



# Remuneration Tribunal

## Your personal information

The Remuneration Tribunal collects personal information about individuals for a range of purposes to enable it to carry out its functions. The Tribunal's privacy policy is available at: <http://www.remtribunal.gov.au/privacy>

Further details about the collection of your personal information are provided below.

<b>Remuneration Tribunal – Public consultation - APP 5 collection notice</b>	
Who is collecting your personal information?	Your personal information is being collected by the Remuneration Tribunal.
How is your personal information collected?	Your personal information is collected directly from you as part of your response to consultation – either via email or the postal system.
What personal information is collected?	Through your participation in the consultation, we will collect personal information including your name, job title, email address and/or postal address, the name of your organisation and any other relevant contact details and your opinions or views on the consultation topic.
How will your personal information be used?	<p>The Tribunal collects personal information from individuals providing input into public consultation to enable it to acknowledge that input, seek clarification where necessary and provide summary information on responses. Your opinions or views will be used by the Tribunal to inform its consideration of the consultation topic.</p> <p>Responses to consultation will be treated as confidential and will not be published. However, responses to consultation may be summarised and de-identified for inclusion in Tribunal statements or reports, ensuring no person or organisation can be identified.</p>
How will your personal information be managed?	<p>The personal information collected is held in electronic files. Any postal responses will be saved as an electronic file, and the paper response will be destroyed. Electronic files are stored in password protected systems.</p> <p>The following persons have access to these files on a need-to-know basis:</p> <ul style="list-style-type: none"> <li>• Tribunal members</li> <li>• Tribunal Secretariat members; and</li> <li>• the immediate staff of Tribunal members.</li> </ul>
Who will your personal information be shared with? Does anyone else have access to your personal information?	Your personal information will be disclosed to members of the Tribunal's Secretariat, which consists of staff employed by the Australian Public Service Commission (APSC). It might also be disclosed to the immediate staff of Tribunal members.
What would happen if the Tribunal did not collect your personal information?	If the Tribunal did not collect your personal information, it would not be able to accept your consultation response or contact you if any clarification or further information relevant to your response is required.
How to access and correct your personal information	The Tribunal's privacy policy contains information about how you may access and seek correction of personal information about you that is held by the Tribunal.

Privacy complaints	The Tribunal's privacy policy contains information about how you may complain about a breach of the Australian Privacy Principles and how the Tribunal will deal with complaints.
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## **Contact details**

### ***Telephone***

(02) 6202 3930

### ***Post***

GPO Box 419  
Canberra ACT 2601  
Australia

### ***Email***

[enquiry@remtribunal.gov.au](mailto:enquiry@remtribunal.gov.au)