## 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.

| Workplace Relations Bargaining Taskforce - Survey for APS Staff – APP5 notice | |
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| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission (APSC). The APSC’s contact details are listed below. |
| Collection of your personal information | Your personal information (email address) has been sourced from the Australian Public Service Employee Database (APSED). The purpose of the collection is for the APSC to directly consult with you as an Australian Public Service (APS) employees via a survey.  The survey is designed to collect views of APS employees concerning your preferred terms and conditions and expectations for consideration in the APSC’s role in implementing APS service-wide bargaining.  Personal information comprising your responses to the Workplace Relations Bargaining Taskforce – APS survey is provided voluntarily by you. |
| 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 collecting views of APS employees on what they believe should form part of the APS-wide workplace relations terms and conditions relating to their APS employment. |
| Why does the Commission collect your personal information? | The APSC is collecting your personal information for the purpose of designing a comprehensive workplace relation policy. The administration and effective implementation of this policy is the responsibility of the APSC’s Workplace Relations Bargaining Taskforce and Workplace Relation Group.  Your personal information, including your email address, is used to provide you with an invitation to participate in the Workplace Relations Bargining Taskforce – Survey of APS Staff.  Additional information relating to your level (where you have disclosed this information) will be used to produce aggregated data that will inform the Workplace Relations Bargaining Taskforce’s develop of the comprehensive workplace relations policy and the APS bargaining process.  Any personal information provided by you in your survey responses will be used by the APSC to inform the Workplace Relations Bargaining Taskforce and development of the comprehensive workplace relations policy and the APS bargaining process. . |
| 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 Workplace Relations Bargaining Taskforce – APS Staff Survey. This would also mean that APS employees may not receive adequate opportunity to be heard appropriately in the development of the APS service-wide bargaining process. |
| Who will the Commission disclose your personal information to? | The APSC will not disclose individual’s personal information to external parties.  The APSC may use aggregated results of the Workplace Relations Bargaining Taskforce ­- APS Staff Survey outside of the Commission. |
| 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.  You can contact the APSC to find and remove your response. You can contact the APSC by emailing wrreform@apsc.gov.au |
| Privacy complaints | The APSC’s Privacy Policy contains information about how you may enquire 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 Workplace Relations Bargaining Taskforce – APS Staff by emailing wrreform@apsc.gov.au.