



## Industry Skills Fund Privacy Notice

Training provided by your employer under the Industry Skills Fund is partially funded by the Australian Government and as such, your personal information is collected.

The *Privacy Act 1988* (Privacy Act) regulates the way that the Department of Education and Training (Department) collects, uses, discloses, secures, provides access to and corrects personal information.

Your personal information is collected by the Department to enable it to carry out the function of administering its programs. The Department uses personal information to (amongst other things) determine eligibility for the programs, for program monitoring purposes, for reporting purposes, for research or data matching, and for the purpose further policy development.

However, personal information will not otherwise be disclosed except where authorised or required by law. Personal information may be disclosed to other government agencies (including State and Territory Government Departments) or contractors, to be used for the purposes outlined above.

For further information, please refer to the Department's Privacy Policy.

You can get more information about the way in which the Department will manage your personal information, including information on accessing or correcting your information, and how to make a complaint, in our full privacy policy, at [education.gov.au/privacy](http://education.gov.au/privacy) or by requesting a copy from the department at [privacy@education.gov.au](mailto:privacy@education.gov.au).

<b>Name</b> of person who is receiving training or support service	
<b>Signature</b> of person receiving training or support service	
<b>Date</b>	