

## Privacy Policy

### Who this Privacy Statement applies to

This Privacy Statement ("Statement") applies to Aspirant Advisory ("we", "us", or "our"). We're committed to protecting your privacy and handling your personal information transparently and responsibly.

### What the Statement covers

This Statement explains how we collect, use, store, and protect personal information when:

- We provide professional services to you or our clients.
- You use this Website.
- We carry out any other activities integral to our business operations.

"This Website" refers to Aspirant Advisory's websites, including:

Pages under the [www.aspirant.com.au](http://www.aspirant.com.au).

Any pages or communications that link directly to this privacy statement.

### Applicable laws

We adhere to the Australian Privacy Principles (APPs) under the Privacy Act 1988 (Cth), as well as relevant state/territory health privacy laws, the Spam Act 2003 (Cth), and the Do Not Call Register Act 2006 (Cth). Where relevant, we also comply with international data protection laws such as the European GDPR.

The APPs govern the entire life cycle of your personal information—from collection to destruction—and give you rights to access and correct your data. To meet these obligations, we:

- Maintain a comprehensive internal privacy policy; and
- Include privacy-related clauses in client contracts when delivering professional services.

### Personal information we collect

Information we collect whilst providing you professional services.

You, or your organization, may provide us with your personal information so we can deliver services or carry out due diligence. This may include data about your employees, members, customers, or third parties (e.g., spouses or dependents).

We may also collect personal information directly from you or from publicly available sources, including:

- Contact details
- Dates of birth
- Gender



- Employment history
- Financial records
- Complaint details

In some cases, we may collect sensitive personal information, such as:

Government identifiers (driver's license, passport, Medicare, visa/work permit)

- Tax file numbers
- Health records
- Racial or ethnic background
- Criminal history
- Political or union memberships

When personal information is provided by a client, we take steps to confirm they've informed individuals and obtained any required consents under applicable laws.

We also collect data from suppliers, contractors, and third-party service providers necessary for business operations.

#### **Through other business activities**

We may gather personal data when conducting surveys, research projects, or other initiatives that support our core business, always providing clear details on what data is collected and why.

#### **Via this Website or event participation**

If you register for content, newsletters, or events, we may collect your contact details and account information. To improve your user experience, we use cookies and web beacons. For more information, please see our Cookie Notice.

We do not knowingly collect personal information from children 15 years or younger.

#### **How we use your personal information**

##### **For client services**

We use your information solely to deliver the agreed services under our client contracts, and for no other purpose, unless required by law or professional obligations. Depending on the service, this could include:

- Managing tax affairs for individuals working overseas
- Improving clients' products or services
- Structuring business operations
- Managing cybersecurity and operational risks

##### **For other business activities**

We will inform you of any business activity involving your data and clearly explain the intended use. We also use de-identified and aggregated data for research, analytics, and marketing.

##### **For website and marketing**

We may send you content, thought leadership pieces, or service updates we believe are relevant to you. We might do this directly (e.g. email) or via marketing partners. Your data won't be used for third-party marketing without your explicit consent.

You can opt out anytime by:

Clicking "unsubscribe" in an email; or

Emailing [admin@aspirant.com.au](mailto:admin@aspirant.com.au) for physical mailings

**Additional uses for your personal information**

We may also use your personal information to:

- Protect the rights of Aspirant Advisory, our users, or others
- Fulfill legal obligations

**Disclosure of personal information**

We will not sell your personal information. We only share it under these circumstances:

- With service providers or subcontractors who help us operate or deliver services
- When legally required (e.g., by regulatory bodies or law enforcement)
- As non-identifiable, aggregated data for research purposes

**Social media content**

Any personal information you share in public forums (e.g., blogs, forums, wikis) on our Website may be accessible to other users. We have limited control over what others do with that information.

**Legal bases for processing**

Where applicable, we rely on the following lawful bases:

- Consent
- Legitimate interest (e.g., providing services, protecting business, improving offerings)
- Legal obligation
- Explicit consent
- Legal obligation (e.g., anti-money laundering)
- Contractual necessity
- Legal claims defense

**Security of your personal information**

We store your information in both electronic and physical formats, protected by:

- Staff training
- Access controls
- Firewalls, encryption, anti-virus software
- Secure physical premises (access passes, monitoring, clean desk policies, privacy screens)

**Access, correction, deletion, and other rights**

You may access your information, ask for corrections at any time.

To exercise these rights, email our Privacy Officer at [admin@aspirant.com.au](mailto:admin@aspirant.com.au).

**Complaints and enforcement**

Privacy Officer  
Aspirant Advisory  
PO Box 6555  
Meridan Plains QLD 4551  
[admin@aspirant.com.au](mailto:admin@aspirant.com.au)

You may also contact the Office of the Australian Information Commissioner (OAIC):

GPO Box 5218, Sydney NSW 2001  
Phone: 1300363 992  
Email: [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au)

**Changes to this Privacy Statement**

This Statement may be updated periodically. We'll revise the effective date at the top and apply changes from that date onward. Please review this page regularly.