# Your personal information

The Australian Public Service Commission (APSC) collects personal information about individuals for a range of purposes to enable it to carry out its functions. The APSC’s Privacy Policy is available on the agency’s [website](https://www.apsc.gov.au/privacy).

Further details about the collection of your personal information are provided below.

| APS employee census – APP 5 notice |
| --- |
| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission on behalf of COMCAR. The APSC’s contact details are listed below.COMCAR will receive the anonymous data from this survey. |
| Collection of your personal information | Personal information comprising your responses to the COMCAR Drivers’ Survey is provided voluntarily by you. The survey is anonymous.  |
| Authority for collection of personal information | The Australian Public Service Commissioner has a number of functions relating to the APS that authorise the collection of personal information. These are stated under sections 41(1) and 41(2) and 44 of the *Public Service Act 1999*.Under this authority, the APSC is assisting COMCAR in examining the perceptions drivers have of their work environment.  |
| Why does the Commission collect your personal information? | The APSC collects your personal information for the purpose of administering the COMCAR Drivers’ Survey. This will assist COMCAR with both workforce planning and improving working conditions for specific groups of employees.  |
| What would happen if the Commission did not collect your personal information? | If the APSC did not collect your personal information, you would be unable to participate in the survey.  |
| Who will the Commission disclose your personal information to? | Your anonymous survey responses will be returned to COMCAR for their use in workforce planning.  |
| Access to and correction of your personal information. | The APSC’s [Privacy Policy](https://www.apsc.gov.au/apsc-privacy-policy-part) contains information about how you may access and seek correction of personal information about you that is held by the APSC.The COMCAR Drivers’ Survey is anonymous and so responses are unable to be edited or deleted. |
| Privacy complaints | The APSC’s [Privacy Policy](https://www.apsc.gov.au/apsc-privacy-policy-part-b) contains information about how you may complain about a breach of the Australian Privacy Principles and how the APSC will deal with complaints. |
| Overseas disclosure of your personal information | Personal information is not disclosed to overseas parties.  |

# Contact details

You can contact the APSC about the COMCAR Drivers’ Survey by emailing research@apsc.gov.au.