

### PURPOSE

The purpose of this policy is to provide guidance to EIT ākonga and kaimahi in the use of generative artificial intelligence tools (GenAI) in their mahi, studies and research. This policy promotes the core values of EIT, including honesty, trust, fairness, respect, responsibility and courage. It also emphasises the EIT Graduate Attributes, which reflect an expectation that our graduates act socially, ethically and legally in their study and work. All members of the EIT community share responsibility for maintaining the academic standing of the Institute, its programmes of learning and its qualifications. It is EIT’s responsibility to prepare ākonga for a world where GenAI tools are widely used.

### PERSONS / GROUPS AFFECTED

This policy relates to all ākonga and kaimahi who use GenAI tools as part of their mahi, studies and research. This policy should be viewed alongside [Academic Integrity – Policy QA180 set](#).

### PRINCIPLES

EIT sets out the following principles to govern ākonga and kaimahi in the use of GenAI for ako (learning and teaching), and research:

1. **Fairness and equity:** EIT aims to ensure equitable access, participation, and outcomes for all ākonga and kaimahi by providing universal access to approved GenAI resources and opportunities. EIT will implement measures to prevent bias in GenAI systems, promote fair educational opportunities, and continuously evaluate and improve GenAI systems to maintain fairness and equity.
2. **Education and awareness:** EIT educates ākonga and kaimahi about the benefits and risks of using GenAI, promoting critical thinking and digital literacies, and raising awareness of ethical considerations. EIT will provide resources and guidelines to support responsible use of GenAI, foster creativity and innovation, and ensure open communication for sharing good practice and addressing concerns.
3. **Transparency:** EIT emphasises openness in the use of GenAI for learning, teaching, assessment, and research. They will define transparency expectations, incorporate ethical GenAI use into Academic Integrity policies, require acknowledgment of GenAI use, and encourage GenAI use that aligns with industry standards.
4. **Cultural appropriation and respect:** EIT is dedicated to using GenAI in ways that honour and respect Mātauranga Māori, avoiding appropriation or distortion of Indigenous knowledge. EIT will engage with Māori educators and communities to ensure GenAI initiatives reflect Mātauranga Māori values, implement an ethical framework to guide responsible use, and involve Māori communities in training and development. (Refer to the **Generative Artificial Intelligence Tools - Guideline AG185-1** for more detail)
5. **Legal compliance and risk management:** EIT will adopt a conservative approach to emerging risks and untested legal matters related to GenAI. EIT will enter any risks on the risk register,

monitor international legal developments, and ensure GenAI use complies with guidelines provided by relevant Education authorities.

6. **Evidence-based:** EIT prioritises evidence-based decisions and research-informed practices for GenAI, focusing on ethical, legal, and social dimensions. EIT will seek peer-reviewed advice, review relevant literature, monitor international leaders, and provide leadership in the Aotearoa New Zealand context.

## POLICY STATEMENTS

### For all ākonga and kaimahi:

1. **GenAI tools:** EIT will approve the GenAI tool that can be used by kaimahi and ākonga on a day-to-day basis. (This does not include software used in specific subjects as part of the curriculum.)
2. **Privacy: Privacy remains a priority at EIT. Users are reminded:**
  - Do not record meetings without the permission of all parties attending the meeting.
  - Do not enter any personal information into GenAI prompts, or any searches on the Internet.
  - When joining meetings outside of EIT, be mindful to avoid the recording of private information through discussions.
  - If there is a potential privacy breach, report it immediately, see policy [QA190](#).
3. **Ethical use:** GenAI models are trained on large amounts of data from various countries and cultures, which often means they are built around dominant cultures and languages. As a result, GenAI tools may not accurately represent indigenous knowledge. In the context of Aotearoa New Zealand, they are likely to have limited understanding of Mātauranga and Te Reo Māori, as well as Pacifica languages and Polynesian cultures. In addition to cultural bias, be mindful of other potential bias, such as gender bias and political bias.

### For academic purposes:

1. **Referencing and acknowledging GenAI:** When kaimahi or ākonga use GenAI tool/s in academic writing, the relevant source/s should be credited. A GenAI source not credited constitutes plagiarism.
2. **Assessments:** Kaimahi and ākonga should follow the guidance supplied by the Ministry of Education (MoE) and New Zealand Qualifications Authority (NZQA). The Generative Artificial Intelligence Tools Guideline (AG185-1) will supply up-to-date guidance in this regard.

## LEGISLATION AND GUIDELINES

The following legislation and guidelines should be considered in conjunction with this policy set:

- Bill of Rights Act (1990)
- Human Rights Act (1993)
- Privacy Act (2020)
- Public Records Act (2005)
- Public Service Act (2020)
- Copyright Act (1994)
- Official Information Act (1982)
- Education and Training Act (2020)
- [New Zealand's AI Strategy](#) (2025)

## DEFINITIONS AND ABBREVIATIONS

<b>AI</b>	Artificial intelligence (AI) refers to the simulation of human intelligence in machines that are programmed to think and learn like humans. These AI technologies learn from the information fed into it called machine learning. <sup>1</sup>
<b>DSSG</b>	Digital Strategic Steering Group
<b>GenAI</b>	Specific AI that generates content like images, texts, computer code.
<b>MoE</b>	Ministry of Education
<b>NZQA</b>	New Zealand Qualifications Authority

<b>Document information – Office use only</b>	
<b>Document Name</b>	Generative Artificial Intelligence Tools
<b>Document Number</b>	QA185
<b>Executive</b>	Executive Director, Student and Academic Services
<b>Owner</b>	Executive Director, Student and Academic Services
<b>Developer</b>	Team Leader, Learning Design and Technologies
<b>Review Frequency</b>	6
<b>Last Review</b>	26/01/2026
<b>Next Review</b>	26/07/2026
<b>Related Items</b>	<a href="#">Click here</a> for Related Documents (available only in TeMahau)
<b>Version History</b>	2026 – Minor edits, NZ AI strategy added.

<sup>1</sup> New Zealand AI (n.d.) *What is Artificial Intelligence?* <https://newzealand.ai/what-is-ai>