



ANGLICAN DIOCESE OF CANBERRA AND GOULBURN

## Website privacy policy

This *Privacy policy* summarises how the Anglican Diocese of Canberra and Goulburn (“the Diocese”, “our”, “we” or “us”) will deal with the personal information of visitors to our website.

### Commitment

The Diocese is committed to protecting your personal information in accordance with the Privacy Act 1988 (Commonwealth) and the Australian Privacy Principles.

By visiting our website, using any of our services or otherwise providing us with your personal information (or authorising it to be provided to us by someone else), you agree to your personal information being handled as set out in this *Website Privacy policy*.

### Why do we collect personal information?

We only collect personal information (when submitted) in order to fulfil a request or registration. This may include any contact details you provide when you submit a form to contact us.

### Websites

The Diocese respects the privacy of visitors to our website. To inform improvements to our website, non-identifying statistical information may be collected, such as:

- Your server address
- Your top level domain name (for example .com, .gov, .au etc)
- The date and time of your visit
- The pages you accessed and files downloaded
- The previous site you have visited
- The type of browser you are using

No information that personally identifies you is collected when you simply browse the site.

The website may use small data files (‘cookies’) to track website usage and statistics. A cookie does not identify individuals personally, but it does identify computers. You can set your browser to refuse cookies, which may limit access to some functions.

### Emails

You can subscribe to receive regular email updates about the work of the Diocese, Ministry units and other agencies. You can also unsubscribe from our email list at any time by using the ‘unsubscribe’ link on the emails.

Our email service provider may collect non-personal information from email campaigns for statistical purposes, such as:

- the date and time you opened the email
- the links clicked on from the email
- the type of device used to read the email

### **Links to other sites**

Users should be aware that when you are on a Diocesan site you could be directed to other sites that are beyond our control. There are links to other sites from the Diocese that take you outside our service. These other sites may collect data or solicit personal information.

### **Access to, and use of information**

Depending on the purpose of the information submitted some information may be stored in our email or contact systems. Some or all of this information may be available to the Registrar and authorised staff of Anglican Diocesan Services. Where we have obtained your consent, we may also send you communications from time to time, for example to advise you of news or information which may be of interest to you.

### **Disclosure of information to third parties**

We will not disclose information to other third parties except in cases where required by law or where the third party is a contractor or supplier who is engaged by us to assist with the activities of The Diocese. All such contractors will be bound contractually to keep all information confidential.

### **Feedback**

Feedback on this policy can be submitted to:

Anglican Diocesan Services - Risk and Compliance Directorate  
Phone (02) 6245 711 or email [business.support@anglicands.org.au](mailto:business.support@anglicands.org.au)