

### **PRIVACY & SECURITY**

Australian Loyalty Association is committed to protecting your privacy, giving you the most powerful and safe online experience. This Statement of Privacy applies to the Australian Loyalty Association website and governs data collection and usage. By using the Australian Loyalty Association website, you consent to the data practices described.

Collection of your Personal Information Australian Loyalty Association collects personally identifiable information, such as your e-mail address, name, home / work address and telephone number. There is also information about your computer hardware and software that is automatically collected by www.australianloyaltyassociation.com

This information can include: your IP address, browser type, access times and referring Web site addresses. This information is used by Australian Loyalty Association for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the **Australian Loyalty Association** website.

### **USE OF YOUR PERSONAL INFORMATION**

We may use your personal information to: enable our partners and sponsors to communicate and manage their relationship with you, including to direct market to you.

provide information to our partners and sponsors about your interaction with their communications, such as whether you have opened an email or clicked on a link. inform you about other products and services offered by Australian Loyalty Association in response to enquiries.

conduct our business, which includes internal administration and operations such as accounting, risk management, record keeping, archiving, testing and staff training develop new programs, products and services and improve our website. undertake planning, research, statistical analysis and database management

fulfil our legal requirements such a disclosure to law enforcement agencies or the courts.

In the course of providing our services we may disclose personal information where necessary to employers, our insurers, to other professional advisers and in circumstances required by law.

This data is used to deliver customised content and advertising within Australian Loyalty Association to customers whose behaviour indicates that they are interested in a particular subject area.

Australian Loyalty Association websites will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Australian Loyalty Association or the site; (b) protect and defend the rights or property of Australian Loyalty Association; and, (c) act under exigent circumstances to protect the personal safety of users of www.australianloyaltyassociation.com, or the public.

### **USE OF COOKIES**

The Australian Loyalty Association website may use "cookies" to help you personalise your online experience. A cookie is a text file that is placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you and can only be read by a web server in the domain that issued the cookie to you. One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the web server that you have returned to a specific page.

When you return to the web site, the information you previously provided can be retrieved, so you can easily use the www.australianloyaltyassociation.com features that you Customised. You have the ability to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of www.australianloyaltyassociation.com

## SECURITY OF YOUR PERSONAL INFORMATION

Australian Loyalty Association secures your personal information from unauthorised access, use or disclosure in a controlled, secure environment.

### **CONTACT INFORMATION**

For more information on how we handle your personal information, or if you are concerned that we may have breached your privacy and wish to make a complaint, please contact us by sending an email. We will respond to your query or complaint by emailing you at the email address we have on file, as this way we can ensure that we are dealing with the correct individual. Australian Loyalty Association will investigate your complaint and will notify you of a decision in relation to your complaint as soon as practicable after it has been made.

If you are not happy with our response, you can contact the hotline of the Office of the Australian Information Commissioner (OAIC) on 1300 363 992 to make a query about your privacy rights, or to lodge a complaint about how we have handled your personal information. The OAIC has the power to investigate the matter and make a determination.

# Our contact details

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Email: enquiries@australianloyaltyassociation.com Phone: (+61) 3 9681 9429

# **CHANGES TO THIS STATEMENT**

Australian Loyalty Association will occasionally update this Statement of Privacy without notice to reflect company and customer feedback and the law.