

Privacy Policy

Statement of Purpose

The Board of NRM Regions Australia is committed to protecting the privacy of the personal information which the organisation collects, holds, and administers.

Personal information is information that directly or indirectly identifies a person.

Purpose

The purpose of this document is to provide a framework for NRM Regions Australia in dealing with privacy considerations and outlining NRM Regions Australia's ongoing obligations to the public and our members in respect to how we manage Personal Information.

NRM Regions Australia has adopted the Australian Privacy Principles (APPs) contained in the [Privacy Act 1988 \(Cth\)](#) (the Privacy Act). The APPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the Australian Privacy Principles may be obtained from the website of The Office of the Australian Information Commissioner: [Australian Privacy Principles | OAIC](#)

Policy

NRM Regions Australia recognises the essential right of individuals to have their information administered in a manner that they would reasonably expect – protected on the one hand and made accessible to them on the other.

NRM Regions Australia collects and administers various personal information for the purposes of working and partnering with a range of people across the country, including staff of member organisations.

NRM Regions Australia collects Personal Information in several ways including:

- employment
- correspondence (phone, email, video conferencing, events)
- from our website - www.nrmregionsaustralia.com.au
- from other organisation's websites
- media and publications; and
- other publicly available sources

Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinion about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record or health information.

Sensitive information will be used by us only:

- for the primary purpose for which it was obtained
- for a secondary purpose that is directly related to the primary purpose
- with your consent; or where required or authorised by law

Handling your personal information

NRM Regions Australia is bound by laws that impose specific obligations when it comes to handling information. The organisation has adopted the following guidelines contained as minimum standards in relation to handling personal information.

NRM Regions Australia will:

- Collect only information that the organisation requires for its primary function.
- Ensure that stakeholders are informed as to why we collect the information and how we administer the information gathered.
- Use and disclose Personal Information only for our primary functions or a directly related purpose, or for another purpose with the person’s consent.
- Store Personal Information securely, protecting it from unauthorised access.
- Provide stakeholders with access to their own information, and the right to seek its correction.
- In direct marketing communications, make targeted individuals aware that they may unsubscribe from any further direct marketing communications. Alternatively, include a prominently displayed notice to that effect.
- Set out NRM Regions Australia’s business address and telephone number in each written direct marketing communication.
- NRM Regions Australia will implement and maintain steps to ensure that Personal Information is protected from misuse and loss, unauthorised access, interference, unauthorised modification, or disclosure and its purposes.
- NRM Regions Australia will ensure stakeholders are aware of the organisation’s Privacy Policy and make it available on our website and on request.
- This Policy will be reviewed and updated regularly with the updated version maintained on the organisation's website.

In addition:

- If NRM Regions Australia has sufficient reasons to believe that an unlawful activity has been, is being, or may be engaged in, and the disclosure of Personal Information becomes a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities, the organisation may make such disclosures.
- NRM Regions Australia may further disclose Personal Information if its disclosure is mandated by an enforcement body or is required for the following:
 - the prevention, detection, investigation, prosecution or punishment of criminal offences, breaches of a law imposing a penalty or sanction or breaches of a prescribed law.
 - the enforcement of laws relating to the confiscation of the proceeds of crime.
 - the protection of public revenue.
 - the prevention, detection, investigation or remedying of seriously improper conduct or prescribed conduct.
 - the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal.

Note: for the purpose of this clause, NRM Regions Australia will make a written note of the use or disclosure.

Complaints

Any queries or complaints about this Privacy Policy are to be directed to:

Email: info@nrmregionsaustralia.com.au Or by Mail: 79 Yarragee Rd
Moruya NSW, 2537

Policy:	Privacy Policy		
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