



Privacy Policy Statement

Specialised Pipe and Fittings Australia (SPFA) is committed to operating our business ethically, responsibly, and with compassion to minimise any negative impact from our operations.

All data collection and use will be undertaken in accordance with the National Privacy Principles outlined in the Privacy Act 1988, and the Privacy Amendment (Enhancing Privacy Protection) 2012.

Collection and use of personal information

SPFA collects and uses some personal data for the purposes of recruitment, employment, performance management, customer credit management, marketing, sales, and vendor management. SPFA will collect, use and store only the information necessary to perform evaluation and the necessary checks to protect the organisation and other stakeholders from harm.

Storage of personal information

SPFA uses secure and encrypted data storage centres, and your personal information may be transferred overseas for the purposes of data storage. Countries to which your personal information may be transferred could include the United States of America (Dropbox/OneDrive).

Any hard copy personal information is held in secure locations with limited management access. Personal records held electronically are stored in private folders, and any personal information no longer required is securely destroyed.

Disclosure of personal information

SPFA may disclose or receive personal information or documents about you:

1. To/from its related body corporates, who will protect and use the information only in accordance with this policy,
2. As required by law or law enforcement agencies; in relation to Employment Information – to/from human resource and payroll services providers who have agreed to keep the information confidential,
3. In relation to Customer Information - to/from service providers or other contractors, in relation to the goods or services provided to you, and who have agreed to keep the information confidential.

Security of and access to personal information

SPFA will take reasonable steps to ensure the information we disclose is accurate, complete, up-to-date, and protected from unauthorised access. Upon your request, SPFA will provide you access to your personal information held by us, except in certain prescribed circumstances, including emergency situations, specified business imperatives and law enforcement or other public interests.

If you believe we have breached your right to privacy of personal information, or you believe the information held by us is incorrect, please contact the SPFA Employee Advocates on 08 6167 5600 or by email; info@spfa.com.au.

Further information regarding the collection and use of personal information is available in the SPFA ESG Guidelines.

Jeff Nicholas
Managing Director

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