

Privacy Notice for Outsourced Service Providers

Qantas Superannuation Limited ('we', 'us' or 'our'), as trustee of the Qantas Superannuation Plan (**Qantas Super**), respects the privacy of your personal information and is committed to complying with the Australian Privacy Principles in the Privacy Act 1988 (Cth).

Refer to our [Privacy Policy](#) for detailed information. This Privacy Notice is specific to when we collect personal information about senior personnel who work for or who are directors of our outsourced service providers.

Collection of personal information

We collect and hold personal information that is reasonably necessary for, or directly related to, one or more of our functions or activities as the trustee of the Plan, which is a regulated superannuation fund.

As part of our due diligence processes when engaging or monitoring our outsourced service providers, we may perform background checks of the service provider's senior personnel using information from publicly available sources.

We will not collect sensitive information (such as criminal record or health, genetic or biometric information) without a person's explicit consent, except where we are required to or permitted by law to do so.

Purpose of collection

Performing due diligence on outsourced service providers is necessary to ensure we can satisfy our care, skill and diligence obligations under section 52(2)(b) of the *Superannuation Industry (Supervision) Act*.

We collect personal information for the purpose of completing due diligence assessments of our service providers, which can include an evaluation of the skill, knowledge, experience and the fitness and propriety of its senior personnel.

Disclosure of your personal information

We may disclose your personal information to third parties such as professional advisers who may be based in countries outside of Australia. Any such disclosure will only be made for the purposes of the management and administration of Qantas Super, and the use of personal information is strictly controlled. We may also disclose your personal information to regulatory bodies where this is required by law.

Our Privacy Policy

Our Privacy Policy sets out our approach to the management of personal information including the security and storage of your information. Subject to the *Privacy Act 1998* (Cth), you can have access to and seek correction of your personal information. Our Privacy Policy contains information about how you can do this. Our Privacy Policy also contains information about how you can make a complaint about a breach of privacy.

Trustee contact details

The Privacy Officer
Qantas Superannuation Limited
GPO Box 4303
Melbourne VIC 3001
Phone: 1300 362 967

More information can be found in our [Privacy Policy](#).

Additional information for senior personnel located in the European Union or United Kingdom

The following information is provided as required by the *General Data Protection Regulation* (EU) 2016/679) (GDPR) and the UK GDPR.

We are controller of the personal information we collect about you.

Sensitive information referenced in “Collection of Personal Information” above includes ‘special categories of personal data’ as set out in GDPR Article 10. Special categories of personal data is not collected without your explicit consent.

The legitimate interest required to collect your personal information under GDPR Article 6 is set out in “Purpose of Collection” above.

As set out in our Privacy Policy

- when we no longer require your personal information (including when we are no longer required by law to keep records relating to you), we ensure that it is destroyed or de-identified.
- Under certain circumstances you have the *right to request access* to your personal information and to *request correction* to the information that we hold about you.

Under certain circumstances, you also have the right to:

Request erasure of the personal information we hold where there is no good reason for us continuing to process it.

Object to processing of your personal information on grounds relating to your particular situation, where you believe the legitimate interest to process your personal information impacts on your interests, rights and freedoms.

Request restriction of processing of your personal data where you ask us to suspend the processing of your personal information to allow (a) us to verify the accuracy of the information; (b) where our use of personal information is unlawful but you do not want us to erase it; (c) where you need us to hold the personal information even if we no longer require it because you need it to establish, exercise or defend legal claims; or (d) you have objected to our use of your personal information but we need to verify whether we have overriding legitimate grounds to use it.

We advise there is no automated decision-making, including profiling, when processing your personal information.

If you wish to exercise any of the rights set out above, please contact us.