

## **ATHLETICS TASMANIA PRIVACY STATEMENT**

Athletics Tasmania (AT) is committed to the protection of your personal information in accordance with the requirements of the National Privacy Policy contained in The Privacy Act (1988), as amended, and the respective regulations (collectively known as the “Privacy Legislation”). It is a policy of AT not to interfere with an individual’s privacy rights in the way it collects, uses or disseminates personal information.

In general, there are four categories of persons whom AT recognizes will be affected by this Privacy Statement. These are:

1. Those athletes and athlete officials who are registered with a member of AT;
2. Any person who participates in an athletic or related event organised or conducted under the control, auspices or patronage of AT;
3. Members of the Board of AT; and
4. Employees of AT.

As a general rule, AT will:

- Not collect personal information unless it is necessary for its business activities;
- Only collect personal information lawfully and fairly;
- Not use or disclose personal information about an individual for a purpose other than that for which it was collected unless such use or disclosure would be reasonably expected or has been expressly authorised by the individual concerned;
- Take reasonable steps to ensure that the personal information it holds is accurate, complete and up-to-date;
- Take reasonable steps to protect personal information from misuse or loss;
- Where necessary, take reasonable steps to let a person know what sort of personal information it holds;
- Where necessary and requested by the individual concerned, provide the individual with access to personal information held in relation to that individual;
- With some exceptions, only transfer such information to someone in a foreign country if that country has privacy laws similar to the Privacy Legislation; and
- Not collect sensitive information without the consent of the individual concerned.

**“Personal information”** encompasses all information that allows the identity of a person to be ascertained such as names, addresses, contact details and the like.

**“Sensitive information”** includes political opinions, religious beliefs, professional or trade association memberships, sexual preferences and health information about an individual.

In relation to the four classes of persons set out above, the types of information that will normally be collected and disseminated are as follow:

#### **A. Persons registered with a member of AT**

AT will store on its database, the name, date of birth, address, contact details and such details of past sporting performances of persons registered with a AT. Unless AT obtains the prior consent of the individual person concerned, it will not disclose such information to third parties but may itself use this information for the purpose of furthering the interest and affairs of AT and entities with which it is associated.

Note: sensitive information including medical and anti-doping details concerning elite athletes registered with AT. AT will only disclose such information to relevant third parties, such as the IATF, ASDA or medical authorities, if deemed by the General Manager to be necessary for the athlete's wellbeing or to comply with the rules of the sport or any legislative requirements.

#### **B. Participants in AT organised sporting or related events**

AT will collect such details as the name, address and contact details of participants in all sporting or related events organised or conducted under the control, auspices or patronage of AT. In this instance, the information may be collected by an event organiser on behalf of AT.

#### **C. Board Members**

AT will collect details such as the date, place of birth, address and contact details of individual board members. In accordance with the requirements of the Corporations Act, it will also require board members to disclose any material interest they may have in relation to any particular transaction AT undertakes as well as a member's shareholding in certain corporations. Except with the consent of the board member concerned, AT will only disclose such information to regulatory bodies such as the Australian Securities and Investment Commission, fellow Board Members or to such persons the General Manager deems necessary for the proper conduct of the business of AT.

#### **D. Staff Members**

Employee records are information of a current or past employee's:

- Contact details, performance or wages;
- Engagement, terms and conditions and hours of employment;
- Training, disciplining, resignation or termination;
- Recreation, long service, sick, personal, maternity, paternity or other leave; and
- Taxation, banking or superannuation affairs and trade union membership, if applicable.

AT will only disclose employee records to its General Manager and where necessary, staff members, insurance companies, consultant, advisor or such other persons for the proper conduct of its business or to comply with legal requirements.

### **Use of personal information for AT's business activities**

AT intends to use the information collected in any of the above categories for the development of the sport of athletics, to keep persons informed about the sport, its activities and related products and for direct marketing purposes. Where possible, AT will only disclose such information where it has obtained the written consent of the individual concerned. In this instance, AT will provide an express option for persons to decline receiving marketing communications with AT, via an opt-out mechanism. AT will only send you mails or emails if you have elected to receive them or if they are in response to a mail or email AT receives from you.

At any time, you may notify AT should your contact details change or if you do not wish to receive marketing materials or any other communications from AT, by either telephoning AT on (03) 62349551 or sending a request in writing to the below address:

Athletics Tasmania  
PO Box 2051, HOBART TAS 7001  
[info@tasathletics.org.au](mailto:info@tasathletics.org.au)

### **Disclosure without prior authorisation**

In certain circumstances, AT may be authorised by law to disclose your personal information even where such written consent has not been provided:

- Where there are grounds to believe that disclosure is required in order to prevent a threat to health or life;
- Where AT suspects that unlawful activity is or has been engaged in, such personal information may be used to investigate the suspected lawful activity; or
- The use is authorised by law or reasonably necessary to enforce the law.

For more information about AT's Privacy Policy, please contact the Executive Officer **Gabby Steele** on (03) 6234 9551.