

## PRIVACY POLICY

Vertech Group and its business units are committed to safeguarding the privacy and security of any personal information provided to or collected by us. We adhere strictly to the Commonwealth Privacy Principles as outlined in the Privacy Act 1988 (Cth), ensuring all personal information is collected, used, and managed responsibly.

Vertech Group collects personal information directly from individuals or their representatives, maintaining transparency and accountability in our data collection practices and ensuring compliance with any applicable data protection laws. Information that may be collected includes names, contact details, identification data, employment history, and financial details. We will only gather this information when it is necessary for business purposes. Personal information shall be primarily used in accordance with the direct purpose for which it was collected, ensuring we fulfil our obligations and meet expectations. Notwithstanding, we may use personal information for related purposes that would reasonably be expected.

Vertech Group may disclose personal information to trusted third parties such as service providers, subcontractors, and other business partners. Disclosure may also occur when required or authorised by law or with the individual's explicit consent, maintaining transparency and accountability in our data-sharing practices.

Vertech Group employs comprehensive measures to protect personal information from unauthorised access, misuse, or unintended disclosure. Our security measures include encryption, access controls, secure data storage, and regular monitoring to detect and address any potential vulnerabilities, ensuring the security and integrity of all data.

When visiting our website, we may collect information through cookies for analytical purposes and to enhance user experience.

All Vertech Group workers have the right to access and correct any of their own personal information held by us to ensure its accuracy and completeness. Requests for access or corrections should be made in writing to our HR Department, who will respond in due course according to legal requirements.

If you believe that Vertech Group has breached your privacy rights or mishandled your personal information, you have the right to lodge a complaint with the HR Department. We take privacy complaints seriously, conducting thorough investigations and providing timely responses to address any concerns or issues raised.

Vertech Group will retain personal information only as long as necessary for legal, accounting, or reporting requirements.

**Cameron Waters – Group Managing Director** 

Vertech Group Pty Ltd

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