



# AUSTRALIAN AXEMEN'S ASSOCIATION

## Privacy Policy

The information below pertains to the collection and storage of any personal information you may be required to provide to the Australian Axeman's Association Inc. (AAA). In line with privacy requirements as outlined by law, the AAA gives the following assurances regarding your personal information:

### **Collecting personal information**

The AAA understands you as a member may have concerns about the privacy, confidentiality, and security of personal information we may obtain about you.

The AAA policy is to protect members' privacy and personal information it may collect from time to time.

The AAA has undertaken to comply with the requirements of the Privacy & Data Protection Act 2014, the Privacy Act, 1988 and the National Privacy Principles included in the Privacy Act (Private Sector) Amendment Act 2000.

Personal information is collected by The AAA for the primary purpose of membership requirements and/or competition purposes. The AAA collects details such as your name, address, telephone, email addresses, gender, and age.

A hard copy file containing your personal information is retained in a secure location in accordance with the Act, and for a further seven years in accordance with current Federal and State legislation governing document retention, before being destroyed.

### **Failure to provide required personal information**

Failure to provide the information required for the purposes detailed may mean The AAA is unable to complete your membership or event registration.

### **Securing personal information**

To prevent any unauthorised access to your information, The AAA has installed computer and network security, including password protection processes.

Only staff authorised by the AAA President have access to the data file information.

### **Disclosure of personal information**

Your personal information will only be used or disclosed by the AAA Inc., as allowed by the Privacy Act 1988 and the National Privacy Principles included in the Privacy Amendment (Private Sector) Act, 2000.

To facilitate The AAA Inc delivering better services and benefits to its members, personal information collected may be shared with other organisations, including The Australian Axemen's Association Inc., Australian Axemen's Association Council member associations' presidents, secretaries & handicappers, the Australian Axemen's Association Inc., & Sports Cover Australia Pty Ltd.

Further, to conduct our operations, The AAA occasionally engages independent operators and parties. Accordingly, some this information may be used or disclosed in part to:

- enable mail contractors to deliver documents and communications to members;
- officers of a government law enforcement agency in connection with the lawful performance of their duty;
- debt collection agency for financial default purposes;
- send direct mail or electronic communication to members with news of special offers or the availability of new products or services;
- Send entry forms via direct mail or electronically.

### **Withdrawing consent for disclosure of information**

If you do not consent to any of the disclosures above, please advise the AAA in writing. We will then ensure your personal information is not used for this purpose. This exemption cannot apply where the AAA is required by law to provide such disclosure. If you do not object to the uses or disclosures as stated above, the AAA will accept this as having received your express consent.

### **Accessing personal information**

Members may, upon written request, access their own personal information which The AAA has obtained from membership application forms and the related product or service forms it currently holds.

If for any reason the AAA is not in a position to release personal information, for example in cases where it would be unlawful to do so, we will notify you of this refusal and the basis for it.

### **Making changes to personal information**

The AAA endeavours to ensure personal information held is accurate, complete and up to date. Where you believe personal information held is not accurate, complete or up to date, please advise the AAA and every effort will be made to correct the information.

### **Lodging a complaint**

For any purpose associated with privacy matters, including the lodgement of a complaint, please contact the AAA immediately so we can quickly deal with your concern or complaint.

### **Our privacy policy**

Copies of this privacy policy are available from the AAA Secretary.

This Privacy Statement was last amended on 1<sup>st</sup> July 2024

**Consent**

I provide my consent for the AAA to collect, use and disclose my personal information as outlined above.

I understand I am entitled to access my own records except where access would be denied for legal or other appropriate reasons.

I understand I may withdraw my consent for The AAA to disclose my personal information (except where legal obligations must be met).

Australian Axemen's Association Inc

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