



## ASC Restorative Program - Privacy Collection Notice

This privacy collection notice explains how the Australian Sports Commission (ASC) manages personal information collected from you and other parties when you engage with the ASC Restorative Program (the Program).

The ASC will protect your personal information in accordance with its obligations under the *Privacy Act 1988* (Cth) (Privacy Act). Your information will be used and disclosed in accordance with this privacy collection notice, the Stage One Intake Form and (if applicable) Stage Two Submission Form. Your information will not be used or disclosed by the ASC for other purposes, except with your consent or where required by law.

### 1. General privacy advice

The ASC (which incorporates the AIS and Sport Australia) may collect and use personal information for any of the ASC's functions under section 7 of the *Australian Sports Commission Act 1989* (Cth) (ASC Act).

The ASC is bound by the provisions of the Privacy Act, including the Australian Privacy Principles (APPs).

The APPs govern how the ASC collects, holds, uses and discloses personal information.

### 2. Why the ASC needs to collect your personal information

The ASC needs to collect your personal information for the following purposes related to the Program:

- to confirm your identity;
- to confirm your eligibility for the Program;
- to administer the Program, including to make assessments and determinations related to your participation in the Program and conducting any reviews of decisions;
- to provide you with services under the Program;
- to evaluate and internally report on matters relevant to the ASC's administration of the Program; and
- to create insights and knowledge to guide future programs and practices and improve culture and governance both internally within the ASC and within Australian sport.



### 3. Types of personal information the ASC will collect

The ASC may collect the following types of personal information for purposes related to the Program:

- full name;
- date of birth;
- your AIS scholarship sport;
- the dates of your AIS scholarship period;
- contact details;
- your personal experiences;
- bank account details;
- health and medical information;
- copies of your identity documents (e.g. passport or driver's licence); and
- any other information you may choose to provide.

The ASC will collect personal information directly from you in most instances. The ASC will also have access to personal information collected by the ASC during your AIS scholarship.

### 4. Consequences if the ASC does not collect your personal information

If the ASC does not collect your personal information the ASC may be unable to assist you in the Program.

### 5. Use and disclosure of your personal information

Your personal information will be used by the ASC in administering the Program, including making assessments, determinations and conducting any reviews of decisions, and providing services under the Program.

Your personal information may be disclosed to third party contractors of the ASC providing services within the Program (e.g. a health professional providing Program services to you). All third party contractors will have contractual obligations regarding protection of your personal information.

The ASC has contracted Cited.com (Bright People Technologies Pty Ltd) to provide services to confirm the identity of applicants to the second stage of the ASC Restorative Program. The Cited Privacy Policy: <https://cited.com.au/privacy/> provides more information on how they manage information you may provide.

Your personal information may also be disclosed to other third parties for the purposes of the Program with your consent.



Your personal information may be used and disclosed by the ASC for the purposes of administering the ICT systems managing the Program, including fraud prevention and audit activity.

Your personal information may also be disclosed by the ASC:

- to your authorised representatives or legal advisors;
- to Sport Integrity Australia as permitted by section 57A of the ASC Act; and
- where required by law (e.g. by a court or tribunal under discovery, subpoena or summons, by the police or regulatory body that may compel the ASC to release information, or where required by mandatory reporting obligations).

For reporting purposes, the ASC may make available de-identified summary information from the Program (e.g. number of persons applying to the Program, their sporting affiliation, types of experience reported, Program expenditure). Any summary information released will not contain the personal information of any individual Program participants.

The ASC may also share general insights and knowledge, to guide programs and practices and improve culture and governance, internally within the ASC, with Sport Integrity Australia and within Australian sport. Such general insights and knowledge created or shared will not contain the personal information of any individual Program participants.

## 6. Retention of records

As a corporate Commonwealth entity, the ASC is required to comply with the *Archives Act 1983* (Cth) to maintain the security and retention of its records over time.

This requires the ASC to have control of its records and to manage them appropriately for periods up to 99 years.

## 7. Complaints and access to records

If you are unhappy about the way the ASC has handled your personal information, or you would like to seek access to, or correction of, your personal information, you can contact the ASC Privacy Officer at [privacy@ausport.gov.au](mailto:privacy@ausport.gov.au).

## 8. Where to go for more information and how to contact the ASC

The ASC Privacy Policy contains further information about the way the ASC manages personal information, including:

- information about how you may access your personal information held by the ASC and seek correction of that information; and
- information about how you can complain about a breach of the APPs and how the ASC will deal with such a complaint.



The ASC Privacy Policy is available on the ASC website at [https://www.sportaus.gov.au/legal\\_information/privacy\\_policy](https://www.sportaus.gov.au/legal_information/privacy_policy) or by request to the ASC Privacy Officer at [privacy@ausport.gov.au](mailto:privacy@ausport.gov.au).

If further information about this privacy collection notice is required, or if you have any questions about the handling of your personal information, please contact the ASC Privacy Officer at [privacy@ausport.gov.au](mailto:privacy@ausport.gov.au).

