

PRIVACY NOTICE

The Department will collect, use, store and disclose the personal information contained in the Cetacean Sightings Application in a manner consistent with its obligations under the *Privacy Act 1988* (Cth) and the Department's [Privacy Policy](#).

Collection of personal information

The Department collects personal information from you:

- to send communications to you;
- to provide information and to seek feedback;
- to answer enquiries, and provide information or advice;
- to conduct our administrative functions;
- for the administrative, planning, product development, quality control and research purposes of the Department, and our contractors or service providers;
- to update our records and keep your contact details up to date;
- to process and respond to any complaint made by you;
- to comply with any law, rule, regulation, lawful and binding determination, decision or direction of a regulator, or in co-operation with any governmental authority of another country;
- to ensure that the Department and members of the public comply with laws administered by the Commonwealth; and
- to conduct enforcement related activities.

The personal information we collect may include names, postal and street addresses, email address, telephone numbers and contact details and information for identification purposes.

Disclosure of personal information

We may disclose your personal information to:

- contractors or service providers for the purposes of operating the App or our functions, fulfilling requests by you, and to otherwise provide information, products and services to you including web hosting providers, IT systems administrators, payment processors, data entry service providers, electronic network administrators and professional advisors such as accountants, solicitors, business advisors and consultants;
- suppliers and other third parties with whom we have commercial relationships for business, marketing, and related purposes;
- peer reviewers and committee members for the purpose of assessing your applications;
- an organisation that you have given consent for us to supply the information to;
- an organisation that you would reasonably expect us to supply the information to for a purpose that is related to the primary purpose of collection (for sensitive personal information, this secondary purpose must be directly related to the primary purpose);
- other Government agencies for the purposes of compliance breaches, investigations, legal actions and insurance claims;
- law enforcement bodies, agencies and authorities regarding infringement notices;

- our Minister, Parliamentary Secretary and portfolio agencies for the purposes of administering portfolio programs and functions; and/or
- a House or Committee of the Parliament of the Commonwealth of Australia.

Public submissions made on applications, permits or referrals may be published by us as part of the assessment process required under legislation.

We may also disclose your personal information where we are required to by law or pursuant to certain situations permitted under the *Privacy Act 1988* (Cth), for example where disclosure is necessary to lessen or prevent a serious threat to the life, health or safety of any individual, or to public health or safety.

Privacy policy

Our [Privacy Policy](#) explains:

- how you may access and correct the personal information we hold about you; and
- how you may make a complaint about a breach of privacy and how we will deal with any privacy complaints.

If you have any queries about privacy, please contact our Privacy Contact Officer:

Privacy Contact Officer
Department of the Environment and Energy
GPO Box 787
CANBERRA ACT 2600

Phone: 02 6274 1111

Email: privacy@environment.gov.au