verifying and approving all artificial intelligence (AI) generated outputs before use.

Data Management and Privacy

All data processed by GenAI systems is handled in accordance with the Australian Privacy Act 1988 and NAIF's data protection policies.

Risks and Mitigation

We acknowledge that GenAI systems may generate inaccurate, biased, or unintended outputs. To mitigate these risks, NAIF:

- conducts regular evaluations of AI-generated outputs for accuracy and relevance;
- provides employees with training to effectively and responsibly use GenAI tools; and
- adheres to strict data security and quality assurance processes.

Continuous Improvement

NAIF is committed to continuously improving the integration and application of GenAI technologies. Feedback from employees and stakeholders is actively sought to refine processes, enhance transparency, and ensure alignment with public expectations.

For further information, please contact naif@naif.gov.au.

NAIF acknowledges the importance of transparency and ethical responsibility in the use of AI technologies. This statement will be reviewed and updated periodically to reflect evolving practices and standards.