



National Centre for Vocational Education Research Ltd

Privacy Policy

Background

1. NCVER collects Personal Information¹ by way of national VET statistical collection from students, providers, apprentices and trainees.
2. NCVER also collects Personal Information from individuals for the purpose of communicating with stakeholders and disseminating information relating to its research and statistics.

Aim

3. NCVER complies with the *Privacy Act 1988* and the National Privacy Principles (NPPs) which form part of that Act, in its management of Personal Information and sensitive information related to race, religion, political affiliation or to any health information it may collect. NCVER follows these national principals in its collection, use, maintenance, disclosure and storage of such information.

Policy

4. Any individual has the right to access Personal Information about them held by NCVER (subject to the exceptions prescribed by the *National Privacy Principles*). Any request for such information will be answered in writing within 14 days. The request should be addressed to Privacy Officer, NCVER, Level 11, 33 King William St, Adelaide, 5000.
5. For information about NCVER's management of Personal Information, including complaints, contact the Privacy Officer, NCVER, Level 11, 33 King William St, Adelaide, 5000. Phone (08) 8230 8400.

¹ Personal Information collected at NCVER includes name, title, position, contact details and (perhaps) a photograph.