

## **Privacy Policy**

## **Policy Statement**

Blu by Adcorp recognises that privacy is very important. We are committed to protecting the personal information that we collect from you, in a manner that is compliant with the Commonwealth Privacy Act 1988, and the Australian Privacy Principles.

Our Privacy Process sets out how we collect, use, disclose, and otherwise manage personal and sensitive information.

Personal information being information that can identify you, and sensitive information being information about you, such as: your name, date of birth, email address, phone number, contact details, employment history, education qualifications, professional licenses, referee details, results of psychometric tests, security checks, vaccination history and medical and police checks.

Blu by Adcorp abides by Commonwealth and state/territory privacy legislation, and other relevant contractual and legislative requirements in dealing with personal information. We take such steps as necessary to ensure our practices and internal processes comply with legislation and associated Privacy Principles.

Blu by Adcorp places great value on earning and maintaining the trust of employees, clients, business partners, and others whose Personal Data or other confidential information is shared with us.

Generally, we will collect, use and hold your personal and sensitive information for the purpose of facilitating our internal business operations, including the assessment of your suitability for employment; enquiries undertaken with your Referees; and fulfilment of any legal requirements.

Generally, we only use or disclose personal information about you for the purposes for which it was collected. For a more detailed list of disclosures please refer to our Privacy Process.

We take reasonable measures to ensure that your personal information is stored safely to protect it from misuse, interference, loss, unauthorised access, modification or disclosure, including electronic and physical security measures. We do not disclose personal information to overseas recipients.

## **Website Cookies**

We use cookies to recognise your browser. This helps us to analyse our website traffic and improve our site and service. It also helps to provide a more personal experience on our website. We may use cookies to provide you with targeted advertisements on third-party websites, and we may use cookies to sell advertising on our website.

When you visit our website, cookies may be downloaded by your internet browser and stored in the cache of your computer. These cookies have a unique identification number, which allows our website to identify your computer if you visit our website again. Note, cookies saved on your computer do not allow us to access any of your personal information, such as your name, address or email.

By completing an on-line application, or otherwise providing us with your personal and sensitive information (or authorising it to be provided to us by someone else), you consent to your



information being handled by us as set out in our Privacy Process and monitored/controlled via our Data Breach Response Plan/Process.

We will take reasonable steps to destroy or de-identify your personal information we hold, once it is no longer needed for any purpose for which we originally collected it for.

You may access or correct the personal information we hold about you, upon making a written request.

This policy and subsequent related documents are reviewed regularly to ensure they continue to protect the privacy of our clients, customers, supporters, contractors, suppliers, and personnel (commonly referred to as our 'stakeholders').

This policy applies to all directors, officers, employees, and representatives of Blu by Adcorp and its Business Units.

If you have any queries or concerns about our privacy policy or the way we handle your personal information you can, contact our Privacy Officer by telephone 1300 268 986, by e-mail to: info@blubyadcorp.com.au, or by writing a letter to Blu by Adcorp, PO Box 1101 Milton, Brisbane, QLD 4064.

Approved by

Zebulun Riddell

Managing Director June 2025