

DRIVR Privacy Policy

Driver BAS 'n Tax Pty Ltd ACN 626 032 997, through its trademarked application DRIVR (collectively DRIVR) collects, holds, uses and discloses personal information relating to various individuals in the course of marketing its services and running its business. As a service provider to participants in the Australian driver market, protecting the confidentiality and privacy of information is fundamental to DRIVR's professional relationships.

DRIVR is bound by the provisions of the *Privacy Act 1988* (Cth) (**Privacy Act**) and the Australian Privacy Principles in its collection, security, storage, use and disclosure of personal information. This document describes how DRIVR will handle personal information in accordance with the Privacy Act and the Australian Privacy Principles.

Collection of personal information

Kinds of information collected

DRIVR collects and holds personal information in order to provide services to participants in the Australian driver market.

The personal information DRIVR collects and hold includes details such as an individual's name, contact information, occupation, role, gender, qualification or areas of interest in relation to DRIVR's professional services or events. DRIVR may also collect and hold sensitive information about individuals. DRIVR will only collect and hold sensitive information if the individual has consented or if it is otherwise in accordance with the Privacy Act.

For instance, DRIVR may collect and hold sensitive information if it is required by law or necessary for the operation of the DRIVR membership portal.

If you do not provide DRIVR with the personal information that it requests, DRIVR may not be able to communicate with you or allow you to purchase, activate and make use of the DRIVR App.

How information is collected

DRIVR may collect your information when, for example, you:

- Subscribe to the DRIVR App;
- submit an enquiry through the 'Register Now' and 'Contact us' section of DRIVR's [www.driverbnt.com] webpage;
- attend a seminar or other event provided by DRIVR;
- make an enquiry about the DRIVR App;
- advertise on the DRIVR App; and
- apply for employment with, or to provide services to, DRIVR.

DRIVR will collect personal information directly from you to the extent it is reasonable and practicable to do so. However, in some circumstances, DRIVR may also collect the personal information of an individual from a third party source.

For example, an existing subscriber to the DRIVR App may provide DRIVR with the personal information of another individual in relation to the business activities of DRIVR or the operation of the DRIVR App.

Use and disclosure of personal information

DRIVR uses and discloses personal information it collects for the primary purposes of:

- providing services to participants in the Australian driver market; and
- meeting its internal business requirements, including marketing the DRIVR business; and
- operating the DRIVR App.

DRIVR does not usually disclose personal information outside of Australia. Whenever personal information is used or disclosed, it will be in accordance with this Privacy Policy and subject to the law.

Storage and security of personal information

DRIVR takes all reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure. Most information is held in hard copy or electronic records, which may only be accessed by the directors, employees and consultants of DRIVR in the performance of their duties.

All directors, employees and consultants are subject to confidentiality obligations as well as being bound by this Privacy Policy.

Access and correction of personal information

DRIVR will provide you with access to your personal information held by it, unless there is a reason why DRIVR is not required to do so under the Privacy Act. Under the Privacy Act, you have a right to request access to and correction of your personal information. DRIVR will correct any inaccurate or out-of-date information within a reasonable time of notification of inaccurate or out-of-date information.

You may make a request to access and correct your personal information by contacting DRIVR's Privacy Officer by telephone, email or otherwise in writing. Details about how to contact DRIVR's Privacy Officer are provided at the end of this Privacy Policy. If DRIVR denies you access to or it refuses to correct your personal information, DRIVR will provide you with its reasons for its decision.

Collection notice for potential employees of DRIVR

DRIVR collects your personal information as part of DRIVR's process associated with the selection of an individual for employment with DRIVR.

Your personal information may be collected from you personally or from any employment agency you or DRIVR employs or any referee whose details you provide.

DRIVR will not collect sensitive information (for instance about your religious beliefs, your professional or trade association memberships or your health information) unless you volunteer the information and consent to its collection.

If you do not provide all or part of the information DRIVR requests, DRIVR may not be able to process your application.

DRIVR does not ordinarily disclose your personal information to third parties and, if for some unlikely reason this does occur, DRIVR will do so in accordance with the Privacy Act and Australian Privacy Principles.

You may request access to any of your personal information DRIVR holds in accordance with this Privacy Policy.

Inquiries and complaints about personal information

You may make a complaint about a breach by DRIVR of the Privacy Act or the Australian Privacy Principles. DRIVR will investigate and endeavour to resolve any complaints made by you.

All inquiries and complaints should be addressed to:

Privacy Officer
DRIVR
PO Box 333
ROZELLE NSW 2039

Telephone: 1300 437 487
Email: ask@drivr.net.au

If DRIVR is unable to resolve your complaint or you are unhappy with the outcome, you can contact the Office of Australian Information Commissioner through its enquiries line 1300 363 992 or website <http://www.oaic.gov.au/> to lodge a complaint.

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