



Ethos Corporation Privacy Policy

This policy sets out how Ethos Corporation uses your personal information and explains:

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This policy applies to all sites that form part of the network of Ethos Corporation Pty Ltd sites.

Ethos Corporation is bound by the National Privacy Principles contained in the Commonwealth Privacy Act.

Ethos Corporation may, from time to time, review and update this privacy policy statement to take account of new laws and technology and changes to Ethos Corporation's operations. All personal information held by Ethos Corporation will be governed by its most recent policy, posted on Ethos Corporation.

What kind of personal information Ethos Corporation collects and how it is collected

Ethos Corporation collects personal information from a variety of sources, including from members of the public, advertisers, prospective employees, mailing lists, recruitment agencies, contractors and business partners.

In general, the personal information Ethos Corporation collects includes (but is not limited to) name, address, contact details, gender, occupation, in some cases membership of professional associations and, where relevant, financial information, including credit card information, banking details and income information.

Personal Information you provide: We store the personal information you enter on Ethos Corporation or give to Ethos Corporation in other ways. We obtain most personal information through Ethos Corporation membership registration process and updates to membership details. You may provide information when you request or acquire a product or service from Ethos Corporation or its related companies, provide a product or service to Ethos Corporation, complete a survey or questionnaire, enter a competition, participate in forums or when you communicate with Ethos Corporation by e-mail, telephone or in writing (for example if you contact customer service or provide feedback).

Automatic collection: Cookies: We may use a feature of your browser called a cookie to assign your computer a 'User ID'. Cookies do not contain information by which Ethos Corporation can identify you. They identify your computer to our servers. You may configure your browser so that you are notified before a cookie is downloaded or so that your browser does not accept cookies. Ethos Corporation may use information contained in cookies to make assumptions about the user of the computer and to provide users of that computer with focused advertising that Ethos Corporation believes may be of interest, based on that information. To disable your cookies, please refer to the help menu within your Internet browser.

Indirect collection: Ethos Corporation endeavours to collect personal information about an individual only from that individual. In some circumstances Ethos Corporation may obtain personal information from a third party. If you provide personal information about another person to Ethos Corporation, Ethos Corporation requires that you inform that person you have done so and provide them with a copy of this policy.

How Ethos Corporation uses the information you provide

Ethos Corporation may use information it collects from you for the primary purpose for which it is collected and for such other secondary purposes that are related to the primary purpose of collection. Ethos Corporation generally uses personal information to:

- provide you with products or services you have requested;
- personalise and customise your experiences on Ethos Corporation;
- help Ethos Corporation manage and enhance its services;
- communicate with you;
- provide you with ongoing information about opportunities on Ethos Corporation in which Ethos Corporation believes you may be interested;
- give you the opportunity from time to time to receive e-mail and 'e-newsletters' from Ethos Corporation

In most cases where Ethos Corporation asks you to provide information about yourself, if you do not provide Ethos Corporation with that information, Ethos Corporation will not be able to provide you with the requested product or service.

Disclosure

Ethos Corporation may also provide your information to:

- any of our subsidiaries or related bodies corporate
- third parties engaged by Ethos Corporation to perform functions on its behalf, such as processing credit card information, mailouts, debt collection, marketing, research and advertising;
- third parties authorised by you to receive information held by Ethos Corporation.

How Ethos Corporation treats sensitive information

"Sensitive Information" means information relating to a person's racial or ethnic origin, membership of political bodies, religion, membership of a trade union or professional or trade association, sexual preferences, criminal record and health. Ethos Corporation may use and disclose Sensitive Information only for the purpose for which it was provided or a directly related secondary purpose or as allowed by law unless you have agreed otherwise.

Management and security of personal information.

Ethos Corporation's Managing Partner acts as the Privacy Officer to oversee the management of personal information in accordance with this policy and the Commonwealth Privacy Act.

Ethos Corporation protects the personal information Ethos Corporation holds from misuse, loss, unauthorised access, modification or disclosure by various means including firewalls, password access, secure servers and encryption.

Updating personal information

Ethos Corporation endeavours to ensure that the personal information it holds is accurate, complete and up-to-date.

If you wish to update your information, please contact Ethos Corporation where we will ensure all information is correct and up to date.

Seeking access to the personal information Ethos Corporation holds about you

You have the right to seek access the personal information held about you and to advise Ethos Corporation of any inaccuracy. There are some exceptions to this right set out in the Privacy Act.

If you make an access request, Ethos Corporation will ask you to verify your identity and specify what information you require. Ethos Corporation may charge a fee to cover the costs of meeting your request.

How to contact Ethos Corporation

If you have enquiries or wish to provide feedback about this policy, please mail:

The Privacy Officer @ enquiry@ethoscorp.com.au

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