

## **Safety In Mind Trading Pty Ltd – Privacy Policy**

This statement applies to Safety In Mind Trading Pty Ltd's products, services and website (collectively Safety In Mind Trading Pty Ltd's "services").

Safety In Mind Trading Pty Ltd adheres to the Privacy Act 1988 including the National Privacy Principles (NPPs) set out therein.

### **Obligations under the Privacy Act 1988**

This privacy policy sets out how we comply with our obligations under the Privacy Act 1988. We are bound by the National Privacy Principles in the Privacy Act, which regulate how we may collect, use, disclose and store personal information and how individuals may access and correct personal information held about them.

### **Collection, Use and disclosure**

We only collect personal information directly from the individual.

We only collect personal information for purposes which are directly related to our functions or activities, and only when it is necessary for or directly related to such purposes.

Test results are accessed online by each individual. We do not retain personal information or test scores of any individual. We only collect statistical information regarding usage that is not referable to an individual.

### **Data Security & Access**

We take steps to protect the personal information we hold against loss, unauthorised access, use, modification or disclosure and against other misuse. When no longer required, personal information is destroyed in a secure manner or deleted.

Our online systems and programs are designed not to allow access to personal information after its submission by an individual and the individual's test scores are released.