

Privacy

This privacy statement applies to Agricultural Produce Commission.

About this privacy statement

This privacy statement sets out how we collect, use and disclose information collected.

The Agricultural Produce Commission is not responsible for, and does not endorse or otherwise approve, the content, privacy policies or practices of non-government third party websites that are linked on the apcwa.org.au website. If you follow a link to another website from apcwa.org.au, we recommend that you to read the privacy statement or policy of that other website to understand what it does with your information.

Information that we collect

Personal information

We may collect personal information (e.g. name, contact details) that you choose to give us or which we may require to provide you with a particular service.

As part of delivering the activities and functions authorised by the *Agricultural Produce Commission Act 1988*, we will also collect personal information about your production of agricultural produce. This might include producer contact information, as well as information about the volume, commodity and variety produced, or the region in which it was produced.

Website visit data

When you view pages on APC Website, some technical information is collected about your visit. For example:

- your server address
- your top level domain name (e.g. .com, .au, .gov)
- the date and the time of your visit
- the pages you accessed and documents you downloaded
- the address of the last website you visited
- the type of browser and operating system you are using
- what devices and operating systems you used to access our site.
- Only some of this information may be considered to be personal information.

How we collect this information

Requests to provide information

Generally, you will know if we are collecting your personal information because we will ask you for it. For example, if you submit a Fee-for-service return, submit an online form to contact us or subscribe to receive newsletters, we will ask you to provide your name and contact details and other relevant information.

Automatic collection through the website – use of cookies

When you visit apcwa.org.au, some statistical information may be collected about how you interact with the website (e.g. when you visited, what you do on the site and whether you complete any

transactions on the website). We use 'cookies' to collect this type of information. A cookie is a small block of data that is shared between a web server and your computer's browser.

If you do not want cookies to be placed on your computer, you can disable them using your web browser. If you opt out of using cookies, some of the features on this website may not function fully and your ability to browse, read and download information may be impaired. Please contact us to access our services by other methods.

Use and disclosure

Personal information

The personal information you provide us will be used for the primary purpose for which it was collected. For example:

- to allow us to respond to your questions or feedback;
- where you have requested, to subscribe you to an email newsletter to receive regular updates; or
- to process a transaction you requested.

Personal information related to the production of agricultural produce collected from fee-for-service returns will be used by the Agricultural Produce Commission and the relevant Producers' Committee for the primary purpose of undertaking activities and delivering functions as authorised by the *Agricultural Produce Act 1988*.

Other use and disclosure

We may also use or disclose your personal information:

- for a purpose related to that for which it was collected if you have consented to that use or disclosure, or if you would reasonably expect the personal information would be used for that related purpose;
- where required or permitted by a law of Western Australia (e.g. under the *Freedom of Information Act 1992*); or
- if we are required by law to do so (e.g. by a court or tribunal order, or a law of the Commonwealth).

Your personal information will at all times be dealt with in accordance with the applicable legislation in Western Australia and consistent with any legal obligation (including the *State Records Act 2000*).

Access and correction

You may request access to documents that contain your personal information which are in our possession. You may also request the correction of documents which we hold that contain your personal information if you believe that personal information is incorrect, incomplete or out of date. In some cases, your request will be dealt with in accordance with the *Freedom of Information Act 1992*.