

Privacy Collection Statement – Gift Offers

Background

This privacy collection statement is published in accordance with the Information Privacy Principles in Schedule 1 of the Privacy and Data Protection Act 2014.

The Victorian Environmental Water Holder (VEWH) is part of the public sector. As such, it complies with a range of laws and related obligations, including:

- the *Public Administration Act 2004*;
- the *Minimum accountabilities for the management of gifts, benefits and hospitality* issued by the Victorian Public Sector Commission; and
- the *Privacy and Data Protection Act 2014*,

Collection, retention and use of information

As part of the VEWH's compliance with its obligations and with good public sector governance practice:

1. If an individual or organisation offers a gift to a Commissioner or employee of the VEWH as a result of that person's role with the VEWH, information about the offer will be recorded, retained, and used by the VEWH.
2. Details of the information that will be recorded, retained and used by the VEWH are set out in the VEWH's policy on Gifts, Benefits and Hospitality – responding to gift offers ('gifts policy').
3. The VEWH's gifts policy is published on its external website www.vewh.vic.gov.au
4. As set out in its gifts policy, the VEWH publishes a 'de-identified' copy of its gifts register on its external website www.vewh.vic.gov.au
5. The purpose of publishing the 'de-identified' copy of the VEWH's gifts register on its external website is to:
 - promote transparency in public sector decision making; and
 - comply with the *Minimum accountabilities* for the management of gifts, benefits and hospitality.

Viewing information

If you have offered a gift to a board member or employee of the VEWH as a result of that person's role with the VEWH you can view the information that has been recorded by contacting: **Dez Daswani** – dez.daswani@vewh.vic.gov.au

Please note that, in accordance with the VEWH's gifts policy, whilst information on both 'reportable' and 'token' gifts (as defined in the policy) are recorded, retained and used by the VEWH:

- only information on reportable gifts is recorded in the gifts register; and
- steps have been taken to 'de-identify' personal information in the copy of the gifts register that is published on the VEWH's external website.