



MCHN VIC
INC (A0060195T)

MCHN VIC responsibly collect and handle personal information and comply with the Privacy Act 1988 and the Privacy Amendment Act 2014. <https://www.oaic.gov.au/privacy-law/privacy-act/>

Collection of information is also governed by our privacy policy.

Privacy Policy

The MCHN VIC is committed to complying with the Privacy Act.

This Act specifies 13 Australian Privacy Principles (APPs). This document outlines the policy of MCHN VIC regarding its management of personal information under these principles.

- APP1 - open and transparent management of personal information
- APP2 - anonymity and pseudonymity
- APP3 - collection of solicited personal information
- APP4 - dealing with unsolicited personal information
- APP5 - notification of the collection of personal information
- APP6 - use or disclosure of personal information
- APP7 - direct marketing
- APP8 - cross border disclosure of personal information
- APP9 - adoption, use or disclosure of government related identifiers
- APP10 - quality of personal information
- APP11 - security of personal information
- APP12 - access to personal information
- APP13 - correction of personal information

APP 1 – Open and transparent management of personal information

MCHN VIC only collects and holds personal information that is necessary for the performance of its functions or activities.

Upon collection of such information the MCHN VIC will inform the individual; why it is collecting personal information, how that information can be accessed, the purpose for which the information is collected, with whom the MCHN VIC shares this information, any relevant laws that require the MCHN VIC to collect the information, and the consequences for the individual if all or part of the information is not collected.

Currently, MCHN VIC holds the following personal information for the following reasons; Personal contact details (telephone number, email address, home address) for the purpose of circulating information and for the register of members that is required for incorporation.

MCHN VIC will provide a copy of this policy to any person who requests it.

APP 2 –Anonymity and pseudonymity

As it is a requirement of the Incorporation of MCHN VIC to have a register of members it is impractical to deal with individuals who have not identified themselves.

APP 3 - Collection of solicited personal information

It is a requirement of Consumer Affairs Victoria (CAV) for the Incorporation of MCHN VIC to collect personal information for the register of members.

“Sensitive Information” means information or an opinion about an individual’s, race or ethnic 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 preferences or practices; criminal record – that is also personal information.

MCHN VIC will not collect sensitive information about an individual unless it is for one of the circumstances specified under the Act and we have consent of the individual.

APP 4 - Dealing with unsolicited personal information

MCHN VIC deals with unsolicited personal information in accordance with the requirements set out in the Privacy Act.

APP 5 Notification of the collection of personal information

MCHN VIC outlines the requirement for the collection of personal information on all documentation pertaining to membership and functions or activities of the association.

APP 6 - Use or disclosure of personal information

The MCHN VIC only uses and discloses personal information for the primary purpose for which it was collected, or, a secondary purpose, related to the primary purpose, that the individual would reasonably expect, or a secondary purpose that has the consent of the individual, or where required by law to do so, or for any other reason permitted by the Act.

APP 7 – Direct marketing

MCHN VIC will not use or disclose personal information for the purpose of direct marketing

APP 8 – Cross-border disclosure of personal information

MCHN VIC will only disclose personal information with the consent of the individual unless otherwise required or authorised by or under Australian law or a court.

APP 9 – Adoption, Use or disclosure of government related identifiers

MCHN VIC will not adopt a government related identifier. Identifiers used will be unique to MCHN VIC.

APP 10 – Quality of personal information

MCHN VIC is committed to ensuring that the personal information it holds is accurate, complete and up to date. MCHN VIC will conduct an information audit annually to ensure this occurs.

APP 11 – Security of personal information

MCHN VIC is committed to protecting the personal information it holds from misuse, loss, unauthorised access, modification or disclosure.

MCHN VIC will take reasonable steps to lawfully and responsibly destroy or permanently de-identify personal information when it is no longer needed for any purpose.

APP 12 - Access to personal information

Individuals have the right to seek access to their own personal information held by MCHN VIC and make corrections. Requests for access and correction should be made to MCHN VIC.

APP 13 - Correction of personal information

MCHN VIC is committed to ensuring that the personal information it holds is accurate, complete and up to date.

Further Enquiries

If you have any questions about the Privacy Policy, please **contact us:** mchnv.inc@gmail.com