



## Privacy Policy

QNADA is committed to providing professional and quality services, which includes protecting the privacy of your personal information.

QNADA project work and activities often include involvement from individuals within member organisations, sector stakeholders, clients and carers. QNADA is committed to ensuring the privacy of information provided by these individuals. Personal details provided by you when participating in QNADA activities are kept on a secure internal contact database unless you request otherwise.

QNADA commits to maintaining accurate and up-to-date personal information, which will not be used for any purpose, which is not related to QNADA activities, initiatives or services provided by QNADA.

All promotional material generated by QNADA will offer the recipient an opportunity not to receive further communications of its nature.

QNADA will not pass on or sell private information detailed on our databases to any other organisation or business. However, private information may be released where required by law.

You may access your own personal information held by request by phoning (07) 3010 6500, faxing (07) 3394 1187 or email [reception@qnada.org.au](mailto:reception@qnada.org.au). Individuals and organisations can also be removed at any time upon request by phone, fax or email.

Publicly available information about member, stakeholder and partner organisations (such as the name of an organisation, telephone and fax numbers, website, email, street and postal addresses and principal contacts) may continue to be made publicly available by QNADA.

When you visit QNADA's web site, our web server makes a record of your visit and logs information for statistical purposes only. No attempt is or will be made to identify users or their browsing activities except in the unlikely event of an investigation, where a law enforcement agency may exercise a warrant to inspect activity logs.

If you contact us via email, unless specified, your name and address will not be added to a mailing list, nor will we disclose these details to third parties without your consent, unless required by law.

However, email messages may be monitored by authorised IT staff for purposes such as system troubleshooting and maintenance.

Enquiries regarding the Privacy Policy should be directed to the Executive Officer on (07) 3010 6500 or via email [reception@qnada.org.au](mailto:reception@qnada.org.au).