

## Your personal information

The Defence Force Remuneration Tribunal (the Tribunal) collects personal information about individuals for a range of purposes to enable it to carry out its functions. The Tribunal's privacy policy is available on the internet at:

- <http://www.dfirt.gov.au/privacy>

Further details about the collection of your personal information are provided below.

<b>Defence Force Remuneration Tribunal Inquiries – APP 5 Notice</b>	
Who is collecting your personal information?	Your personal information is being collected by the Tribunal. The Tribunal's <a href="#">contact details</a> are listed below.
Collection of your personal information.	Your personal information was collected as part of the process of conducting an inquiry into the salaries and/or relevant allowances paid to members of the Australian Defence Force (ADF).
Authority for collection of personal information.	Under section 58H of the <i>Defence Act 1903</i> (the Defence Act), the DFRT has two functions: <ul style="list-style-type: none"> <li>• to inquire into and determine the salaries and relevant allowances to be paid to Permanent and Reserve members of the ADF; and</li> <li>• to inquire into and make determinations on prescribed matters that have been referred to the Tribunal.</li> </ul>
Why does the Tribunal collect your personal information?	Tribunal inquiries involve the holding of hearings. In order to facilitate this process, the Tribunal collects the personal information of persons participating in these proceedings (including advocates, members, interveners and witnesses).  The rights of parties to appear before the Tribunal are set out in section 58K of the Defence Act. Your personal information may be used by the Tribunal to decide whether you are permitted to be heard in relation to a particular inquiry.
What would happen if the Tribunal did not collect your personal information?	If the Tribunal did not collect your personal information it would be unable to contact you with relevant information about the conduct of hearings (e.g. time, date, place). You might also not be permitted to participate in proceedings.
Who will the Tribunal disclose your personal information to?	Your personal information will be disclosed to members of the Tribunal's Secretariat, which consists of staff employed by the Australian Public Service Commission (APSC). It might also be disclosed to the immediate staff of Tribunal members.  Personal information concerning members of the Special Forces will not be disclosed or reported to any third party.  It should be noted that the majority of hearings are open to the public. In addition, hearings are recorded by court reporters employed by a contractor. These transcripts are not published but are provided to all parties involved in a hearing including, on application, to interveners.

	<p>Classified transcripts are never released to interveners.</p> <p>Transcripts may include the following personal information regarding advocates, members, interveners and witnesses: a person's name, rank, job title, organisation represented, operational and locational details, and home address, plus a full record of any verbal or written evidence they may have given.</p> <p>The Tribunal publishes its statements of decisions on its website. These may include the following personal information regarding advocates, members, interveners and witnesses: a person's name, rank, job title, organisation represented, operational and locational details, plus an outline of any verbal or written evidence they may have given.</p>
Access to and correction of your personal information.	The Tribunal's privacy policy contains information about how you may access and seek correction of personal information about you that is held by the Tribunal.
Privacy complaints.	The Tribunal's privacy policy contains information about how you may complain about a breach of the Australian Privacy Principles and how the Tribunal will deal with complaints.
Overseas disclosure of your personal information.	It is not likely that your personal information will be disclosed to any overseas recipients. The Tribunal's website is, however, accessible to persons located overseas.

### **Tribunal Contact Details**

Telephone

(02) 6257 3855

Post

GPO Box 2761  
Canberra ACT 2601

Email

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