

Privacy Policy



We need this policy to keep the privacy of NSW CID members and staff safe.

This is the easy to read form of CID's Privacy policy.



Everyone has a right to privacy.



It is the law.

Privacy



Privacy means we keep your personal information safe.



Personal information tells us

- who you are.



- your name and where you live.



- your phone number and email address



- your birthday or how old you are.

Confidentiality



Confidentiality is different to privacy.



It is having a say on what happens to things you talk about or do.



You get to pick a private place to meet and talk.



It is your right to have all this information kept safe.

NSW CID needs your personal information.



To contact you.



To send you letters.



To invite you to events.



To pay you.

Where do we get your personal information from?



We get your personal information from you.



You can say **yes** to us having your personal details.



You can say **no** if you do not want us to have your information.

Keeping your information safe.



All people who work for NSW CID will keep your information safe.



They will find areas for meetings that keep what you say private.



You can say **no** if you do not want to be in a meeting.

Sharing your information.



Staff members at NSW CID will be able to see your information if they need to.



Your information might be shared with other organisations who you will be working with.



We will only share your information if you say it is **OK**.



You can see **your own** information.

If something goes wrong with keeping your information private.



The CEO of NSW CID is the Privacy Officer.



They make sure all staff know how to keep your information private.



You can tell someone if there is a problem.

This is called a **complaint**.



You can make a complaint to any staff person at NSW CID.

Everyone has the right to make a complaint if something is wrong.