



PRIVACY STATEMENT

19 JUNE 2024

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Youth Insearch Foundation (Youth Insearch) is committed to a privacy statement that safeguards the privacy of client and complies with its obligations under the *Privacy Act 1998* and the *National Privacy Principles*. This privacy statement declares the intentions of Youth Insearch in relation to stakeholder information and data, how personal information is stored, how stakeholders can access this information and the purposes for which personal information is used and disclosed.

Data collection

Youth Insearch collects personal information to ensure we provide stakeholders with the most appropriate assistance and relevant information. The information is collected in a fair, legal, and transparent way.

Data storage

Information collected by Youth Insearch while you are accessing our services will be kept in secure locations.

Data use

Youth Insearch will only use personal information collected for the purposes for which it was collected, or other purposes that are agreed to between the organisation and the stakeholder. Additional purposes may be required to comply with legislation. If this is the case, the organisation will communicate to the stakeholder that this has occurred.

Data disclosure

Youth Insearch will only disclose personal information with consent, or as permitted or required by law.

Access and Correction by an Individual

Youth Insearch will provide an individual with access to their personal information, and will ensure access is convenient, without unreasonable delay, and without cost. Individuals have the right to request correction of their personal information if they believe it is inaccurate, out-of-date, incomplete, irrelevant, or misleading.

Data Deletion

Individuals have the right to request the deletion of their personal information. Youth Insearch will comply with such requests without unreasonable delay, provided that the information is no longer necessary for the purposes for which it was collected, it is feasible to delete, and that Youth Insearch is not required to retain it by law. To request deletion of your personal information, please contact the Privacy Officer at privacy@youthinsearch.org.au.

Related documents

- Consent to Share Information Form
- Media Consent Form

Resources

Office of the Australian Information Commissioner (OAIC)
<https://www.oaic.gov.au/about-us/contact-us/>.

Privacy Act 1998
<https://www.oaic.gov.au/privacy/the-privacy-act/>