

# Our Privacy Values

We are committed to protecting the personal information we hold.

## Privacy as the default

We:

* follow a privacy by design approach in our policy and technology development
* are informed about, and take active steps to ensure compliance with, our privacy obligations

## Respectful

We:

* respect the privacy rights of individuals in all aspects of our business
* strive to handle the minimum amount of personal information as is reasonably necessary

## Integrity

We:

* take reasonable steps to ensure the quality of the personal information we collect, use and disclose
* take reasonable steps to protect the personal information we hold

## Visible and transparent

We:

* ensure we have a clearly expressed, up to date and accessible privacy policy that explains how we manage personal information
* inform individuals about relevant matters when collecting their personal information, including how that information will be used and who it may be shared with, or otherwise ensure they are aware of those matters and require our service providers to do the same

## Accountable

We:

* monitor our privacy compliance and keep appropriate records

## Care and diligence

We:

* handle any privacy related requests or complaints with care and diligence

## Your rights

You:

* have a right to know how we collect, use and disclose your personal information; and that it remains accurate, confidential and secure; and
* have a right to request access to, and correction of, your personal information.