

# Personal Information Collection Statement

Catholic Professional Standards Limited (CPSL) is bound by the Privacy Act 1988 (Cth) (Privacy Act). We collect and hold your personal information, that is, information about you such as your name, contact details and records of our dealings with you. We collect personal information from you for the primary purpose of providing our services to you, providing information to our clients, marketing, to assist you should you have an enquiry and to consider an application for employment or volunteering. We may also use your personal information for secondary purposes closely related to the primary purposes, in circumstances where you would reasonably expect such use or disclosure.

We collect your personal information directly from you unless it would be impracticable or unreasonable to do so. You may refuse to provide us with some or all of your personal information, however, this may limit the ways in which we can interact with you, including providing you with our services.

CPSL may share your personal information, for the purposes explained above, with Church entities, law enforcement bodies, State and Territory agencies, legal representatives, advocates or other professional advisors.

Our Privacy Policy sets out our approach to managing your personal information and how we will respond if there is a breach. In particular, it explains how you may seek to access and/or correct the personal information that we hold about you, as well as how to make a complaint about a breach of our obligations under the Privacy Act and how we will deal with complaints.

You can access our Privacy Policy at [www.cpsltd.org.au](http://www.cpsltd.org.au)

## CPSL Resources Policy

### 3.5 Privacy

*CPSL is committed to providing quality services to you and this Policy outlines our ongoing obligations and responsibilities to you in respect of how we manage your personal information.*