



Privacy Policy

EMG Facility Services Pty Ltd trading as Austral Facility Services (AFS) respects the privacy of all our people including employees, contractors, suppliers, and clients, and is committed to safeguarding the personal information that is provided to us.

Personal information collected by AFS is protected by the Privacy Act 1988 (Cth) (the 'Privacy Act'). Personal information is any information that can be used to identify an individual and includes sensitive employment and health information.

AFS follows the Australian Privacy Principles contained in the Privacy Act in handling personal information from any source.

The primary purpose for collecting personal information is to provide facilities services to clients. The kind of personal information we collect may vary and will depend on each person's relationship with AFS (e.g. as an employee, contractor client, supplier).

We usually collect personal information directly from the individual person. However, we sometimes collect personal information from a third party such as an employer, training provider or from a publicly available source, but only if:

- The individual has consented to such collection or would reasonably expect AFS to collect personal information in this way, or
- if it is necessary for a specific purpose.

AFS will only collect personal information for purposes that are reasonably necessary for one or more of our functions or activities.

Personal information may be used to:

- Provide goods or services;
- Provide educational information;
- Report to government;
- Respond to feedback or complaints; and
- Answer queries.

Wherever possible AFS will use information in a de-identified form. Personal information will not be disclosed to third parties without permission, except where it is permitted under the Privacy Act.

AFS will take steps to protect all personal, sensitive and health information and government related identifiers held by the Company against misuse, interference, loss, unauthorised access, modification, and disclosure. Any data breach where personal information is accessed or disclosed without authorisation or is lost and is likely to result in serious harm will be reported to the individual(s) concerned and the Office of the Information Commissioner.



In line with the Australian Privacy Principles AFS will adhere to providing personal information and correcting or updating personal information held by the Company when requested by the individual to do so.

Any person listed on one or more of our network email lists can opt out at any time by unsubscribing.

ABN 66 623 184 529

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Your Place. Our Priority.