



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 internet at:

- <http://www.apsc.gov.au/privacy>

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

Microcredential pilots:	
	<ul style="list-style-type: none">• Pacific Engagement: Building long-term relationships through cultural capability• Crafting Inclusive Policy for Gender Equality• Beyond the Horizon: Strategic Foresight Tools for Future-Ready Organisations
Who is collecting your personal information?	<p>Your personal information is being collected by the APSC and by contracted third party service providers: including University of New South Wales (UNSW) and Flinders University.</p> <p>The APSC has required all of its contracted third party providers to comply with the Privacy Act 1988 (the Act), and not do anything, which if done by the APSC, would breach the Australian Privacy Principles in that Act.</p>
Collection of your personal information	<p>The APSC and contracted third parties are collecting your personal information directly from you, your manager or your agency as part of the program registration process and for the purposes of evaluating the microcredential pilots.</p>
Authority for collection of personal information	<p>The Australian Public Service Commissioner has a number of functions relating to the APS that authorise the collection of personal information. These are stated under sections 41(1) and 41(2) and 44 of the <i>Public Service Act 1999 and the Australian Public Service Commissioner's Directions 2013</i>.</p> <p>Under this authority, the APSC is collecting your personal information to foster, and contribute to, leadership, high quality learning and development and career management in the APS (paragraph 41(2)(a) of the Act).</p>
Why does the Commission collect your personal information?	<p>The APSC collects your personal information to administer and evaluate the microcredential pilots:</p> <ul style="list-style-type: none">• Pacific Engagement: Building long-term relationships through cultural capability• Crafting Inclusive Policy for Gender Equality• Beyond the Horizon: Strategic Foresight Tools for Future-Ready Organisations

	<p>Your personal information may also be used to assist with statistical analysis and to evaluate the success of elements of the microcredential programs in order to make improvements to program design and delivery for future cohorts.</p>
<p>What would happen if the Commission did not collect your personal information?</p>	<p>If the APSC, or any of its contracted third party providers, did not collect your personal information, you would be unable to participate in the microcredential pilot.</p>
<p>Who will the Commission disclose your personal information to?</p>	<p>Your personal information may be disclosed to your agency for administrative and statistical/monitoring purposes only.</p> <p>Your personal information may also be disclosed to other third party bodies or service providers for the purpose of program delivery. This may include, for example, external facilitators and program venue hire staff.</p> <p>The APSC may also engage a third party provider to support the evaluation of the microcredential pilots. Your personal information may be disclosed to this provider to undertake program evaluation. Data will be aggregated and personal information removed prior to any reporting on completion of the microcredential project.</p>
<p>Access to and correction of your personal information</p>	<p>The APSC's Privacy Policy contains information about how you may access and seek correction of personal information about you that is held by the APSC.</p> <p>The UNSW's Privacy Statement contains information about how you may access and seek correction of personal information about you that is held by UNSW.</p> <p>The Flinders University's Privacy Policy contains information about how you may access and seek correction of personal information about you that is held by Flinders University.</p>
<p>Privacy complaints</p>	<p>The APSC's Privacy Policy contains information about how you may complain about a breach of the Australian Privacy Principles and how complaints are dealt with.</p> <p>The UNSW's Privacy Statement contains information about how you may complain about a breach of the Australian Privacy Principles and how complaints are dealt with.</p> <p>The Flinders University's Privacy Policy contains information about how you may complain about a breach of the Australian Privacy Principles and how complaints are dealt with.</p>
<p>Overseas disclosure of your personal information</p>	<p>Your personal information will not be disclosed to any overseas parties.</p>