



#PlanningMatters

PMAT's Policy for protecting your privacy

This Privacy Policy sets out how we collect, use and protect your personal information and the rights and obligations that you and we have in relation to that information.

This Policy is created in compliance with the *Privacy Act 1988* (Cth) (Privacy Act) and the Australian Privacy Principles (APPs).

We will only collect, use and disclose your personal information if it is reasonably necessary for the functions and activities associated with PMAT's objective to promote a fairer and more sustainable planning system for Tasmania.

How we collect information

We will generally collect personal information directly from the owner of the personal information. This information usually relates to your name, address, contact email and/or phone number. In some circumstances financial information related to donations or events may be collected.

For example, we might collect personal information when including you on our email distribution list, circulating a petition, requesting donations, through face-to-face meetings or registrations to participate in an event.

We may collect personal information from individuals such as people making enquiries, volunteers, donors and members.

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

Website data

When you visit the PMAT website, we may collect and store your computer's assigned IP address, the date and time of your visit, the information accessed and the referring page. We may also collect other non-identifying data for statistical purposes as would reasonably be expected as part of normal website management practice.

How we use your information

We only use personal information for the purposes for which we collected it – purposes which are directly related to one of our functions or activities. This might include sending you information about PMAT's work; promote participation in our activities or events and seeking and processing donations.



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We do not give personal information about an individual to government or other private sector organisations or to 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. For example, in some cases we might share information with another organisation that assists PMAT in processing donations;
- it is otherwise required or authorised by law; or
- it will prevent or lessen a serious and imminent threat to somebody's life or health.

Accessing, correcting or deleting your information

We will take reasonable steps to ensure that the personal information that we collect from you is accurate, up-to-date and complete.

You can access the personal information we hold about you and you can ask us to correct and/or delete that information.

Protecting your information

We take steps to protect the personal information we hold against loss, unauthorised access, use and other misuse.

When the personal information that we collect is no longer required, we destroy or delete it in a secure manner.

Contacting PMAT about privacy concerns

If you wish to contact PMAT about accessing or correcting your personal information – or to make a complaint about a breach or potential breach of this privacy policy – you can do so by emailing PMAT's State Coordinator through the contact form provided [here](#) on PMAT's website.