

# Privacy and Collection Statement for Gift Offers

## Background

This privacy collection statement is published in accordance with the Information Privacy Principles in Schedule 1 of the *Privacy and Data Protection Act 2014*.

Wannon Water is part of the public sector. As such, it complies with a range of laws and related obligations, including:

- The *Public Administration Act 2004*
- The minimum accountabilities for the management of gifts, benefits and hospitality issued by the Victorian Public Sector Commission
- The *Privacy and Data Protection Act 2014*.

## Collection, retention and use of information

1. As part of Wannon Water's compliance with its obligations and with good public sector governance practice, if an individual or organisation offers a gift to a board member or employee of Wannon Water as a result of that person's role with Wannon Water, information about the offer will be recorded, retained, and used by Wannon Water.
2. Details of the information that will be recorded, retained and used by Wannon Water are set out in Wannon Water's Policy on Gifts, Benefits and Hospitality – Responding to Gift Offers ('gifts policy').
3. Wannon Water's gifts policy is published on our external website.
4. As set out in our gifts policy, Wannon Water publishes a 'de-identified' copy of the gifts register on our external website.
5. The purpose of publishing the 'de-identified' copy of Wannon Water's gifts register on our external website is to:
  - Promote transparency in public sector decision making
  - Comply with the minimum accountabilities for the management of gifts, benefits and hospitality.

## Viewing information

If you have offered a gift to a board member or employee of Wannon Water as a result of that person's role with Wannon Water, you can view the information that has been recorded by contacting the Board Secretary on 1300 926 666.

Please note that, in accordance with Wannon Water's gifts policy, whilst information on both 'reportable' and 'token' gifts (as defined in the policy) are recorded, retained and used by Wannon Water:

- Only information on reportable gifts is recorded in the gifts register
- Steps have been taken to 'de-identify' personal information in the copy of the gifts register that is published on Wannon Water's external website.

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