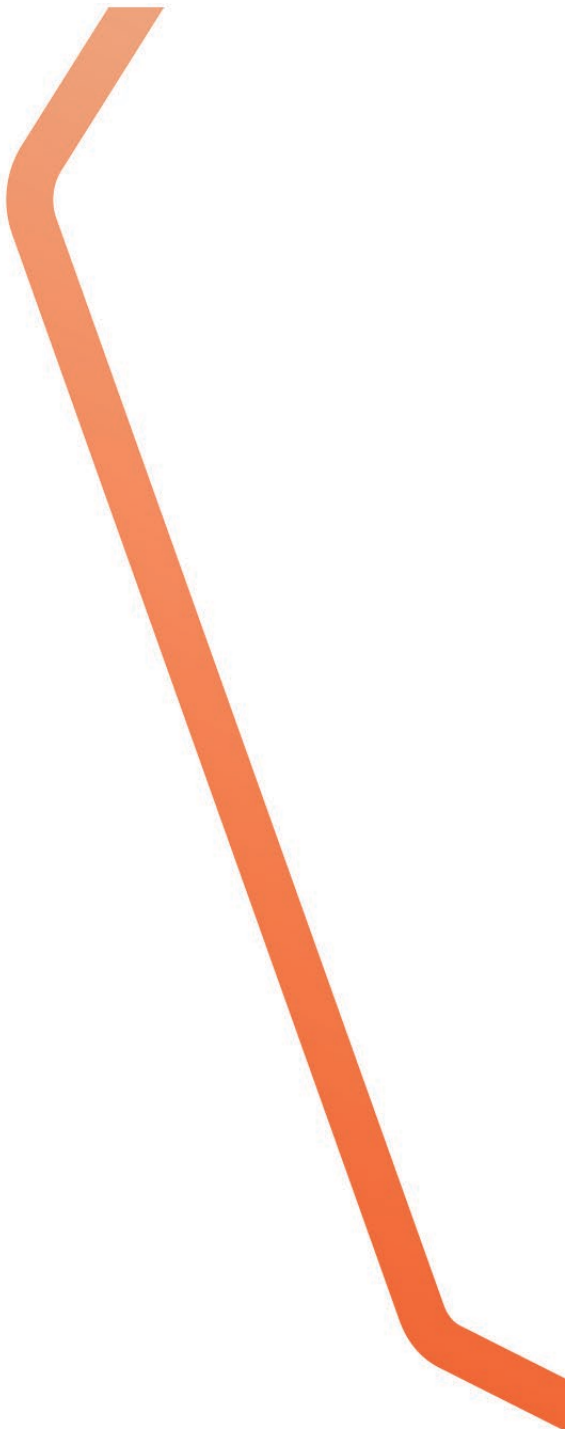




**STADIUMS
TASMANIA**



PRIVACY POLICY



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1 PRIVACY POLICY

The collection, maintenance, use and disclosure of personal information relating to individuals is regulated by the [Personal Information Protection Act 2004](#) (PIP Act). The PIP Act places specific obligations upon personal information custodians for this purpose.

This Policy explains how Stadiums Tasmania ABN: 83 715 326 005 (**Stadiums Tasmania, we, us or our**) manages your personal information, the types of personal information we collect and the reasons we collect it, how we generally use and disclose your personal information and how we store and protect it. This Policy also explains how you can access and correct personal information that we hold about you and how you can make a complaint if you have a concern about how Stadiums Tasmania has dealt with your personal information.

When you acquire a service from us you will receive further information about our privacy practices where appropriate.

We may change this Policy at any time by publishing an updated version on our website. We encourage you to review and check our website regularly for any updates to this Policy.

Please contact us with any questions, comments or concerns about this Policy or our procedures, or if you would like a copy of this Policy, at the contact details specified at section 7 below.

2 APPLICATION TO STADIUMS TASMANIA

Under the PIP Act, Stadiums Tasmania is the custodian of personal information related to its functions and activities.

3 WHAT IS 'PERSONAL' INFORMATION

'Personal information' is information or opinion, recorded in any format, about an individual whose identity is apparent or is reasonably ascertainable from the information or opinion. This includes information about individuals who have been deceased for less than 25 years.

A person's recorded image on CCTV (or photograph, video etc) is not, for example, personal information unless, from that image, the person's *identity* is apparent or reasonably ascertainable.

'Basic personal information' (i.e. name, residential or postal address, date of birth and gender of an individual) can be used and disclosed to other Government bodies without consent in certain limited circumstances.

This Policy does not extend to public information, as such information is not regulated by the PIP Act.

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If, for example, a person's email is contained in a publicly available record or publication it is public information – to which the PIP Act does not apply.

Sensitive Information

'Sensitive information' may include, but is not limited to, things like health information, criminal record, racial origin and sexual preferences. Generally, Stadiums Tasmania will only collect sensitive information if it is necessary and the person consents, or if the collection of that information is required or permitted by law.

4 PERSONAL INFORMATION COLLECTED

Stadiums Tasmania only collects personal information that is necessary for it to perform its functions.

The types of personal information we collect about you may include but are not limited to:

- names, contact information such as address(es), phone number(s), fax number(s) and/or email address(es);
- information relating to our contractors and prospective employees (such as contact details, date of birth, bank details, employment history, psychological testing, referees, criminal records, health checks, performance, salary, superannuation and tax file numbers and other personal information);
- information relating to people who access our websites;
- any specific information about a person that may be required to enable us to provide a service or administer legislation; and
- any other personal information that is reasonably necessary to provide our services and/or conduct our functions or activities.

We may also collect personal information about you because the collection of the information is required or authorised by law or a court / tribunal order.

In certain circumstances we may be required to collect government-related identifiers (e.g. tax file number for employment).

Stadiums Tasmania takes reasonable steps to ensure that the personal information it holds is accurate, complete and up to date. Where practicable, we will check on the accuracy of personal information before it is used.

Information collected via our Website

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Personal information may be collected by us and by our third party service providers who assist us in operating our website at www.stadiumstasmania.org, including its subdomains and any other website we operate from time to time (collectively the Website).

We may use various technological methods from time to time to track the visiting patterns of individuals accessing our Website, including but not limited to the methods set out in this section.

Google Analytics

We may use Google Analytics to help analyse how you use our Website. Google Analytics generates statistical and other information about website use by means of cookies, which are stored on users' computers. The information generated is used to create reports about the use of our Website. Google will store this information. We will not use Google Analytics to track or to collect any personal information of visitors to our Website. We will not associate any data gathered from this Website with any personal information from any source as part of our use of Google Analytics.

If you do not want your Website visit data reported by Google Analytics, you can install the Google Analytics opt-out browser add-on. For more details on installing and uninstalling the add-on, please visit the Google Analytics opt-out page at <https://tools.google.com/dlpage/gaoptout>.

Click Stream Data

When you read, browse or download information from our Website, we or our internet service provider may also collect information such as the date, time and duration of a visit, the pages accessed, the IP address of your computer, and any information downloaded. This information may be used for purposes including statistical, reporting and website administration, maintenance and improvement purposes.

Cookies

Our Website may use 'cookies' from time to time. Cookies are small text files that are transferred to a user's computer hard drive by a website for the purpose of storing information about a user's identity, browser type or website visiting patterns. Cookies may be used on our Website to monitor web traffic, for example the time of visit, pages visited and some system information about the type of computer being used. We use this information to enhance the content and services offered on our Website.

Cookies are sometimes also used to collect information about what pages you visit and the type of software you are using. If you access our Website or click-through to our Website from a link in an

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email we send you, a cookie may be downloaded onto your computer's hard drive. Cookies may also be used for other purposes on our Website.

You can configure your browser to accept all cookies, reject all cookies, or notify you when a cookie is sent. Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences.

If you disable the use of cookies on your web browser or remove or reject specific cookies from our Website or linked sites then you may not be able to gain access to all of the content and facilities in those websites.

Third party content (eg social media links)

Some of the content on our Website may include applications made available by third parties, such as social media buttons or links that allow you to share content or links to our Website through the relevant third party platforms. These third party applications themselves may facilitate collection of information by those third parties, through your interaction with the applications and sometimes even if you do not interact directly with them. We are not responsible for the technical operation of these applications or the collection and use practices of the relevant third parties. Please visit the relevant third party websites to understand their privacy practices and options they may make available to you in relation to their collection of your personal information.

5 HOW WE COLLECT PERSONAL INFORMATION

We generally collect personal information about you directly from you, unless it is unreasonable or impractical to do so. We may collect your personal information by telephone, in person, in writing, online (including through the use of cookies on our websites), electronically by email, or by the use of surveillance camera systems located at our premises.

You may have the option to remain anonymous, or to use a pseudonym, when dealing with us, please see 'Anonymity' below.

We may also collect your personal information from publicly available sources or from third parties as permitted by law. For example, from address validation software, marketing companies, authorised representatives appointed by you, our subsidiaries and related

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entities, brokers, partners or any other organisation or person you ask us to collect your personal information from.

If we collect information that can be used to identify you, we will take reasonable steps to notify you of this and the surrounding circumstances, if you are not otherwise aware.

Anonymity

You have the option to remain anonymous, or to use a pseudonym, when dealing with us, unless it is impracticable or identification is required or authorised by law or a court/tribunal order. For example, if your inquiry is general, it may not be necessary to identify yourself. If you want to obtain a service, however, identification may be necessary.

Stadiums Tasmania will advise you if it cannot provide you with its services on an anonymous basis.

Unique Identifiers

Stadiums Tasmania does not assign unique identifiers to people unless it is necessary for us to carry out our functions efficiently or is required by law. In certain circumstances, we may collect the unique identifiers assigned to you by another organisation, and we may disclose these for the purposes specified in this Policy or if otherwise permitted or required by law.

6 WHY WE COLLECT, USE AND DISCLOSE YOUR PERSONAL INFORMATION

We may collect, hold, use and disclose your personal information for the following general purposes to enable us to conduct our business:

- to understand your requirements and supply you with goods, services or information;
- to setup, administer and manage our operations and provision of services;
- to develop, manage and improve our relationship with you, your business partners or your related entities;
- to improve our processes, systems, products and services;
- to identify you and conduct appropriate background checks;
- to assess and administer your application for employment, and manage existing contractor relationships;
- to promote and market our products and services to you with your consent or where otherwise permitted by law; and

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- to meet our legal and regulatory obligations (including mandated community service obligations) and comply with law enforcement activities.

Sometimes we are required to collect your personal information to satisfy specific legal or regulatory obligations. The privacy statement you will receive when you acquire a service from us, or interact with us in a different way, will give you further details of which laws may require us to collect your personal information and may also contain additional or different purposes of collection depending on the service you acquire from us or your interaction with us.

If we are unable to collect personal information about you, we may not be able to deal with you, or provide you with our products or services.

General Use and Disclosure of your Personal Information

We use and disclose your personal information for the purposes we collected it, unless you have consented to use or disclosure of the information for another purpose or it is otherwise required or permitted by law. For example, if you would reasonably expect us to do so, we may also use and disclose your personal information for a secondary purpose that is related to a purpose for which we collected it (and, in the case of sensitive information, directly related to that purpose).

Stadiums Tasmania's staff are only provided with or have access to the personal information that is necessary for them to carry out their functions within Stadiums Tasmania. All staff are bound to maintain appropriate confidentiality in relation to information acquired in carrying out their duties.

There may be a need or requirement to disclose some or all of your personal information that Stadiums Tasmania collects to third parties. To the extent we are permitted by law, we may disclose your personal information to such third parties to enable us to conduct our business and for the purposes set out in this Policy including section 5 above, or as otherwise permitted or required by law. These third parties may include but are not limited to:

- contractors and agents of Stadiums Tasmania;
- regulatory or government authorities;
- law enforcement agencies or courts;
- other public sector bodies;
- authorised representatives appointed by you;
- other representatives, agents or contractors we appoint or engage to provide services in connection with the operation of our business and the provision by us of our services, for example information technology services, hosting services, telephony services, mailing

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house services, printing services, call centre services, marketing and communications services, research and planning and development services;

- our business partners;
- our professional advisers;
- any other organisation or person you ask us to provide your personal information to (or collect your personal information from); and
- other third parties as permitted or required by law.

Personal information collected and used in research, statistical analysis, state or national reporting, awareness programs, public statements or training in a de-identified form, so that the person to whom it relates cannot be identified, ceases to be 'personal information' for the purposes of the PIP Act.

Personal information in written submissions on policy matters or matters of public consultation may be disclosed in reports that are made public, unless the submission was submitted and/or accepted on a confidential basis.

Marketing

We may use the personal information we hold about you to identify services and products that may be of interest to you.

You consent to us using your personal information for sending you information, including promotional material, about us or our products and services, now and in the future. You also consent to us contacting you by email, text message, phone or by post for these purposes.

We may also use internet-based marketing including targeted online advertising and online behavioural marketing but this will not always use personal information and accordingly you may not be able to opt out of receiving such marketing.

You can contact us at any time if you no longer wish to receive marketing materials from us.

Disclosure overseas or outside of Tasmania

Some of your personal information may be disclosed, processed or stored overseas or outside of Tasmania by us or by our third party service providers. You consent to the collection, use, storage, and processing of your personal information outside of Tasmania as set out in this Policy.

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Where personal information is disclosed, processed or stored overseas or otherwise outside of Tasmania, we take reasonable steps to ensure that the relevant recipients comply with the PIP Act and any other applicable laws and to protect your personal information in a substantially similar way to us.

7 SECURITY OF PERSONAL INFORMATION

Stadiums Tasmania has implemented technology and security policies, rules and measures to protect the personal information that we have under our control from unauthorised access, improper use, unsanctioned alteration, unlawful or accidental destruction and accidental loss.

Stadiums Tasmania will take reasonable steps to destroy personal information where it is no longer required (except where required to be kept in compliance with law including the *Archives Act 1983*). Stadiums Tasmania will take reasonable steps to ensure that personal information is accurate, complete and up to date whenever Stadiums Tasmania discloses or uses it.

8 ACCESS TO AND CORRECTION OF THE INFORMATION COLLECTED

The PIP Act provides that a person may be provided with access to their personal information held by Stadiums Tasmania, on receipt of a written request.

If a person considers the personal information held by Stadiums Tasmania to be incorrect, incomplete, out of date or misleading, he or she can request that the information be amended. Requests to access or amend personal information held by Stadiums Tasmania should be addressed to the Privacy Officer at Stadiums Tasmania by mail at:

GPO Box 823
Hobart Tasmania 7001

If a person is not satisfied with the handling or outcome of their request for access to or amendment of his or her personal information, a complaint can be lodged with the Ombudsman. The Ombudsman's Office can be contacted on 1800 001 170, and by email at: ombudsman@ombudsman.tas.gov.au.

9 VARIATION

This policy may be reasonably varied, terminated or replaced by Stadiums Tasmania in its sole discretion from time to time.

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10 REFERENCE/ASSOCIATED DOCUMENTS

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11 DOCUMENT CONTROL

| Version | Date | Description | Author | Approved |
|---------|---------------|-----------------|---------|-----------|
| 1.0 | December 2023 | Approved Policy | J Poole | The Board |

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SCHEDULE 1 – Privacy Officer Contact Details

To request access to personal information please contact the Privacy Officer:

Email Address: admin@stadiumstasmania.org

Mail Address: GPO Box 823 Hobart Tasmania 7001

Please mark 'Private and Confidential' and to the attention of the Privacy Officer.

Appendix 1 – Privacy Statement for Website

Stadiums Tasmania | Privacy Statement

Your Personal Information is being or has been collected by Stadiums Tasmania ABN: 83 715 326 005 (collectively **Stadiums Tasmania, we, us or our**) to assist us in providing our services and otherwise conducting our business functions and activities.

Stadiums Tasmania will manage your personal information in accordance with the *Personal Information Protection Act 2004* (Tas).

By providing your Personal Information, you agree that it will be used and disclosed by Stadiums Tasmania in accordance with this statement and Our Personal Information Protection Policy (**Privacy Policy**) which you can obtain by contacting us and requesting a copy. If you do not agree, then you must not provide your Personal Information, and we may not be able to communicate with you or provide certain services or products to you.

In particular, your personal information may be collected, used and disclosed by Stadiums Tasmania for purposes relating to providing you with updates on events, memberships and offers. We may also use the information for related purposes.

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We may disclose your Personal Information to third parties who provide products and services to us or through us in the ordinary operation, administration or promotion of our business, and otherwise in accordance with our Privacy Policy and in circumstances allowed for by law. In so doing, we may also disclose your Personal Information to third parties who may be located outside of Tasmania, and outside of Australia, from time to time.

We may use and disclose your Personal Information for direct marketing purposes, such as to send you information and updates about programs, products or services which we think may interest you or that you have requested or opted in to, unless you opt out (which you can do at any time in accordance with our Privacy Policy).

You have the right to access your Personal Information by request to Stadiums Tasmania. Our Privacy Policy explains how you can contact us to access and correct your Personal Information or make a privacy complaint.

For further information please read Stadiums Tasmania's Privacy Policy.

By clicking Submit you indicate you have read the above statement and authorise Stadiums Tasmania to collect and retain your personal information for the purposes identified on this form.

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