



Privacy and your personal information: Public Health (Tobacco and Other Products) Act 2023

The Department of Health, Disability and Ageing (the department) administers the reporting and disclosure requirements in the *Public Health (Tobacco and Other Products) Act 2023*. The department is bound by the Australian Privacy Principles (the APPs) outlined in Schedule 1 of the *Privacy Act 1988* (Cth), which regulate how we may collect, use, disclose and store personal information.

Personal information provided by reporting entities will be handled by the department in accordance with the *Privacy Act 1988* (Cth) and the department's Privacy Policy.

In receiving reports, departmental staff may collect personal information from you and others in your entity, including the names, contact details and positions of relevant personnel. Reports are required to be collected under the *Public Health (Tobacco and Other Products) Act 2023* and personal information collected by the department in receiving such reports is collected for the purpose of administering reporting requirements in the Act. If the department does not collect the information required to be included the reports, your entity will not be able to comply with its obligations under the Act.

Reports will be published on the department's website. The Minister may decide, under section 145(2) not to publish personal information contained in reports. However, you should assume that personal information included in a report may be published and advise the department, at the time of submission of the report, if there is any personal information that you would like redacted.

The department will not publish signatures on the department's website.

Your personal information will be accessed by departmental staff who are involved in the administration of the reporting requirements. It may also be accessed by the department's contracted ICT service providers, who are subject to privacy and confidentiality obligations.

Your personal information will be handled in accordance with the protections in the Act and the *Privacy Act 1988* (Cth). Personal information that is collected by the department in receiving reports will be stored securely in Australia and will not be disclosed by the department to any overseas recipients (except where the reports are published on the department's website).

For further information, please refer to the department's Privacy Policy that contains information about how you can access personal information that the department holds about you, seek correction of that personal information, and about how you may make a complaint about a breach of the APPs (or a registered APP code), and how the department will deal with such a complaint.