



Privacy Policy

Ambient IT Pty Ltd endeavours to comply with Australian Privacy Legislation and the ten National Principles for the Fair Handling of Personal Information and thus to protect all collected personal information from unauthorised use or disclosure.

This privacy statement applies to all business conducted by Ambient IT Pty Ltd and covers all personal information collected by Ambient IT Pty Ltd during the conduct of any of its authorised Sales, Services and Recruitment procedures.

Any queries relating to personal information held by Ambient IT Pty Ltd (including access requests) should be directed to the company's privacy officer at its head office in Brisbane as follows:

Privacy Officer
Ambient IT
PO Box 227
Narangba Qld 4504

or telephone 1300 66 21 20 or e-mail on privacy@ambient-it.com.au.

Collection

Ambient IT Pty Ltd only collects personal information that is necessary for the conduct of its business, be it by the company's internal, Sales, Services or Recruitment divisions. Without the provision of the requested information by the individual, Ambient IT Pty Ltd is unable to effectively complete the relevant business activity.

Ambient IT Pty Ltd endeavours to collect any personal information directly from the individual with that individual's consent. Where personal information is provided to Ambient IT Pty Ltd by third parties, relevant staff will always take reasonable steps to obtain consent from the individual to whom the information pertains where required by the legislation.

Within Ambient IT Pty Ltd's Sales and Services divisions, personal information is only disclosed to suppliers and customers relevant to the particular business that the individual is conducting with Ambient IT Pty Ltd.

Any Ambient IT Pty Ltd client, customer, business partner or recruitment candidate who does not wish their personal information to be provided to any particular organisation or types of organisations should notify Ambient IT Pty Ltd at the time of the collection of the personal information.

Ambient IT Pty Ltd may collect information related to a customer's credit rating or financial position. Any such information will be collected only for the purpose of reducing risk of bad debt before during or after engaging a customer. Information collected will not be divulged to any other company or individual without the consent of the customer.

Use and Disclosure

As a major provider of a range of information technology products, services and resource solutions, Ambient IT Pty Ltd's primary purpose for collecting personal information is to facilitate the efficient provision of quality information technology products and services to its business associates.

Apart from the completion of the original business dealing this may involve the provision of relevant product and industry updates and other market related information and opportunities to Ambient IT Pty Ltd's business associates. Should you prefer not to receive any such information please advise Ambient IT Pty Ltd by contacting the our Privacy Officer as detailed above.

Data Quality

Ambient IT Pty Ltd continuously monitors the accuracy of personal information on collection from and provision by the individual and through the day-to-day processes of its business. Should any updates to your personal information be required please contact and inform Ambient IT Pty Ltd.

Data Security

As an information technology company, Ambient IT Pty Ltd employs state of the art security systems and procedures to ensure the integrity and security of personal information held by the company.

Personal information does not leave Ambient IT Pty Ltd's internal systems unless required to effect the primary purpose of your business with Ambient IT Pty Ltd, or unless consented to.

Should personal information be required to be removed from our offices for business purposes, increased security measures are employed.

Despite the high level of information security employed within Ambient IT Pty Ltd and its commitment to your privacy, the company is unable to provide an absolute assurance that personal information will remain secure at all times. Ambient IT Pty Ltd therefore does not accept any responsibility for incidences of unauthorised access to personal information, which is provided at your own risk. Likewise Ambient IT Pty Ltd does not guarantee the security or privacy compliance of any websites that are accessible through links provided on any of its websites.

Ambient IT Pty Ltd will delete from its systems any of your personal information held by the company on your request provided that sufficient proof of identity is established.

Openness

Ambient IT Pty Ltd's Privacy Statement is available on its websites or internally on its intranet.

Personal information held by Ambient IT Pty Ltd is limited to that which is required for the legitimate functions of the company's business.

Any queries regarding Ambient IT Pty Ltd's position on privacy should be directed to Ambient IT Pty Ltd's privacy officer via e-mail to privacy@ambient-it.com.au.

Access and Correction

Ambient IT Pty Ltd undertakes to provide access to individuals to any of their personal information held by the company for the purpose of review and correction with exception to the limitations imposed by the privacy legislation.

Requests for access should be forwarded to Ambient IT Pty Ltd's privacy officer along with sufficient proof of identification.

Identifiers

Ambient IT Pty Ltd limits the use of government identifiers to the purposes required of the company by legislation only.

Anonymity

Ambient IT Pty Ltd's personnel will respect a request for anonymity unless and until relevant business negotiations are entered into. None of Ambient IT Pty Ltd's business processes can be completed effectively with either party remaining anonymous.

Sensitive Information

Ambient IT Pty Ltd does not require that you supply any sensitive information to the company unless it is essential for the purpose of the conduct of business. This type of information will not be collected without your consent.