# 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.

| APSC Recruitment – 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 | This information is collected in accordance with the Commission’s employer powers under the *Public Service Act 1999* and consistent with the APS Employment Principle of making engagement and promotion decisions based on merit and other employment decisions that are fair. |
| Why does the Commission collect your personal information? | The Commission collects your personal information to conduct recruitment and selection exercises for APSC vacancies. Your personal information may be used for internal recruitment-related reporting purposes, e.g. equal employment opportunity reporting, time to fill etc. |
| What would happen if the Commission did not collect your personal information? | If the Commission did not collect your personal information, you would be unable to participate in recruitment activities conducted by the Commission. |
| Who will the Commission disclose your personal information to? | Your personal information will be disclosed to persons involved in the assessment and approval of recruitment decisions of the vacancy for which you have applied. Your personal information may also be disclosed to managers who have a ‘similar vacancy’ (as defined at clause 2.5 of the *Australian Public Service Commissioner’s Directions 2013*). |
| 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 not likely that your personal information will be disclosed to any overseas recipients. |