## Your personal information

The Australian Public Service Commission (the 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 Commission’s [website](https://www.apsc.gov.au/privacy).

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

| **Registrations of interest for involvement in the *Building psychological safety in the APS* project** | |
| --- | --- |
| Who is collecting your personal information? | Your personal information is being collected by the Australian Public Service Commission (the Commission). The Commission’s contact details are listed below. |
| Collection of your personal information | You are voluntarily providing your personal information via the online registration and booking forms. Your personal views and stories about your experience working for the Australian Public Service (APS) may also be captured via confidential interviews, as well as footage in the form of audio and/or video recordings. |
| Authority for collection of personal information | Your information is collected for the purpose of the Australian Public Service Commissioner’s functions under the *Public Service Act 1999*, which include strengthening the professionalism of the APS and facilitating improvement in workforce management in the APS. |
| Why does the Commission collect your personal information? | Your personal information is used to assist the Commission to organise and administer research interviews and/or workshops, project updates, feedback sessions and/or emails and to assist with their statistical analysis and evaluation.  The views you share will be used to inform further work on building psychological safety in the APS. Your views may be shared as de-identified statements in public communications. With your consent, the Commission may attribute your views to you or use footage of you for marketing and promotional purposes. |
| 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 register your interest in participating in a research interview, receiving updates on the project or providing information and feedback in relation to building psychological safety in the APS. |
| Who will the Commission disclose your personal information to? | The Commission may disclose your de-identified and/or aggregate data in public communications or to other agencies within the APS for the purpose of reporting on research findings.  The Commission will only share audio or visual footage taken of you, or attribute your information or views to you, with your consent. |
| Access to and correction of your personal information | The Commission’s [Privacy Policy](https://www.apsc.gov.au/privacy) contains information about how you may access and seek correction of personal information about you that is held by the Commission.  You can contact the Future of Work Taskforce within the Commission ([FoWTaskforce@apsc.gov.au](mailto:FoWTaskforce@apsc.gov.au)) to remove or edit your responses to the registration form. |
| Privacy complaints | The Commission’s [Privacy Policy](https://www.apsc.gov.au/privacy) 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 | Your personal information is unlikely to be disclosed to overseas parties. Footage of you may appear in public-facing APS communications with your consent. |

## Contact details

You can contact the Commission regarding this project by emailing [FoWTaskforce@apsc.gov.au](mailto:FoWTaskforce@apsc.gov.au).