



PRIVACY STATEMENT

JUNE 2007

BACKGROUND, FUNCTIONS AND POWERS OF THE GHRRA

The Greyhound and Harness Racing Regulatory Authority (“the GHRRA”) is a statutory body established under the *Greyhound and Harness Racing Administration Act 2004* (NSW). The functions of the GHRRA include the regulation of Greyhound and Harness Racing in New South Wales. The GHRRA has the power to:

- Licence, or refuse to licence, or cancel or suspend the licence of any Race Club, Owner, Trainer, Driver, Stablehand, Attendant, Bookmaker, Bookmaker’s Clerk or any other person associated with the Greyhound or Harness Racing Industries in NSW;
- Inquire into and to deal with any matter related to Greyhound or Harness Racing in NSW;
- Supervise and regulate the activities of all persons licensed in the Greyhound or Harness Racing Industries or any person who brings themselves within the operation of the Rules of Greyhound or Harness Racing.

PURPOSE OF COLLECTION OF PERSONAL INFORMATION OR HEALTH INFORMATION BY THE GHRRA

Personal Information or Health Information is collected by the GHRRA to assist it in carrying out its functions under the *Greyhound and Harness Racing Administration Act 2004*. These include the collection of information to enable the GHRRA to make determinations for the licensing of persons within the Greyhound and Harness Racing Industries in NSW.

WHAT LEGISLATION APPLIES TO THE COLLECTION OF PERSONAL INFORMATION OR HEALTH INFORMATION BY THE GHRRA?

The *Privacy and Personal Information Protection Act 1998* (NSW) applies to the collection, storage and use of “Personal Information” by the GHRRA.

The GHRRA also collects “Health Information” as part of processing some licences issued by it. For example, as part of an application to be licensed as a Driver, the GHRRA requires you to complete a medical questionnaire.

The collection, storage and use of “Health Information” is governed by applicable provisions of the *Health Records and Information Privacy Act 2002* (NSW).

HOW IS PERSONAL INFORMATION OR HEALTH INFORMATION COLLECTED BY THE GHRRA?

Personal Information or Health Information is collected by the GHRRA when you lodge an application to become licensed by the GHRRA to carry out activities in either the Greyhound or Harness Racing Industries. Personal Information or Health Information is normally collected by the GHRRA on the licence application form that you submit to the GHRRA in support of your application to be licensed by the GHRRA.

In some circumstances, information is also collected by GHRRA employees or the Board of the GHRRA during the course of interviews or hearings with you as part of your licence application process.

From time to time, the GHRRA might be provided with information by interstate or overseas Racing Bodies. This information is generally unsolicited and does not fall within the definition of “Personal Information” or “Health Information” under applicable legislation. However, most information is normally collected directly from a licence applicant.

As part of your licence application you are also required to obtain a National Criminal Record Check. You may authorise the NSW Police to disclose any results (including any criminal record) directly to the GHRRA. In that case, information is collected by the GHRRA directly from the NSW Police upon your authorisation.

DATA SECURITY AND STORAGE

The GHRRA takes all reasonable steps that it can to secure Personal Information or Health Information collected by it from misuse, loss, unauthorised access, unauthorised modification and/or unauthorised disclosure.

The information is stored by the GHRRA in either hard copy and, in most cases, on various databases maintained by the GHRRA.

Information is only accessed by employees within the GHRRA on a need to know basis.

If you would like further information on who is allowed to access your information please contact the GHRRA's Privacy Officer.

ACCESS TO YOUR PERSONAL INFORMATION OR HEALTH INFORMATION

Under the *Privacy and Personal Information Protection Act 1998* you may request access to your Personal Information or your Health Information at any time. If you wish to access your Personal Information or Health Information, you should contact the GHRRA's Privacy Officer.

WHAT IF I DO NOT WANT TO PROVIDE PERSONAL INFORMATION OR HEALTH INFORMATION TO THE GHRRA?

You may choose not to supply the GHRRA with the information it requests during your licence application. However, if you do not supply information sought by the GHRRA, the GHRRA may not be able to process your application for a licence. The GHRRA is required to carry out certain inquiries and checks to ensure that persons licensed by it are fit and proper persons to hold any licence sought. The information collected by the GHRRA is collected to enable the GHRRA to make that determination.

DISCLOSURE

The GHRRA will not use or disclose your Personal Information or your Health Information except:

- where it is required under Commonwealth or NSW legislation to do so (for example, under the *Privacy and Personal Information Protection Act 1998* and the *Health Records and Information Privacy Act 2002* there are a range of circumstances where the GHRRA **must** disclose the information to certain bodies. Some examples of where the GHRRA may be required by legislation to disclose your information are where the disclosure is required:
 - to lessen or prevent a serious and imminent threat to a person's life;
 - to lessen or prevent a serious and imminent threat to public health or safety; or
 - if the GHRRA believes that an individual is engaging in unlawful activity and the disclosure is relevant to persons or authorities.
- where you have **authorised** the disclosure or use of the information to or by a third party. For example:
 - when you complete your licence application form you will see a "Privacy Notice and Consent Section". By signing that part of the licence application, you agree to allow certain disclosures of your information by the GHRRA such as disclosure of your information to other racing bodies (eg. other Regulators, Commercial Racing Bodies and Race Clubs both within and outside Australia).

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- to allow publication of your information in form guides and industry directories. You may also be asked by the GHRRA from time to time if you authorise a disclosure for a specific purpose to a specific organisation.
- to allow the GHRRA to disclose your information to Race Clubs and Greyhound Racing NSW (“GRNSW”) or Harness Racing NSW for the purpose of allowing the payment of stakes and for participation in breeder bonus schemes such as GRNSW’s Blue Paws’ Scheme.
- where a participant provides credit or debit card details to the GHRRA for the purposes of paying a fee, the GHRRA’s use or disclosure of those details will be limited to what is necessary for the purposes of processing the specific transaction. The Authority’s procedures relating to proper security over information will apply to its dealings with credit or debit card details.

PRIVACY OFFICER OF THE GHRRA/FURTHER INFORMATION

If you have any queries about privacy please contact the GHRRA’s Privacy Officer as follows:

- ✉ Mail: PO Box 358, Bankstown, NSW, 2200 (please place correspondence in sealed envelope marked ‘*Private and Confidential*’)
- ✉ Email: issues@ghrra.nsw.gov.au
- ☎ Telephone: (02) 9722 6600
- ☎ Facsimile: (02) 9722 6690

COMPLAINTS

If you have any complaint relating to the use of your information, the GHRRA would like to try to resolve it with you first. Any complaints should be directed in the first instance to the GHRRA’s Privacy Officer. If you are not satisfied with the GHRRA’s response you may lodge a complaint with the Office of the Privacy Commissioner of NSW whose contact details are listed below:

- 🌐 Web: <http://www.lawlink.nsw.gov.au/pc.nsf/pages/index>
- 🏢 In Person: Goodsell Building, 8-12 Chifley Square, Sydney, NSW
- ✉ Mail : GPO Box 6, Sydney NSW 2001
- ☎ Telephone: (02) 9228 8585

JOHN COUGHLAN
Chief Executive Officer