

**Privacy Contact Person:**

## What the Privacy Act means to you:

Privacy Information Brochure

### Uniting Church Vision Statement

#### Our commitment to the privacy policy

We value our church members and will treat all personal information with sensitivity and confidentiality.



Uniting Church. **Uniting People.**

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**SYNOD PRIVACY OFFICER:**  
Malcolm Wilson

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# Privacy, the church and the law

## The Legislation

The Privacy Amendment (Enhancing Privacy Protection) Act 2012 was passed on 29th November 2012 and took effect from **12th March 2014**. New Regulations under the Act were also implemented from 12th March 2014. The Church first became bound by the provisions of the former Privacy Protection Act from 2001.

The Uniting Church in Australia (SA Synod), including all congregations and presbyteries, will comply with the new law and the thirteen Australian Privacy Principles as stated below:

- Open and transparent management
- Anonymity and Pseudonymity
- Collection of Solicited Personal Information
- Dealing with Unsolicited Personal Information
- Notification of the collection of personal information
- Use or Disclosure of Personal Information
- Direct Marketing
- Cross-Border Disclosure of personal information
- Adoption, Use or Disclosure of Government Related Identifiers
- Quality of Personal Information
- Security of Personal Information
- Access to Personal Information
- Correction of Personal Information

For more information about the Act and the Australian Privacy Principles contact our Privacy Contact Person or visit the Australian Information Commissioner's website at

The Uniting Church Synod of South Australia has formulated its own Privacy Policy. A Privacy Manual which details the Church's position on privacy is available on request.

## What information do we collect?

Personal information may be collected in a variety of ways including registration or enrolment forms, or in personal notes.

The information collected may include names, addresses, email addresses, telephone and fax numbers, medical details, family details (including spouses, children, guardians & parents' details), credit card and account numbers, and any notes taken for counselling purposes.

## How are we responding?

- We will only collect personal information if it is necessary for our mission and ministry. Individuals will be notified of our intended uses of the personal information at the time of collection.
- Personal information will be securely stored and not disclosed to other parties without the individual's consent.

- If you become aware that your congregation/presbytery is holding personal information which is no longer required, incorrect, or out of date, please notify them so they can amend or destroy the information. This will be done in a secure and sensitive way.

## Your rights

If you would like to view your personal information, you should contact your local congregational Privacy Contact Person.

If you have any questions about the personal information the church has about you, put your concern in writing.

If your concern is not addressed to your satisfaction, then forward your concern to the Synod Privacy Officer whose address is on the back of this brochure.

If you still feel that your concerns have not been resolved, your complaint can be sent direct to the Privacy Commissioner's office (a Federal Government Department) for their attention.