APS Management Survey

APP5 Notice

## Your personal information

The Australian Public Service Commission (APSC) collects personal information about individuals for a range of purposes to enable it to carry out its functions. The APSC’s Privacy Policy is available on the [APSC website](https://www.apsc.gov.au/privacy).

Further details about the collection of your private information are provided below.

| APS Management Survey | |
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| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission (APSC). The APSC’s contact details are listed below. |
| Collection of your personal information | Your personal information (first name, email address, employment status and classification) has been sourced from the Australian Public Service Employment Database (APSED) for the purpose of sending a random selection of APS employees an invitation to take part in the APS Management Survey. Additional information relating to your agency (agency size, agency cluster) was sourced alongside your name and email address.  Personal information comprising your responses to the APS Management Survey is provided voluntarily by you. |
| Authority for collection of personal information | The Australian Public Service Commissioner has a number of functions relating to the Australian Public Service (APS) that authorise the collection of personal information. These are stated under sections 41(1), 41(2) and 44 of the *Public Service Act 1999*.  Under this authority, the APSC is examining employees’ perceptions of their experiences of management in the APS ­ in managing others and being part of a team. |
| Why does the Commission collect your personal information? | The APSC is collecting your personal information for the purpose of administering the APS Management Survey. Your personal information, including your first name and email address, are used to provide you with an invitation to participate in the survey. Additional information relating to your agency and your employment will be used to inform the work of the APSC.  Any personal information you provide in your survey responses, including that provided in free text fields, will be used by the APSC to inform APS management policies and processes. |
| What would happen if the Commission did not collect your personal information? | If the APSC did not collect your personal information, you would be unable to participate in the APS Management Survey. |
| Who will the Commission disclose your personal information to? | The Commission will not disclose your personal information to external parties. |
| Access to and correction of your personal information | The APSC’s [Privacy Policy](https://www.apsc.gov.au/apsc-privacy-policy-part) contains information about how you may access and seek correction of personal information about you that is held by the APSC.  You can contact the APSC ([research@apsc.gov.au](mailto:research@apsc.gov.au)) to find and remove your response to the survey. |
| Privacy complaints | The APSC’s [Privacy Policy](https://www.apsc.gov.au/apsc-privacy-policy-part) contains information about how you may enquire about a breach of the Australian Privacy Principles and how the APSC will deal with complaints. |
| Overseas disclosure of your personal information | Personal information is not disclosed to overseas parties. |

## Contact details

You can contact the APSC regarding the APS Management Survey by emailing [research@apsc.gov.au](mailto:research@apsc.gov.au).