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Privacy Statement

From 12 March 2014, Government and private organisations are bound by new sections of the Commonwealth Privacy Act 1988. These new sections set out a number of principles concerning the protection of personal information. While Data Analysis Australia is not obligated to comply with the requirements of the Privacy Act, our practices are guided by the Australian Privacy Principles in the legislation. Data Analysis Australia also adheres to the ethical policies regarding the conduct of research and analysis, as specified by the Australian Market and Social Research Society and the Statistical Society of Australia's Code of Conduct. All Data Analysis Australia staff have signed a confidentiality agreement, which pertains to any and all confidential or personal information to which an employee may have access as part of their employment.

Protection of Personal Details

The only personal information that Data Analysis Australia holds of its own clients are business contact details, which are only used for the purposes of conducting business with our clients.

As a research and consultancy organisation, Data Analysis Australia is often contracted by our clients to collect or analyse data that may include personal information. Data Analysis Australia's client base includes organisations that are bound by the Privacy Act and Australian Privacy Principles and Data Analysis Australia complies with the requirements set upon the client organisation when acting on behalf of these entities. Following are the minimum measures, practices and protocols observed by Data Analysis Australia when handling personal information.

- Only information specific to the research objective is collected or obtained.
- The purpose of the research and requirements for personal information is clearly communicated to potential respondents. The purpose of the collection is clearly noted on any survey instruments or data collection forms.
- The collection of sensitive information is treated with care and respect of the individual.
- Respondents have the right to control their participation in any surveys or interviews, and may decide what information they provide.
- Contact details of respondents made available to Data Analysis Australia and any sub-contractor appointed to undertake fieldwork on our behalf will be used for that purpose only.
- Personal information is not sold or released to unauthorised third parties.

- Personal information is not given to the client without the prior notification or permission of the respondents.
- Information provided to the client or authorised third parties will protect the identity of individuals. Data, summaries of data or analyses provided to clients will not identify individuals unless respondents have authorised this release.
- Prior to providing data or information to clients or authorised third parties, Data Analysis Australia takes measures to ensure links cannot be re-established for the purpose of identifying individuals, unless otherwise required or authorised.

Data Security

Data Analysis Australia has undertaken an internal audit of security risks and has taken measures to minimise the opportunity of unauthorised access to personal information held within the company. Data Analysis Australia's Security Policy, which all staff must abide by as part of their employment contract, documents the measures, practices and procedures implemented to reduce risks to security. The Security Policy is reviewed and updated as necessary, on at least an annual basis.

Contacting Us

If you have further queries regarding personal information or wish to lodge a complaint about a breach of privacy, please contact:

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