



REMUNERATION TRIBUNAL

CONDENSED PRIVACY POLICY

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CONTENTS

SCOPE	2
PERSONAL INFORMATION HANDLING PRACTICES	2
Collection	2
Use and disclosure	2
Data security	3
Your choices	3
The Tribunal’s obligations	3
How to contact the Tribunal	3

SCOPE

This Condensed Privacy Policy applies to personal information collected by the Remuneration Tribunal (the Tribunal).

The Tribunal has adopted the Layered Privacy Notice format.* This document provides you with a brief overview of how the Tribunal handles your personal information.

The Tribunal’s complete [Privacy Policy](#) can be accessed on its website.

PERSONAL INFORMATION HANDLING PRACTICES

Collection

The Tribunal collects personal information about individuals directly from those individuals. It also collects personal information from third parties or from publicly available sources, but only if:

- the individual has consented to such collection or would reasonably expect the Tribunal to collect their personal information in this way; or
- it is necessary for a specific purpose such as the provision of a particular allowance or entitlement.

The Tribunal only collects personal information for purposes which are directly related to its functions or activities under the [Remuneration Tribunal Act 1973](#) and only when it is necessary for or directly related to such purposes.

Use and disclosure

The Tribunal only uses personal information for the purposes for which it is collected - purposes which are directly related to one of its functions or activities.

The Tribunal does not give personal information about an individual to other Government agencies, private sector organisations or anyone else unless one of the following applies:

- the individual has consented;

- the individual would reasonably expect, or has been told, that information of that kind is usually passed to those individuals, bodies or agencies;
- it is otherwise required or authorised by law;
- it will prevent or lessen a serious and imminent threat to somebody's life or health; or
- it is reasonably necessary for the enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of public revenue.

Data security

The Tribunal takes steps to protect the personal information it holds against loss, unauthorised access, use, modification or disclosure, and against other misuse.

When the personal information that the Tribunal collects is no longer required, it is destroyed or deleted in a secure manner, in accordance with the Tribunal's Records Disposal Authority.

Your choices

You can access the personal information that the Tribunal holds about you, and you can ask the Tribunal to correct the personal information it holds about you. For more information, see the Tribunal's complete [Privacy Policy](#) – 'access and correction'.

If you have signed up on the Tribunal's website for email alerts you can opt out at any time. You can unsubscribe by using the 'unsubscribe' options noted in the emails or you can contact the Tribunal's Secretariat and ask to be taken off the subscription list.

The Tribunal's obligations

The Tribunal is bound by the Australian Privacy Principles in the *Privacy Act 1988*.

How to contact the Tribunal

For further information contact the Tribunal at enquiry@remtribunal.gov.au or alternatively you can write to the Tribunal at PO Box 281, Civic Square ACT 2608, Australia.

* The Layered Privacy Notices format was [endorsed by Data Protection & Privacy Commissioners in 2003](#), further developed in the Berlin Memorandum and [endorsed in Opinion WP 100](#) by the [Article 29 Committee of European Data Protection Commissioners](#).