



PRIVACY STATEMENT

WORKCO Limited welcomes the introduction of Commonwealth and State privacy principles which strengthen our own ethical standards and practices regarding our valued clients.

WORKCO Limited is a quality provider of employment and training services.

In the course of our many functions, WORKCO Limited may collect personal, sensitive or health information. WORKCO Limited keeps this information in strict accordance with the appropriate legislation.

Information collected will only be used for the purpose for which it was collected and all records and electronic data are protected from unauthorised use or access. The disposal of information that is no longer required for such purposes will be carried out in accordance with legal and organisational requirements.

No information will be disclosed without your consent unless required by law or a legal authority.

Reasonable access to information will be provided to individuals or their appointed representatives should they require details about personal information held by WORKCO Limited.

WORKCO Limited's full privacy policy is available on request or can be viewed at our website at www.workco.com.au.