

PRIVACY POLICY

It is the policy of SMW Group to respect the confidentiality of information and the privacy of individuals. SMW Group has based its privacy policy on the Privacy Act 1988, Privacy Amendment (Enhancing Privacy Protection) Act 2012 and Privacy Amendment (Notifiable Data Breaches) Act 2017.

The type of personal information that SMW Group may collect from individuals will depend upon the particular transaction and the dealing. Generally, we collect personal information in order to properly and efficiently carry out one or more of our functions. We only use personal information for the purpose(s) for which it was given to us and for directly related purposes (unless otherwise required or authorised by or under law); as consented to by you or if a permitted general situation exists.

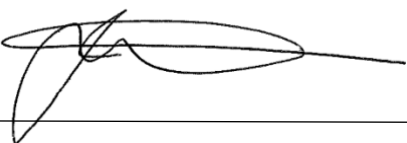
SMW Group does not collect sensitive information without the individual's consent and unless it is specifically relevant and necessary for business functions. All sensitive information is collected and used in accordance with this privacy policy. SMW does not use government identifiers (e.g. tax file numbers) to identify individuals. SMW Group does not disclose your personal information for any secondary purposes unless your consent has been given or as required by law and will not sell or license any personal information that it collects from an individual.

We take all reasonable steps to protect the personal information held in our possession against loss, unauthorised access, use, modification, disclosure or misuse by appropriate physical and communications security. We take all reasonable steps to make sure that the personal information we collect and store is accurate, up-to-date, complete, relevant and not misleading. All records are either destroyed or disposed of in a manner that protects the privacy of information in an appropriate manner.

You have a right under the Privacy Act to access personal information we hold about you with some exceptions, as specified in the Act. You also have a right under the Privacy Act to request corrections to any personal information that we hold about you if you think the information is inaccurate, out-of-date, incomplete, irrelevant or misleading.

You can make enquiries, requests to access/delete or correct your information, or complain about alleged breaches of the Privacy Act to our General Manager. The request must be in writing, verifying your identity and specifying what information you require. We will respond to your request within a reasonable period after the request is made and provide access to the information in the manner requested, if it is reasonable and practicable to do so.

This Policy statement shall be available at all SMW Group workplaces. This policy is to be communicated to all SMW Group staff, contractors/sub-contractors, and visitors on all project sites.



Jack Trenaman
CEO