

## **SARRAH Privacy Statement**

SARRAH as an organisation adheres to the Australian Privacy Principles (APPs). SARRAH, as usual practice, collects information from membership applicants to enable a membership registration to be processed by correct membership type. SARRAH only collects information that is relevant to the provision of a SARRAH membership.

Personal information held by SARRAH will only be used for the purposes intended. SARRAH collates de-identified data for statistical and reporting purposes only, for example, number of SARRAH members in each state and territory. SARRAH provides a list of SARRAH members by state, territory or profession to each State, Territory or Profession Network Coordinator within the SARRAH Advisory Committee for professional purposes only, for example, distribution of training information. SARRAH does not disclose personal information to other persons or organisations outside SARRAH unless specific consent from the SARRAH member has been provided or the disclosure is required or authorised under law.

SARRAH members can contact SARRAH at [sarrah@sarrah.org.au](mailto:sarrah@sarrah.org.au) to request access or a change to personal information held by SARRAH. Any request made to SARRAH will be actioned within 2-5 working days. SARRAH members may complain about a Breach of the APPs by SARRAH by email addressed to the Chief Executive Officer. Any complaint made to SARRAH will be actioned as a matter of priority.

SARRAH has implemented a range of measures to protect personal information held including staff only access to computerised systems requiring a computerised user ID and password, restricted access to the membership database, computer firewall and security program, virus protection and lockable cabinets for any hardcopy information held.