

PRIVACY POLICY

Policy

The Privacy Policy has been created by Regional Development Australia Townsville and North West Queensland (RDA) to demonstrate its commitment to protecting personal privacy.

The following discloses our information gathering and dissemination practices for this website and applies to all users who access this website.

If you have any questions about this privacy statement or how personal information is handled by the RDA please be in touch using the contact details at the end of this policy.

Information Collected

When you browse this website, our system automatically makes a record of your visit and logs the following information for statistical purposes:

- your server address;
- top level domain name (e.g.: .com, .net, .gov, .au, etc);
- the type of browser and operating system you used;
- date and time of your visit;
- the previous site visited;
- which pages are accessed;
- the time spent on individual pages and the site overall;
- which files were downloaded.

This information is analysed to determine this website's usage statistics.

However, no attempt will be made to identify individual users or their browsing activities except, in the event of an investigation, where a law enforcement agency (e.g. the Australian Federal Police) exercises a warrant to inspect our service provider's log files.

We collect no personal information about you unless you voluntarily choose to participate in an activity through this website that involves the provision of personal information, such as:

- signing up to a newsletter or mailing list;
- sending electronic mail to this website;
- participating in a survey on this website;
- undertaking a payment or other transaction through this website;
- suggesting a link from this web site to an external website.

If you choose not to participate in these activities, your choice will in no way affect your ability to use this website.

Use of Personal Information Collected

Any personal information you choose to provide via this website will only be used for the purpose for which it was collected and will not be disclosed to third parties without your consent or if required by law.

Information about why RDA is collecting your personal information and how it will be used and/or disclosed will be notified to you when you provide the information.

The Internet is an insecure medium and users should be aware that there are inherent risks transmitting information across the Internet.

Information submitted unencrypted via electronic mail or web forms may be at risk of being intercepted, read or modified. If you do not wish to email or send an online form to RDA, you can send mail by post.

Disclosure of your information

We will not use your personal information or data for a purpose other than the purposes for which you supplied it, and will not disclose it to any other person or organisation unless:

- The information is necessary to conduct a transaction between you and that person or organisation and that transaction has been requested by you;
- We are required by law to do so;
- There are reasonable grounds to believe that disclosure is necessary to prevent a threat to life or health;
- That person or organisation is an agent or contractor providing a service to RDA who will be required to maintain the same or similar privacy principles as specified in privacy legislation;
- You have given us consent to do so.

Cookies

A cookie is a small file sent by the RDA's web server onto the user's web browser software when the user accesses this website. (An explanation of cookies generally can be found at the site of the Australian Privacy Commissioner.)

Some parts of this website may use a cookie to maintain contact through a session. The cookie allows RDA to recognise you as an individual as you move from one page of this website to another. This cookie will expire on the close of your browser session or on the closing down of your computer.

Most Internet browsers are pre-set to accept cookies. If you prefer not to receive cookies, you can adjust your Internet browser to disable cookies or to warn you when cookies are being used.

No attempt will be made to identify anonymous users or their browsing activities unless legally compelled to do so, such as in the event of an investigation, where a law enforcement agency may exercise a warrant to inspect the Internet Service Provider's log files.

Google Analytics

In addition to web server logs, RDA also uses Google Analytics, a web analytics service provided by Google, Inc. ('Google'). Reports obtained from Google Analytics are used to help improve our website.

Google Analytics uses 'cookies' to help analyse how users use the site. The information generated by the cookie about your use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States.

Google will use this information for the purpose of evaluating your use of our website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage. Google may transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google.

By using RDA's website, you consent to the processing of data about you by Google in the manner and for the purposes set out above. Please refer to [Google's Privacy policy](#) for further information.

Other Sites

This site contains links to external websites and this privacy statement does not extend to external websites. RDA is not responsible for the privacy practices or the content of external websites.

How to access, correct or update your information

You will have access to the information and content that you provide to us. If you wish to access or modify personal information which you have provided RDA, please get in touch.

We will also allow you access to personal information in accordance with our obligations under the Freedom of Information Act 1992 (QLD).

Contacting the Privacy Commissioner

Advice about the Internet and personal information can be found on the [Office of the Australian Information Commissioner's](#) website

How to contact us

If you have any concerns or questions, please contact RDA

Post:

Regional Development Australia Townsville and North West Queensland
PO Box 1669
TOWNSVILLE QLD 4810
Australia

Phone: (07) 4410 3655

Email: info@rdanwq.org.au