# Australian Government: Australian Public Service Commission

# Your personal information

The Australian Public Service Commission (the 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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| APS Graduate Development Program and Graduate Event Series | |
| Who is collecting your personal information? | Your personal information is being collected by the Commission and by contracted third party service providers, including but not limited to Cahoot Learning.  For more information please see the [Cahoot Learning privacy policy.](https://www.cahootlearning.com/terms/)  The Commission has required all of its contracted third party providers to comply with the Privacy Act 1988 (the Act), and not do anything, which if done by the Commission, would breach the Australian Privacy Principles in that Act. |
| Collection of your personal information | The Commission and contracted third parties are collecting your personal information directly from you and your agency. |
| Authority for collection of personal information | Your personal information, particularly information which is ‘sensitive information’ under the *Privacy Act 1988* (Cth), will be collected with your consent. |
| Why does the Commission collect your personal information? | The Commission collects your personal information to administer the APS Graduate Development Program and Graduate Event Series.  Your personal information may also be used to assist with statistical analysis and to evaluate the success of elements of the APS Graduate Development Program in order to make improvements to program design and delivery for future cohorts. |
| What would happen if the Commission did not collect your personal information? | If the Commission, or any of its contracted third party providers, did not collect your personal information, you would be unable to participate in the APS Graduate Development Program or Graduate Event Series. |
| Who will the Commission disclose your personal information to? | Your personal information may be disclosed to your agency for administrative and statistical/monitoring purposes only.  Your personal information may also be disclosed to other third party bodies or service providers for the purpose of program delivery. This may include, for example, external facilitators and program venue hire staff.  The Commission may also engage a third party provider to support the evaluation of the APS Graduate Development Program. Your personal information may be disclosed to this provider to undertake program evaluation. Data will be aggregated and personal information removed prior to any reporting on completion of the program. |
| Access to and correction of your personal information | The Commission’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 Commission. |
| Privacy complaints | The Commission’s [privacy policy](https://www.apsc.gov.au/apsc-privacy-policy-part) contains information about how you may complain about a breach of the Australian Privacy Principles and how complaints are dealt with. |
| Overseas disclosure of your personal information | It is not likely that your personal information will be disclosed to any overseas recipients. |