

Defence Public Interest Disclosure Directorate Privacy Notice

The Department of Defence must comply with the Australian Privacy Principles (APP) contained in the *Privacy Act 1988*, which govern the handling of personal (including sensitive) information.

The purpose of this notice is to:

- provide you with a privacy notice for the purpose of APP 5 in relation to any of your personal information that Defence collects in relation to your Public Interest Disclosure (PID), and
- confirm your understanding of the identity protections available and seek your explicit consent to the use and disclosure of identifying information in certain circumstances.

What information do we collect?

The PID Directorate is responsible for receiving, assessing, referring, investigating and reporting on PIDs in Defence. In order to fulfil these functions, PID Directorate staff may collect, use and disclose your personal information as it relates to your PID. This information may include:

- your full name
- your contact details such as email address, phone number and address, and
- information about you where it is relevant to your PID, such as your employment details.

All information will be stored securely in accordance with the Defence Privacy Policy. The PID Directorate also has a range of methods it uses to protect identifying information where its use or disclosure is not necessary, such as using a pseudonym.

When might your information be provided outside the PID Directorate?

It may be necessary or desirable for the PID Directorate to provide your personal information to other areas within or outside Defence in order to fulfil its functions.

The PID Act also enables the PID Directorate to use or disclose your identifying information in a limited range of circumstances, including where the use or disclosure is:

- necessary for the purpose of the PID Act, which includes providing assistance in relation to the PID, providing legal advice or other professional assistance, or for the exercise of a function or a power conferred by the Act
- for the purposes of a law of the Commonwealth, or
- with your consent.

Who might need to access your information?

Areas within Defence to whom the PID Directorate may be required to disclose your personal information or identifying information include, but are not limited to:

- Defence areas responsible for managing and investigating complaints more broadly, such as Australian Public Service Code of Conduct delegates, Joint Military Police Unit, Directorate of Conduct and Performance, Security Investigations Unit, ADF Sensitive Issues Management, Directorate of Investigations, and AGSVA
- witnesses to inform them of outcomes related to your PID
- managers / supervisors within your chain of command who may have a role in the implementation of recommendations or other matters arising from your PID

- managers / supervisors within the PID Directorate's chain of management for reporting, oversight and assurance purposes, and
- individuals responsible for providing legal advice or other professional assistance.

Additionally, there may be a need for external agencies to access your personal information or identifying information. This includes, but is not limited to:

- oversight agencies such as the Commonwealth Ombudsman or National Anti-Corruption Commission, and
- the Commonwealth Director of Public Prosecutions (CDPP) or other law enforcement agencies.

What if I don't consent to my identifying information being provided?

The PID Directorate interprets the above strictly, and ideally requires disclosers to acknowledge and explicitly consent via the attached form to the range of circumstances in which personal information and identifying information may be used or disclosed. Even if you do not consent, in some circumstances the use or disclosure of your personal information or identifying information may still be necessary for the purposes of the PID Act or another law of the Commonwealth.

While the PID Directorate will do everything reasonably practicable to investigate allocated matters, it may not be possible to investigate your PID if you do not explicitly consent to your identifying information being provided to the PID investigator or other areas within or outside Defence.

Additionally, while Defence will take all reasonable steps to protect your identifying information when requested, confidentiality cannot be guaranteed. Your identity may become apparent during the course of an investigation, or others may infer the source of the disclosure, particularly if you are among a limited number of individuals with access to the relevant information or if the disclosure relates to a direct interaction involving you.

Further information

For further information about how Defence handles personal information, refer to the [Defence Privacy Policy \(linked\)](#) or contact Defence Privacy at defence.privacy@defence.gov.au. The Defence Privacy Policy also contains information about how you can apply for access to or correction of your personal information, and the complaints process if you believe Defence has breached your privacy.