

St Laurence's College Old Boys' Association



ABN: 60 542 154 856

82 Stephens Road

SOUTH BRISBANE QLD 4101

Phone/Fax: 1300 661 512

PRIVACY ACT 1988 (Cth)

Amendments to the Privacy Act 1988 (Cth) which came into effect on 12 March, 2014 regulate the way in which private sector organizations collect, use, keep, secure, correct and disclose personal information.

Under the legislation, organizations such as this Association have a mandatory requirement to comply with minimum standards set under the Australian Privacy Principles (APPs). The legislation is designed to protect individual rights in relation to the personal information organizations hold and to ensure the individuals are aware of their rights.

This notice provides members and other persons with details as to how the Association will deal with any information that it collects or is provided to the Association.

Information Collected

1. The Association may collect personal information about you from time to time. The primary purpose of collecting this information is to enable the Association to inform you about its activities and the activities of the College and to keep ex-students informed about other members.
2. The Association must have the information to enable it to continue your membership of the Association and to achieve the Association's objectives.

Use of Information/Disclosure of Information

3. From time to time the Association engages in fundraising activities. The information received from you may be used to make an appeal to you. It may also be used by the College to assist in its fundraising activities. **If you do not agree to this, please advise the Association.**
4. The Association may publish details about you in its Magazine or on the St Laurence's College Old Boys' Association website. **If you do not agree to this, please advise the Association now.**

Security of Information

5. The Association keeps the information obtained on a computer data base which is only accessible by Management Committee members and staff of the Association.

Accuracy Access and Correction

6. You may seek access to personal information collected about you by contacting us, care of the St Laurence's College Old Boys' Association on 1300 661 512 or at the email address below. If the information is inaccurate you can provide the Association with details of any inaccuracy and it will rectify the inaccuracy.

If you have a complaint

7. If you consider the Association has not properly dealt with your information or requests in relation to it then you are invited to communicate with any member of the management committee the details of which are contained on the Association's website to advise of this and seek rectification.
8. If your complaint is not handled satisfactorily in this manner you may refer your complaint to:

The Office of the Australian Information Commissioner
GPO Box 2999
Canberra ACT 2601
Ph.: 1300 363 992
Fax: (02) 9284 9666
Website: www.oaic.gov.au