Disclosure Collection Notice

AdSAFE Ltd (ACN 615 376 997) (We, Our, Us) use this collection notice to tell you how we will collect, hold, use and disclose your personal information in accordance with the Australian Privacy Principles (APPs) contained in the Privacy Act 1988 (Cth).

Our Privacy Policy

Our full policy relating to the privacy of your personal information is available on our website at [insert link] (Privacy Policy).

The Privacy Policy explains how you may access personal information held by us and seek the correction of the information and how you may complain about a breach of the APP that we are bound by and how we will deal with a complaint. A printed copy of the privacy policy can be obtained free of charge by contacting our Privacy Officer.

Our contact details

If you have any questions or concerns regarding our Privacy Policy or our use of your information, please contact our Privacy Officer at privacy.officer@adsafe.org.au or by phone on AU: 1800 220 468 or NZ: 0800 442 458

How we collect your personal information

As well as collecting your personal information directly from you through this form found on our website, it is also collected in person or by phone. We may also collect your personal information from third parties including:

- your local church, local conference or a SDA entity where you are employed or engaged; and
- third parties other than above (e.g. churches, schools, government and independent agencies, hospitals).

Why do we collect the personal information?

The main purposes for which we collect, hold, use and disclose your personal information in this **Incident Information Form** is to ensure the safety of children and vulnerable persons in our church settings.

Information we collect:	The primary purpose for collecting this information is to:
- your name and contact details; - your date of birth; - your church and church roles - survivor's name and contact details - survivor's date of birth or age; - survivor's church - person subject of allegation (PSOA)'s name - PSOA's date of birth or age - PSOA's church involvement past and present - incident date or time span and location - age of survivor at the time of incident - alleged conduct - relationship between survivor and PSOA	- ensure the safety of children and vulnerable person in the wider community by appropriately reporting alleged harm to appropriate government authorities and other child protection services. - respond to allegations of abuse within the Church setting including the coordination of investigations; - provide psychological support and justice pathways for survivors of abuse and their families, including operation of a redress scheme; - to establish and administer a register of persons of concern and known offenders; - to implement screening procedures that mitigate against the risk of abuse; - manage the safe attendance for applicants who have a sustained finding for an allegation of sexual or physical abuse against a child or vulnerable person;

Sharing your personal information

We may use and disclose personal information for related purposes to third parties including:

- our related entities, including entities located overseas, such as New Zealand and the wider South Pacific, including Papua New Guinea, Solomon Islands, Vanuatu, Fiji, Tonga, Kiribati, Western Samoa, American Samoa, Niue, Tuvalu, Cook Islands, Tahiti but only to manage risk in their Church Setting;
- individuals appointed by a government responsible for the investigation and resolution of your matter;
- government departments such as departments of child safety, police or courts;
- where you have otherwise consented;
- our contracted service providers;
- people providing administrative services to us;
- anyone you authorise us to disclose information to; and
- anyone to whom we are required or authorised to disclose the information to by law, including under child protection laws.

You can refuse to provide this personal information. Refusal may mean that we are unable to appropriately manage child and vulnerable person protection risks in our church settings.