

PRIVACY POLICY

Rise Roger's Pty Limited ACN 631 974 546 ('Rise Roger's') is subject to the *Privacy Act 1988* ('the Act'). The Act regulates how Rise Roger's collects, uses, stores and discloses Personal Information¹. In this regard Rise Roger's is committed to protecting the privacy of its clients, and other individuals with whom it has dealings with and maintaining the confidentiality of Personal Information by applying the Australian Privacy Principles ('APP').

1. What kind of Personal Information does Rise Roger's collect?

Typical types of Personal Information collected from and about individuals includes their name, address, telephone number, date of birth, email address, bank account details, employment details, marital status, sex, citizenship, physiological data (e.g. body weight, height, Body Mass Index) and other Personal Information.

Individuals may elect the type and extent of Personal Information disclosed to Rise Roger's, however depending on the level of information provided may affect the level of service Rise Roger's can provide to the individual.

2. What kind of Sensitive Information does Rise Roger's collect?

Rise Roger's will also at times collect Sensitive Information², such as medical records or racial or ethnic origins.

Rise Roger's will not collect Sensitive Information unless:

- a. the information is reasonably necessary for Rise Roger's to conduct its business and ancillary services;
- b. the collection of the information is required under or authorised by an Australian law or a court/tribunal order;
- c. a Permitted General Situation³ exists in relation to the collection of the information by Rise Roger's; or
- d. a Permitted Health Situation⁴ exists in relation to the collection of the information by Rise Roger's.

3. How does Rise Roger's with unsolicited Personal Information?

Unsolicited Personal Information is information Rise Roger's collects which is more than what Rise Roger's has sought or requested. For example, provision of documents and information in excess of the types of documents requested by Rise Roger's.

If Rise Roger's receives unsolicited Personal Information, Rise Roger's will determine whether the information could have been obtained by lawful and fair means. If so, Rise Roger's will then determine if the information is reasonably necessary for Rise Roger's to conduct its business, or for the general operations of Rise Roger's. If so, Rise Roger's will retain the Personal Information.

In all other circumstances, Rise Roger's will de-identify and securely destroy the information.

4. How does Rise Roger's collect Personal Information?

Rise Roger's collects Personal Information by the following means:

- a. provided voluntarily upon request from individual's through Rise Roger's website, email or phone call. This is where the majority of the Personal Information is collected from;
- b. obtained from public forums, such as on internet websites or social media; and
- c. other lawful and fair means of obtaining information.

At all times, Rise Roger's only collects Personal Information to the extent that it is reasonably necessary for Rise Roger's to conduct its business and ancillary services.

Rise Roger's website uses "cookies" which are a small record keeping file stored in an individual's computer which identifies the computer, but not the individual. Rise Roger's may use the cookies to track the computer's website usage and interaction with ad services. Individuals may elect to opt out of cookies, however this may affect the overall useability of the website.

5. How is Personal Information held by Rise Roger's?

Electronic database

Personal Information is stored in Rise Roger's electronic database. Rise Roger's database is stored in a cloud platform, which is based in Australia. Rise Roger's invests in a number of security measures, including anti-virus software and is regularly backed up to ensure that the database is secure and well protected.

Rise Roger's indefinitely holds collected Personal Information on its electronic database. Individuals are encouraged to contact the Privacy Officer if they do not wish for their Personal Information to be held indefinitely by Rise Roger's.

6. Who does Rise Roger's disclose Personal Information to?

Primary Purpose

Rise Roger's collects Personal Information for the primary purpose of conducting its business and ancillary services. Rise Roger's may disclose Personal Information to third parties, but only to the extent that the disclosure is reasonably necessary. Rise Roger's will, if requested, provide details of the recipient of the Personal Information.

Secondary Purpose

Rise Roger's will not disclose Personal Information for a secondary purpose unless:

- a. it has obtained the individual's consent to do so;
- b. the individual would reasonably expect Rise Roger's to use or disclose the information for the secondary purpose which is directly related to the primary purpose;
- c. it is required or authorised under an Australian law or court/tribunal order;
- d. a Permitted General Situation exists;
- e. a Permitted Health Situation exists; or
- f. Rise Roger's believes it reasonably necessary for one or more enforcement activities by, or on behalf of an enforcement body.

Where Rise Roger's has used or disclosed information under b – f above, Rise Roger's will take steps as are reasonable to ensure the information is de-identified before being used or disclosed.

7. How can the Personal Information collected by Rise Roger's be accessed?

Individuals whose Personal Information is held by Rise Roger's are entitled to request access to the information and require any information which is inaccurate, out of date, incomplete, irrelevant or misleading to be corrected. Individuals that wish to do so should contact the Privacy Officer, details below.

8. Direct Marketing

In addition to using Personal Information to conduct its business and ancillary services, Rise Roger's also uses individuals details for marketing purposes. Unless advised otherwise, Rise Roger's assumes all individuals agree to receive marketing material from Rise Roger's.

Individuals may at any time, request to be removed from any list, mail or email material, and Rise Roger's will promptly do so.

9. Privacy Officer

Individuals may contact Rise Roger's Privacy Officer at info@iskiaathleticclub.com.au if they have any concerns or complaints about the manner in which Personal Information has been collected or handled by Rise Roger's.

10. Changes to Rise Roger's Privacy Policy

From time to time, Rise Roger's Privacy Policy will be reviewed and revised. Rise Roger's encourages individuals to check the Privacy Policy from time to time to ensure they are aware of the latest policy.

Rise Roger's Privacy Policy was last updated July 2019.

¹ **Personal Information** means information or an opinion about an identified individual, or an individual who is reasonably identifiable: whether the information or opinion is true or not; and whether the information or opinion is recorded in a material form or not.

² **Sensitive Information** means

- (a) information or an opinion about an individual's:
 - i. racial or ethnic origin; or
 - ii. political opinions; or
 - iii. membership of a political association; or
 - iv. religious beliefs or affiliations; or
 - v. philosophical beliefs; or
 - vi. membership of a professional or trade association; or
 - vii. membership of a trade union; or
 - viii. sexual orientation or practices; or
 - ix. criminal record;that is also Personal Information; or
- (b) health information about an individual; or
- (c) genetic information about an individual that is not otherwise health information; or
- (d) biometric information that is to be used for the purpose of automated biometric verification or biometric identification; or
- (e) biometric templates.

³ **Permitted General Situation** means

- a. it is unreasonable or impracticable to obtain the individual's consent to the collection, use or disclosure; and
 - b. the Firm reasonably believes that the collection, use or disclosure is necessary to lessen or prevent a serious threat to the life, health or safety of any individual, or to public health or safety,
- OR
- c. the Firm has reason to suspect that unlawful activity, or misconduct of a serious nature, that relates to the Firm's functions or activities has been, is being or may be engaged in; and
 - d. the Firm reasonably believes that the collection, use or disclosure is necessary in order for the Firm to take appropriate action in relation to the matter,
- OR
- e. the Firm reasonably believes that the collection, use or disclosure is reasonably necessary to assist any APP entity, body or person to locate a person who has been reported as missing; and
 - f. the collection, use or disclosure complies with the rules made under subsection (2),
- OR
- g. the collection, use or disclosure is reasonably necessary for the establishment, exercise or defence of a legal or equitable claim,
- OR
- h. the collection, use or disclosure is reasonably necessary for the purposes of a confidential alternative dispute resolution process.

⁴ **Permitted Health Situation** means a situation described in paragraph 16B of the APPs.