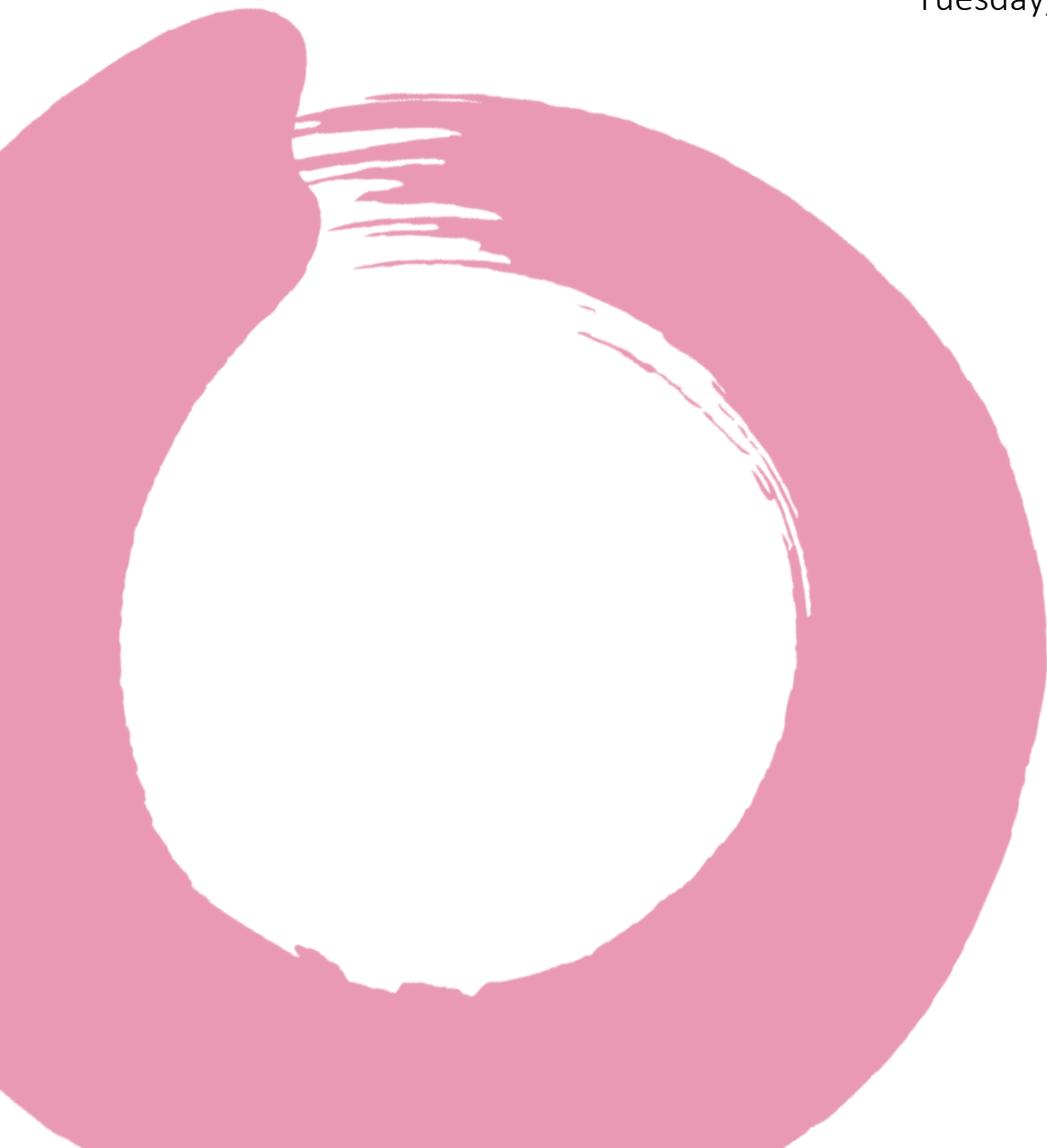




Privacy Policy
One Woman Project
2022-2025

Last updated by: Scarlett Do, National Co-Director
Tuesday, 1 February 2022



1. Privacy Policy

Introduction

This Privacy Policy will assist users in understanding how the One Woman Project collects, uses, stores and protect data provided.

This Privacy Policy adheres to the Australian Privacy Principles (APP) as the organisation respects the importance of retaining control and security of personal information.

This Privacy Policy (as detailed below) sets out the rules and obligations followed when collecting, using and dealing with personal information provided. This Privacy Policy, and the way the One Woman Project deals with private information, complies with the requirements of the *Privacy Act 1988* (Cth).

The current appointed Privacy Officer for the organisation is:

Madeline Price
Founder and Member of Board of Director
m.price@onewomanproject.org

The organisation may make alterations or additions to this policy from time to time. Should this be done, the organisation will update the policy document on the One Woman Project web site.

Please note that the organisation cannot and do not assume any responsibility for the privacy or security practices of any other web site accessed through the One Woman Project site or for the security practices of partner organisations.

Policy

What Information Does the Organisation Collect?

The organisation collects different information at different times. There are four broad categories of information that collected:

1. Information required to supply services, such as: name, telephone/mobile number, email address, credit card details, pronouns and accessibility information;
2. Information required to keep in touch, such as: name, telephone/mobile number and email address;
3. Information required to identify individuals visually (ie; for a photographic release form), such as: name, visual image, description of looks, and written signature; and
4. Non-personally identifying information (ie; data on Facebook likes, or website hits), such as: IP address, information on interests and preferences, data profile regarding online behaviour on the website and social media platforms, and cookies.

How Does the Organisation Use Personal Information Collected?

The organisation collect and uses personal information to operate the web site and deliver services to users. This includes:

1. Initiative and event updates;
2. E-Newsletters;
3. Confirmation of ticket purchases;
4. Ongoing communication and promotional materials;
5. Monitor and address complaints, other feedback, and to resolve disputes;
6. To verify identify;
7. To bill for services;
8. To maintain a technical and account history of dealings with the organisation;
9. Surveys and research; and
10. Customisation of web and online services according to the online behaviour and personal preferences of users.

The One Woman Project will not release personal contact details to any third party, partner organisation or contractor to contact supporters and users on behalf of the organisation. All information collected is strictly confidential. The One Woman Project does not rent or lease its customer lists to third parties, and will not reveal, disclose, sell, distribute, rent, license, share or pass onto any third party any personal information provided to us.

The disclosure of personal information without notice or consent will only occur where:

1. Required by law, or in good faith believe that such action is necessary to conform the laws, applicable code of conduct or legal processes served on us in relation to our online platforms; and
2. In extreme circumstances to protect the personal safety of users of the One Woman Project, its web site, staff, volunteers, or the public.

Security

The organisation has done all in its power to prevent data theft, unauthorised access and disclosure by implementing the latest technologies and software, which assists in safeguarding all the information collected online.

The One Woman Project maintains servers in a controlled, secured environment. Only team members who need to have access to personal information in order to perform their job function are authorised to access the database.

Constant changes to the internet and technology mean that the organisation cannot guarantee that data transmission will be one hundred percent secure, or safe from attack by unauthorised intruders.

Other Disclosure

Users might provide personal information through participation in chat sessions, comments, email exchanges, or online groups accessed via the website or social media platforms associated with the One



Woman Project. This information is public and immediately available to anyone who has access to such a site - it is not private. The One Woman Project urges users to enter only information that they are comfortable to share with the public

Accessing and Correcting Personal Information

When contacting the organisation via telephone or email, users will need to answer a few security questions to properly establish identity prior to any personal information is revealed or amended.

Children's Privacy

The One Woman Project does not knowingly collect, use or market any information to children without seeking parental or a guardian's consent.

Complaints

If users have a complaint about any aspect of the organisations Privacy procedures, please contact the National Co-Directors at director@onewomanproject.org.

If the organisation cannot resolve the complaint to your satisfaction within a reasonable time, the complaint may be referred to the Privacy Commissioner.