

PRIVACY POLICY 2018/2019



Introduction

This Privacy Policy provides information on how Gobbledegook Creative Industries also known by the name GCI Collective (GCI) manages personal information collected, including personal information collected through this website.

Gobbledegook Creative Industries realises the importance of ensuring that personal information held by the company is treated confidentially and is committed to ensuring that all personal information is only collected, disclosed, used and stored in accordance with the National Privacy Principles set out under the federal Privacy Act 1988.

What sort of information does Gobbledegook Creative Industries collect?

GCI collects information about you ("the informant") in a number of different ways, but most often directly from you:

1. when you engage the organisation so that GCI may provide you with consultative services;
2. when you sign up for services through our website, register for seminars and events, complete surveys and register for our notifications and newsletters;
3. When you send an email or other correspondence to GCI or to an employee of GCI, we collect and store the details and contents of the email/correspondence;
4. In certain circumstances GCI will collect personal information from a third party, such as social platform accounts, host and cPanel providers, or from any third party partner that GCI needs to liaise with in order to complete their project for you the client. In these situations, we will inform you that we have obtained the information.
5. GCI collects information in relation to business associates and contacts as part of the development of ongoing business relationships.

Why does Gobbledegook Creative Industries collect the information and how is your information used?

GCI also uses the information to send you information (either by email or post) that you request. If at any time you receive material that you did not request or do not want to receive such material any more, please contact Gobbledegook Creative Industries direct.

GCI may also from time to time use the information to send you information that has not been explicitly requested, such as GCI's regular newsletter or other information that may be relevant to your business.

GCI collects information in relation to business associates and contacts as part of the development of ongoing business relationships.

If the information is to be used for any other purpose that is not considered to be the primary purpose for the collection of that information, GCI will obtain prior consent from you for the use of that information.

You may deal with us anonymously or with an alias at times (for example, to obtain general information about our services) but you will receive a better response if we know who you are or the service you require. When we provide our services to you, we will need to use your real name.

Who does Gobbledegook Creative Industries disclose personal information to?

GCI will use or disclose your personal information for the purpose for which it was collected.

We will also use and disclose your personal information for a secondary purpose that is related to a purpose for which we collected it, where you would reasonably expect us to use or disclose your personal information for that secondary purpose.

Other instances when we may use and disclose your personal information include:

- where you have expressly or impliedly consented to the use or disclosure;
 - in confidence, to any third-party advisers or contractors;
 - in confidence, to third parties to improve our services and obtain feedback;
- and
- where the use or disclosure is authorised or required by or under an Australian law or court/tribunal order.

We may also disclose your personal information to third parties, including:

- share your personal information with our advisors and consultants; and
- with third party service providers we use in conducting our business, subject to confidentiality provisions as we deem appropriate.

We are not likely to disclose your personal information overseas. However, there may be situations where your information may be accessed/stored in part overseas. Where we disclose your personal information to third party service providers, we will at all times remain responsible for their handling of that information. This includes taking steps to require that those recipients protect that information from unauthorised access, modification or disclosure, and from misuse, interference and loss.

Accessing, Connecting and Updating your profile

GCI gives you the following options for accessing, correcting and updating information previously provided:

1. You may gain access to information that GCI has collected about you by contacting the main office or emailing us at enquiries@gcicollective.com.au. We will not charge you for responding to such a request, unless we incur costs in providing the information.
2. You are invited to message us direct via our social platforms.

Sensitive information

GCI does not collect sensitive information about yourself unless you have consented or we are required by law. Sensitive information includes the following:

- Ethnic or racial origin;
- Political opinions;
- Membership of a political association;
- Religious beliefs or affiliations;
- Philosophical beliefs;
- Membership of a professional or trade association;
- Membership of a trade union;
- Sexual preference or practices;
- Criminal record;
- Health; and
- Biometric templates.

Transfer of information overseas

GCI allows the provision to send personal information overseas. This is either when information is sent directly to the client, or to obtain further information from third-party external consultants and freelancers to aid service provided. Whenever possible, the information will only be transferred at your request to another country where GCI reasonably believes the other country has privacy laws substantially similar to our own.

Online Policy

GCI's website may contain links to other websites whose operator may or may not adhere to a privacy policy or be governed by the National Privacy Principles.

We will not collect any information from our website except where visitors knowingly provide it to us. The information collected will depend on how the facilities are used on the website and may include some of the personal details stated above.

Online policy continued...

For example, if a person visits the website to browse or download information, our system will record the date and time of the activities, the information viewed and/or downloaded. In the event that a person enters information in the process of completing an email or any other on-line forms, GCI will collect the information submitted.

Our website uses cookies, which allows us to identify the browsers used by those using our site. Cookies simply allow us to track usage patterns so that we can measure the level of interest in various areas of our site. All browsers have the facility to notify users when they receive a cookie and elect to either accept it or not. Each Internet Service Provider should be able to assist users with their preferences.

Children

We understand the importance of protecting children's privacy, especially in an online environment. In particular, our websites are not intentionally designed for or directed at children under the age of 13. It is our policy to never knowingly collect or maintain information about anyone under the age of 13, except as part of a specific engagement to provide professional services which necessitates such personal information to be collected or for the purposes of ensuring compliance with our auditor independence policies.

Changes to our privacy policy

From time to time, it may be necessary for us to revise our privacy policy. We reserve the right to change our privacy policy at any time without prior notice. We will notify you of the changes by posting an updated version of the policy on our website.

Point of contact

If you would like to discuss the Gobbledegook Creative Industries privacy policy, you are invited to contact:

Lisa Konig or Nicole Schneider
Gobbledegook Creative Industries
BRISBANE QLD 4500
Phone: 0403 473 707
Phone: 07 3823 3753

Email: enquiries@gcicollective.com.au

Website: www.gcicollective.com.au