

# AUSTRALIAN CULINARY FEDERATION

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Dedicated to promoting Camaraderie and Culinary Education of Chefs, Cooks, Apprentices & Culinary Students

## Privacy Policy

Australian Culinary Federation committed to ensuring the privacy and security of all information collected from our members and other parties. In accordance with the Privacy Act 1988, this Privacy Policy outlines the information collection practices utilised by Australian Culinary Federation, how that information is used and the choices you can make about the way the information you provide to us is collected and used.

## The information we collect

When you lodge an enquiry with or submit an application or registration to Australian Culinary Federation, we need to collect information about you in order to enable us to service your membership, deliver our professional services or to complete any business transaction. When you ring us, we may also monitor or record telephone calls for staff training and quality maintenance purposes, or to verify discussions which take place. This information includes, but is not limited to, details such as your name, your contact details, your requirements and relevant company, business and financial information. We may not be able to provide products or services if you do not supply the information requested.

## Australian Culinary Federation Web Site

Like most web sites, there is certain information we automatically track when you use the Australian Culinary Federation website, including the URL that you came from, the browser you are using and your IP address. This data is utilised to improve the services of Australian Culinary Federation and does not include any personally identifying information. We will not retain any such information unless you submit that information for membership registration or other transactional purposes.

If you use the secured or "members only" section of our website "cookies" may be transferred to your computer. Cookies store information about your use of the site which may be used by us to identify you and otherwise enable the efficient use of the website.

This policy does not apply to other websites which you access by using a link from our website. The content and privacy policies of other websites are the responsibilities of their owners.

Please note that other websites or programs hosted or operated by Australian Culinary Federation (on domain names other than via [www.restaurantcater.asn.au](http://www.restaurantcater.asn.au)) may contain specific privacy statements and disclosures which are specific to that website or program.

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## How we use the information

The information that you provide will be collected and saved by us is used to assess your requirements and to enable Australian Culinary Federation to properly run the organisation and to enable the relevant service or information to be provided to you. It may also be used for other purposes which you would reasonably expect, for example, for research, staff training, policy development, planning or for supply to third party service providers such as mailing houses that we use to send you surface post material.

We do not sell, rent or trade your personal information to third parties for other marketing purposes. If at any point in time you would like your saved data to be deleted from our system, please contact us and we will arrange to have your records deleted from our database.

As a user of Australian Culinary Federation's services, you may occasionally receive email or other updates from us about new information, briefings or products or services being offered by Australian Culinary Federation or any of its related companies or business partners, along with newsletters and any noteworthy changes to the website. You may always unsubscribe and opt out from receiving these messages.

Unless otherwise prohibited by law or our contractual obligations, we may disclose personal information if required to do so by law, court order, or as requested by a governmental or law enforcement authority, or in the good faith belief that disclosure is otherwise necessary or advisable. Such situations may include: to perform, maintain or enforce contracts with our users or suppliers; to protect the rights or properties of Australian Culinary Federation, our business affiliates, our users, or others; or when we have reason to believe that disclosing the information is necessary to identify, contact, or bring legal action against someone who may be causing, or who may be threatening to cause, interference with or damage to our rights or properties, whether intentionally or otherwise; or when anyone else could be harmed by such activities.

## Opting out of promotional information

Australian Culinary Federation works hard to provide our members and clients with the best possible service at all times. From time to time, we will send our members newsletters, updates and other useful information. We hope that you will find these items informative and useful. However, should you choose to not receive them in the future, you will have the ability to unsubscribe from the mail database by following the Unsubscribe instructions at the bottom of each email.

## Our commitment to data security

All user details captured by Australian Culinary Federation are stored securely at all times and will never be provided to any unauthorised third parties.

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## Security Policy

Australian Culinary Federation National Office Inc.  
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Ph 03 98595278  
ABN 25 295 509 980 NO A0062379W

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When purchasing from Australian Culinary Federation your financial details are passed through a secure server using the latest 128-bit SSL (secure sockets layer) encryption technology. 128-bit SSL encryption is approximated to take at least one trillion years to break, and is the industry standard. If you have any questions regarding our security policy, please contact [office@austculinary.com.au](mailto:office@austculinary.com.au)

## **Access to your information**

If you wish to know what information we have gathered about you, you can request this information by contacting our privacy officer. We will endeavour to respond to your request within seven days. We may ask you to pay reasonable out of pocket expenses, such as photocopy costs, associated with satisfying your request.

## **How to contact us**

This policy may be revised from time to time, as we alter the way we use your information, or new features are added to the site or the legislation changes. Please check the policy periodically for updates and additions. If you have any concerns or queries about Australian Culinary Federation's Privacy Policy or would like more information, please contact us using the details displayed in the Contact Us section of our website.

*Australian Culinary*  
FEDERATION