

Privacy Statement - Westpac Scholars

About Westpac Scholars

Westpac Scholars Limited ABN 35 600 251 071 as trustee for the Westpac Scholars Trust (**Westpac Scholars, we, us, our**) is bound by the *Privacy Act 1988* (Cth) (**Privacy Act**) and must protect your personal information in accordance with the Privacy Act and this Westpac Scholars Privacy Statement (**Privacy Statement**).

The privacy and security of your personal information is very important to us. We are committed to earning and maintaining your trust by carefully and respectfully managing your personal information. You can view or download a copy of this Privacy Statement online at [Westpac Scholars](#) or contact us for a free printed copy using the contact details under the heading 'Contact Us' below.

About this Privacy Statement

This Privacy Statement provides important information about how we collect and handle your personal information, including the purposes for which we collect and use your information and the types of organisations we share it with. It also explains how you can access and correct the personal information we hold about you, and how you can make a complaint about our handling of your personal information.

We collect your personal information relevant to the activities of our scholarship programs, including those known as the Research Fellowship, Future Leaders Scholarship, Social Change Fellowship, Asian Exchange Scholarship, Young Technologists Scholarship, Leadership Program and Westpac Scholars Summit (collectively, **Westpac Scholars Programs**) and the Westpac 100 Alumni Program (**W100**).

This Privacy Statement explains how Westpac Scholars handles and manages personal information we collect about you as:

- an applicant for (or nominated for) a Westpac Scholars Program (**Applicant**);
- a referee nominated by the Applicant (**Referee**);
- a member of the Westpac 100 Alumni Program (**W100 Member**);
- a member of our Selection Panel (**Panel Selector**);
- a Westpac Scholars event attendee (**Event Attendee**); or
- a visitor to the Westpac Scholars website (**Visitor**).

In this Privacy Statement we refer to Westpac Banking Corporation ABN 33 007 457 141 (**Westpac**) which provides services to us including operating the Westpac Scholars website and event registration and management services.

The terms “personal information” and “sensitive information” are as defined in the Privacy Act.

“Personal information” includes information or an opinion about an identified individual or an individual who is reasonably identifiable. Examples include an individual’s name, signature, address or date of birth.

“Sensitive information” is a type of personal information that includes information or an opinion about an individual’s racial or ethnic origin, political opinions or associations, religious or philosophical beliefs, trade union membership or associations, sexual orientation or practices, criminal record, health information, genetic information and certain biometric information when

used for certain purposes.

You do not need to provide us with your personal or sensitive information

You may choose not to provide us with your personal or sensitive information. However, if you choose not to provide us with the personal and/or sensitive information we reasonably request from you or you fail to provide adequate personal information, we will be unable to assess or accept your application to a Westpac Scholars Program, accept your reference for an Applicant, engage with you as a Panel Selector, W100 Member or Event Attendee, provide you with information about our scholarship programs, facilitate access to the full functionality of our website or otherwise engage with you in respect of our activities, as the case may be.

If you give us personal information about someone else

Before you provide another person's personal information to us, you must make them aware:

- that you will be doing this;
- of the contents of this Privacy Statement ; and
- that we will collect, use and share their personal information in accordance with this Privacy Statement any other supplementary privacy notices we have notified you of (see immediately below).

Supplementary Westpac Scholars' Privacy Notices

On occasion we may need to provide you with information specific to the collection of additional personal information (for example, not specified in this Privacy Statement), in which case we will provide you with a supplementary privacy notice.

Please read this Privacy Statement and any supplementary privacy notices we notify you of and contact us using the details provided under the heading 'Contact Us' below if you have any questions.

Consent to collect, use and disclosure of your sensitive information

By providing us with any of your sensitive information which we specifically detail in this Privacy Statement, you consent to our collection, use and disclosure of that sensitive information in accordance with and as set out in this Privacy Statement.

You have the right to withdraw your consent for our collection, use and disclosure of your sensitive information at any time by contacting us using the details under the heading 'Contact Us' below.

However, if you withdraw your consent for our collection, use and disclosure of your sensitive information we will no longer be able to assess or accept your application to the Westpac Scholars Programs, accept your reference for an Applicant, engage with you as a Panel Selector, W100 Member or Event Attendee, provide you with information about our scholarship programs or otherwise engage with you in respect of our activities or events, as the case may be.

What personal information we collect about you and why

The personal information (including sensitive information) that we collect about you will depend on the circumstances in which we are dealing with you. For example, if you are an Applicant, Referee, W100 Member, Event Attendee, Visitor or Panel Selector.

For an Applicant, we collect your:

Type of personal information	Examples of what this may include	Purposes
Personal and contact details	• Your name, date of birth, gender, signature, mailing and residential address details, contact details such as telephone numbers and email addresses, and other personal details that you provide in an application form. • Qualifications, academic transcript, employment history. • Information about your community activities and details in relation to your study, research plan and career/ academic aspirations.	• to process and manage your application, including selecting Westpac scholars; • to engage, or assist a successful applicant to engage, with service providers, contractors, suppliers, other foundations and other potential funders that may be necessary for, or provide opportunities to assist scholars with scholarship study or research programs; • to publish information in our Annual Reports such as the details and outcomes of scholars' study or research programs; • to send you occasional email updates on scholarships and scholars, where you have registered to receive these.
Sensitive information	Ethnicity, disability status, Aboriginal or Torres Strait Islander status.	• to process and manage your application.
References	Information from references provided a Referee(s) and may include academic qualifications and employment history.	• to process and manage your application.
Financial Information	Bank account number, credit card number.	• to facilitate payment for your scholarship or other payments.
Photographs and video recordings	Recordings that you provide to us in connection with an application form.	• to promote our Westpac Scholar Programs, including issuing media releases when scholarships are announced and promoting upcoming events.
Records of conversations and other correspondence	Other correspondence you may have with us in the form of contact notes made by us.	• respond to your queries.

If you are a Referee, we collect your:

Type of personal information	Examples of what this may include	Purposes
Personal and contact details	Your name, gender, signature, mailing and residential address details, contact details such as telephone numbers and email addresses.	• facilitate and manage referrals of applicants; • respond to your queries; • provide you with information regarding the referral process.

If you are a W100 Member, we collect your:

Type of personal information	Examples of what this may include	Purposes
Personal and contact details	Your name, date of birth, gender, signature, mailing and residential address details, contact details such as telephone numbers and email addresses, and other personal details that you provided in your application form or publicly available information such as LinkedIn profile.	• to maintain and engage persons involved in the establishment and maintenance of that network; • to enable communication between users of the W100 network; • to send you occasional email updates on scholars, where you have registered to receive these; • to publish information in our Annual Reports such as the details and outcomes of scholars' study or research programs.
Photographs and video records	Your photographic or video image.	• to use your photographic or video image and name on our websites and in publications which may include but are not limited to newspapers, catalogues, video collages, newsletters and advertising material; • to promote our programs, including issuing media releases when scholarships are announced and promoting upcoming events.

If you are a Panel Selector, we collect your:

Type of personal information	Examples of what this may include	Purposes
Personal and contact details	Your name, date of birth, gender, signature, mailing and residential address details, contact details such as telephone numbers and email addresses.	• facilitate and manage the assessment of Applicants; • respond to your queries; • provide you with information regarding the assessment process; • set you up in our systems.

If you are an Event Attendee, we collect your:

Type of personal information	Examples of what this may include	Purposes
Personal and contact details	Your name, date of birth, gender, signature, mailing and residential address details, contact details such as telephone numbers and email addresses and your opinion.	• send you occasional email updates on scholarships and Westpac Scholars, where you have registered to receive these; • register you for seminars and workshops, to contact you post event to obtain your feedback and inform you of upcoming events; • as part of surveys related to an event you attended; • date of birth is collected and used to facilitate travel bookings where required.
Sensitive information	• Allergy or dietary requirements • Health information (additional mobility or accessibility needs).	• for catering requirements at our events; • for access to a Westpac site or other premises for an event.
Photographs and video recordings	Photographs, video or audio recordings of you at our events.	• photographic or video image and name on our websites and in publications which may include but are not limited to newspapers, catalogues, video collages, newsletters and advertising material; • promote our Westpac Scholar Programs, including issuing media releases when scholarships are announced and promoting upcoming events.

We may also collect and/or use your personal information for other or additional purposes where permitted or required by law or where you have provided us with your consent to do so.

Laws that require us to collect, use and/or disclose your personal information

Certain laws require us to collect, use and/or disclose your personal information in particular circumstances, including:

- to handle and manage your personal information as regulated by the *Privacy Act 1988 (Cth)*;
- if we are required to disclose personal information to receivers or bankruptcy trustees (or similar) under the *Bankruptcy Act 1966 (Cth)* and *Corporations Act 2001 (Cth)*; and
- to verify your identity, for example when you apply for a grant with us. We collect your personal information to verify your identity and comply with our other obligations under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth)*.

How we collect personal information about you

We collect your personal information about you directly from you whether in person, over the phone or electronically such as through our website or platforms, when you register for an event or part of your engagement with us.

From time to time we may collect information about you from third parties. For example, we may collect your personal information from:

- if you have applied for the Westpac Scholars Program, any Referees you have listed on your application to verify the information you have provided to us;
- social media platforms if you publicly comment or send us a private message (but we will never ask you to give us personal information publicly over a social media platform that we use);
- publicly available sources of information, such as public registers; and/or
- your representatives (including your legal adviser, executor, administrator, guardian, trustee or attorney).

Who we disclose your personal information to and why

We may disclose or share your personal information with third parties but only for the purposes listed below or as otherwise permitted by the Privacy Act:

Third Party	Purposes
Service providers	Partners that help us operate our grant and scholarship activities, and websites including: • our associated entities such as Westpac; • our agents, contractors and service providers travel consultants, insurance providers, media agencies, event managers and our advisors; • Delivery partners for our leadership programs; • persons involved in the establishment and maintenance of the W100 network; and

	• register you for seminars and workshops.
Universities (in the Westpac Scholars program)	• To process your application and deliver a part of the program; and • To engage or assist a successful applicant to engage in opportunities and scholarship study or research programs.
Volunteers	Persons involved in the establishment and maintenance of our programs involving the provision of non-financial support (for example, volunteer and pro bono support).
Regulatory authorities, and government bodies	Regulatory bodies, government entities or agencies and law enforcement bodies in any jurisdiction where required or authorised by law to do so.
Other persons	• Persons involved in the assessment of applications, employees of Westpac assisting with the assessment and selection process including Foundation, legal, risk and finance reviewers; • Persons involved in the assessment of applications and study/research plans, such as members of selection committees, referees, your university, community representatives; and • Our agents, contractors and service provider travel consultants who facilitate attendees' travel requirements.

Sharing your personal information overseas

We do not disclose your personal information to third parties located outside Australia.

How we protect your personal information

We take a range of physical, electronic and other security measures to reasonably protect the security, confidentiality and integrity of the personal information we hold. For example:

- access to information systems is controlled through identity and access management controls;
- employees and contractors are bound by internal information security policies and are required to keep personal information secure;
- all employees and contractors are required to complete training about privacy and information security;
- volunteers and others providing pro-bono support must follow confidentiality requirements and information security procedures;
- we monitor and review our compliance with internal policies; and
- we regularly assess our security measures against industry best practices.

Accessing and correcting your personal information

You can request access to the personal information that we hold about you. You can also ask for corrections to be made to it. To do either of these, please contact us using the contact details provided under the heading 'Contact Us' below.

We will seek to verify your identity before we allow access, or make changes to, your personal information.

There is no fee for requesting corrections to your personal information or for us to make those corrections. In some circumstances, we may charge you a reasonable amount for providing you access to your personal information to cover the costs of locating the information, copying it and supplying it to you.

We are not required to provide you with access to your personal information in certain limited circumstances. There are also certain circumstances in which we are not required to correct your personal information – for example, where we are not satisfied that the information we have on record for you is inaccurate, out-of-date, incomplete, irrelevant or misleading.

If we refuse to give you access to or to correct your personal information, we will give you a notice explaining our reasons (except to the extent it would be unreasonable for us to do so) and provide you with information on how you can complain about our refusal.

Resolving your privacy complaints and concerns

If you have a question or complaint about how your personal information is being handled by us, please contact us by using the contact information under the heading 'Contact Us' below. We will acknowledge your complaint as soon as we can and we will let you know if we need any further information from you to resolve your complaint.

We aim to resolve complaints as quickly as possible. We strive to resolve complaints within thirty (30) business days. If your complaint is taking longer, we will let you know what is happening and a date by which you can reasonably expect a response.

Office of the Australian Information Commissioner

Under the Privacy Act you may also complain to the Office of the Australian Information Commissioner (**OAIC**) if you have raised a complaint with us and you are not satisfied with our response or have concerns about the way we handle your personal information.

The contact details for the OAIC are set out below:

Mail:	GPO Box 5218, Sydney NSW 2001
Phone:	1300 062 992
Email:	enquiries@oaic.gov.au
Online enquiries:	https://www.oaic.gov.au/privacy/privacy-complaints

Contact Us

If you wish to contact us, please use the contact details below:

By writing to:	Westpac Scholars Trust Level 19, Westpac Place 275 Kent Street Sydney, NSW 2000
By email:	westpacscholars@westpac.com.au

Changes to this Privacy Statement

We may update this Privacy Statement from time to time. Please ensure you review it periodically for changes. An up-to-date version of this Privacy Statement is available at any time at Westpac Scholars - <https://scholars.westpac.com.au>.

Your continued engagement with us or the provision by you of further personal information to us after this Privacy Statement has been revised will be deemed to be your acceptance of (and, for sensitive information, your consent to) the so revised Privacy Statement.

This Privacy Statement was published in February 2024.

Westpac acknowledges the traditional owners as the custodians of this land, recognising their connection to land, waters and community. We pay our respect to Australia's First Peoples, and to their Elders, past and present.

© Westpac Scholars Limited ABN 35 600 251 071 as trustee for the Westpac Scholars Trust