

## PRIVACY POLICY STATEMENT

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- 1 EPA Victoria is an independent statutory authority with the responsibility of enabling the safe, clean and sustainable environment that Victorians seek. In carrying out this charter, it has a significant regulatory/law enforcement role.
- 2 EPA collects and handles a range of personal information for the purpose of performing its law enforcement role and providing services to Victorians. EPA is committed to protecting the privacy of personal information it collects and handles. Personal information is information which directly or indirectly identifies a person.
- 3 EPA also collects some personal information for planning, funding, monitoring, and evaluating services and functions. Where practicable any identifying details are removed from information used for these purposes.
- 4 The nature of these services means that much of the information handled is particularly sensitive.
- 5 It is recognised that privacy principles protect personal information both as a matter of individual right and to support the public interest in ensuring Government can collect information necessary for its services.
- 6 EPA recognises the essential rights of individuals to have their information handled in ways which they would reasonably expect - protected on the one hand and made accessible to them on the other.
- 7 These privacy values are reflected in and supported by EPA's corporate values: passion for the environment, sound science, community focus, respect for people, acting with integrity, cooperation and openness, and creativity and learning.
- 8 EPA is bound by the Victorian privacy laws, the *Information Privacy Act 2000* and the *Health Records Act 2001*, as well as other laws which bring obligations in regards to handling information.
- 9 EPA has adopted the Privacy Principles contained in Victorian privacy law as minimum standards.  
  
In broad terms this mean that EPA:
  - collects only information needed for a specified primary purpose;
  - ensures that the person knows why it is collected and how it is handled;
  - uses and discloses it only for the primary or a directly related purpose, or for another purpose with the person's consent (unless otherwise authorised by law)
  - stores it securely, protecting it from unauthorised access and retains it for the period authorised by the *Public Records Act 1973*;

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- provides the person with access to their own information, and the right to seek its correction. For information in EPA's possession, this right is available through the *Freedom of Information Act* 1982. For information in the possession of service partners, this right is available through legislation.

This policy is complemented by training and awareness raising programs, guidelines, and procedures for the administration and management of privacy matters. Policies and procedures will be made available on EPA Victoria's website at <http://www.epa.vic.gov.au/>

NOTE A full set of the Privacy Principles specified in the privacy laws are published on the Victorian Government website at [www.dms.dpc.vic.gov.au](http://www.dms.dpc.vic.gov.au)