To request this document in another format including PDF or audio file please contact GradAccess@apsc.gov.au or call the GradAccess and NextStep phone line on 02 6202 3966.

**Your personal information**

The Australian Public Service Commission collects personal information about individuals for a range of purposes to enable it to carry out its functions. The Commission’s privacy policy is available on the internet at:

* <http://www.apsc.gov.au/privacy>

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

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| **GradAccess and NextStep evaluation survey – APP 5 Notice** |
| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission. The Commission’s contact details are listed below. |
| Collection of your personal information | Your personal information will be collected from you through a series of voluntary anonymous surveys. |
| Authority for collection of personal information | The Australian Public Service Commissioner has a number of functions relating to the Australian Public Service. Under subsection [41(2)(d)] of the *Public Service Act 1999*, the Commissioner has the function of fostering an APS workforce that reflects the diversity of the Australian population. GradAccess and NextStep are initiatives under 41(2)(d). This survey will contribute to the assessment of the success of the pilots.  |
| Why does the Commission collect your personal information? | The Commission is collecting your personal information for the purpose of evaluating the success of the GradAccess pilot and/ or the NextStep pilot. The information you provide will be used to improve the GradAccess and NextStep recruitment stream for future cohorts and to inform recruitment reform across the APS.  |
| What would happen if the Commission did not collect your personal information? | Completion of the evaluation survey is voluntary and anonymous. Completion of the survey will not influence your progress in the GradAccess and/or NextStep recruitment process or the graduate or traineeship program. |
| Who will the Commission disclose your personal information to? | Data will be aggregated and de-identified prior to any internal or external publication on completion of the pilot. Answers will remain anonymous and will not be identifiable to your application in any way.  |
| Access to and correction of your personal information. | The Commission’s privacy policy contains information about how you may access and seek correction of personal information about you that is held by the Commission. |
| Privacy complaints. | The Commission’s privacy policy contains information about how you may complain about a breach of the Australian Privacy Principles and how the Commission will deal with complaints. |
| Overseas disclosure of your personal information. | It is not likely that your personal information will be disclosed to any overseas recipients. |