



Privacy notice

Regulated Worker User Group

For privacy inquiries contact:

The Privacy Officer
Fair Work Commission
Email: privacy@fwc.gov.au
Post: GPO Box 1994, Melbourne VIC 3001

About this notice

The purpose of this notice is to explain how the Fair Work Commission (**Commission**) collects, uses and discloses personal information in relation to the Regulated Worker User Group (**RWUG**).

Collection of your personal information

The Commission collects, holds, uses and discloses personal information in accordance with the *Privacy Act 1988* and the Australian Privacy Principles (**APPs**).

When you submit an online expression of interest to join the RWUG, the Commission collects the information provided by you, with your consent, to manage membership to the RWUG.

When you become a member of the RWUG, the Commission also collects information relating to:

- your attendance at RWUG meetings; and
- your contributions during RWUG meetings as recorded in meeting minutes.

The Commission collects the above personal information, for the primary purposes of exercising its functions under Chapters 3A and 3B of the *Fair Work Act 2009*, to engage with regulated workers and businesses about:

- the Commission's functions relating to regulated workers and businesses and road transport contractual chains; and
- how to engage with the Commission's consultation processes.

If the Commission did not collect this information, it would not be able to effectively manage the RWUG's activities or facilitate membership to the RWUG.

Use and disclosure of your personal information

The personal information collected is used by the Commission to manage expressions of interest to join the RWUG and to communicate in relation to the Commission's obligations under chapters 3A and 3B of the *Fair Work Act 2009*, which may include to:

- circulate emails to RWUG members with invitations and agendas to information sessions;
- circulate requests for feedback on information resources and forms; and
- provide updates on cases;

Membership to the RWUG is open to anyone and new members can join at anytime. Participation in the RWUG is voluntary and members can choose to leave at anytime.

The Commission will not use or disclose the personal information collected for any other purpose, except as required or authorised by law as permitted by the *Privacy Act 1988*.

Giving notice to other individuals from whom you obtain personal information

If you have provided information to the Commission about another individual, the Commission will generally not be able to notify the individual that it has collected the personal information.

To ensure that the individual is aware of the Commission's practices in collecting and disclosing personal information, you should provide the individual with a copy of this notice.

For more information

For information about how to access and seek correction of your personal information held by the Commission, or how to complain about a breach of your privacy, see the Commission's [Privacy policy](#).

Any concerns or complaints about privacy should first be made in writing to the Commission at privacy@fwc.gov.au or by post to GPO Box 1994, Melbourne VIC 3001.