# Australian Government: Australian Public Service Commission

# Your personal information

The Australian Public Service 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.

| Australian Public Service Commissioner Code of Conduct inquiry – APP 5 Notice |
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| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission. |
| Authority for collection of personal information | The Australian Public Service Commissioner (the Commissioner) has a number of functions under the *Public Service Act 1999* (the Act),including to conduct a Code of Conduct inquiry in accordance with section 41(2)(n) and section 41B of the Act, on request by an agency head or, in certain circumstances, the Prime Minister. In performing this function personal information is collected from witnesses, from the employee’s agency and from the subject of the inquiry. |
| Why does the Commission collect your personal information? | The Commissioner is performing a statutory function under the Act to inquire into alleged breaches of the Code of Conduct by an APS employee or former APS employee in order to determine whether the employee has breached the Code. Personal and sensitive information is collected in order to enable the Commissioner to make such a determination. |
| What would happen if the Commission did not collect your personal information? | If the Commission did not collect your personal information, the Commissioner would be unable to perform the function. |
| Who will the Commission disclose your personal information to? | In the course of an inquiry, your personal information may be disclosed to witnesses and the subject of the allegations, to employees of the Commission assisting the inquiry, and to any contracted provider assisting the inquiry. Given that section 41B requires that the results of the inquiry are to be reported to the agency head and, if relevant, the Prime Minister, your personal information may be disclosed to the relevant agency head, the relevant agency and the Prime Minister. |
| Access to and correction of your personal information. | The Commission’s privacy policy 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 contains information about how you may complain about a breach of the Australian Privacy Principles and how the Commission will deal with complaints. |
| Overseas disclosure of your personal information. | It is unlikely that your personal information will be disclosed to any overseas recipients. |

## Contact details

If you wish to contact the APSC about a privacy-related matter, including questions about this notice, please contact the APSC’s Privacy Contact Officer by one of the following methods:

* **Post**Privacy Contact Officer
Australian Public Service Commission
16 Furzer Street
WODEN ACT 2606
* **Email**privacy@apsc.gov.au
* **Telephone**02 6202 3735