Palliative Care New South Wales Incorporated (trading as PCNSW) (ABN 67 231 950 900) embraces the National Privacy Principles. We respect your privacy and safeguard your personal information. All personal information collected is protected by the *Privacy Act 1988 (the Act)*.

PCNSW follows the Australian Privacy Principles in handling personal information; we collect personal information about individuals including members, employees, contractors, volunteers, special representatives/delegates and job applicants.

What information we collect and why?

PCNSW will not collect your personal information without your consent in accordance with our privacy policy.

The information we collect and hold generally includes contact details (name, address, email), personal details, including date of birth and gender, credit card or bank accounts details. We normally collect this information in order to process your membership, provide a receipt, to maintain accurate details of your history and keep you informed of our work.

Internet

If you give us your email address or other personal information or subscribing to one of our mailing lists, or registering for information, it will be used to inform you about PCNSW's activities, which may be of interest to you. The PCNSW's website uses cookies and tracking technology to enhance your experience and deliver content relevant to your behaviour. This enables us to gather information such as the number of website visits and how you interact with our website.

We use this information to help us understand more about how our site is used, so we can continually improve your experience. We use two types of cookies on our website:

- 1. per session cookies, which are temporary cookies that remain in the cookies file of your browser until you leave our site; and
- 2. persistent cookies, which remain in the cookies file of your browser for longer, these cookies are used to store information between visits to a site.

If you do not wish to receive cookies you can modify your web browser to refuse them, or to notify you when you receive a new cookie. However, you may not be able to use all the interactive features of our site if cookies are disabled.

Maintaining your information

Our Privacy Policy can be read in full at <u>http://www.palliativecaensw/site/privacy-policy</u> and contains information about how you can access or correct your personal information, how to lodge a complaint regarding the handling of your information and how that complaint will be handled by PCNSW.

If you have any questions about privacy, wish to access or change your details, please contact our Executive Officer:

Mail:

Palliative Care New South Wales Inc. PO Box 487 Strawberry Hills NSW 2012 or 414 Elizabeth Street Surry Hills NSW 2010

Phone: +61 2 9206 2094



