



Selector Funds Management Limited

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Privacy Policy 2021



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Privacy Policy

Selector Funds Management Limited (SFML) is bound by the Australian Privacy Principles set out in the *Privacy Act*¹. SFML has implemented procedures to ensure that personal information is protected and handled in accordance with these principles. These principles govern how we can collect, use, hold and disclose your personal information, and how we respond when a data breach² occurs.

What kinds of personal information do we collect and hold?

While providing products and services, SFML may collect and hold personal information including names, addresses and other contact details, dates of birth, and financial information. In addition, SFML may collect and hold sensitive information including government identifiers (such as Tax File Numbers).

Why do we collect, hold, use and disclose personal information?

The main reasons we collect, use, hold and disclose personal information include:

- Providing you with one or more of our financial services or products.
- To assess your application for a financial product or service; and/or
- To communicate with you about the products and services that we offer.

How do we collect personal information?

We collect most personal information directly from you. Sometimes we will collect personal information about you from other sources such as publicly available databases.

How do we hold personal information?

Much of the personal information we hold will be stored electronically and securely by SFML or at the offices of the Fund Administrator, DDH Graham Limited. We use a range of security measures to protect the personal information we hold.

Who do we disclose your personal information to, and why?

We only use personal information for the purposes for which it was given to us, or for purposes which are directly related to one or more of our functions or activities. Where required we may disclose your personal information to organisations outside of SFML. For example, your personal information may be shared with the Fund Administrator, so that it may perform its duties in relation to SFML's products and services.

Who do we notify when there is a data breach of your personal information?

In accordance with the Notifiable Data Breaches scheme under the Privacy Act, we are obliged to notify individuals whose personal information is involved in a data breach that is likely to result in serious harm (these are referred to as 'eligible data breaches'). This notification must include recommendations about the steps individuals should take in response to the breach. The Australian Information Commissioner (Commissioner) must also be notified of eligible data breaches.

In summary, subject to certain exemptions, the scheme requires us to:

- carry out a reasonable and expeditious assessment if there are reasonable grounds to suspect that there may have been an eligible data breach (and to take reasonable steps to complete that assessment within 30 days); and

¹ Including the *Privacy Amendment (Enhancing Privacy Protection) Act* and the *Privacy Amendment (Notifiable Data Breaches) Act*.

² Including cyber and data security breaches.

- make the prescribed notifications (to the Commissioner, and if practicable, to affected individuals) as soon as we are aware that there are reasonable grounds to believe that there has been an eligible data breach. The notifications must include a description of the data breach, the kinds of information concerned and recommendations about the steps individuals should take in response to the data breach.

Do we disclose personal information overseas?

We may disclose your personal information to service providers located outside Australia during regular operations. For example, personal information may be stored in secure cloud storage located in an international data centre.

Do we use or disclose personal information for marketing?

We may use your personal information to offer you products that we believe may interest you.

If you do not want to receive marketing offers, please contact us using the details provided below under 'Contact Us'.

Access to and correction of personal information

You can request access to the personal information we hold about you. You can also ask for corrections to be made. To do so, please contact us using the details provided below under 'Contact Us'.

Resolving your privacy concerns and complaints - your rights

If you are concerned about how your personal information is being handled or if you would like to make a complaint, please contact us using the details provided below under 'Contact Us'.

If you are not satisfied with our determination, you can contact us to discuss your concerns or complain to the Australian Privacy Commissioner via www.oaic.gov.au.

Contact Us

If you have any questions or concerns regarding our Privacy Policy, privacy practices, or wish to make a complaint, please contact us using the following details:

Attn: Compliance Officer
Selector Funds Management Limited
Suite 2, Level 8,
10 Bridge St,
SYDNEY NSW 2000

Telephone: 02 8311 7736

Email: admin@selectorfund.com.au

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