

**Policy:** 301.0  
**Effective:** 8 December 2011  
**Revised:**  
**Subject:** Privacy Policy  
**Reference:**

## HRNSW – PRIVACY POLICY

### 1. BACKGROUND

- 1.1 Harness racing New South Wales is a body corporate established under the *Harness Racing Act (NSW) 2009*.

#### Functions of the Board

- a) to control, supervise and regulate harness racing in the State,
- b) register harness racing clubs, harness racing horses, owners, trainers and drivers of harness racing horses, bookmakers for harness racing and other persons associated with harness racing,
- c) initiate, develop and implement policies considered conducive to the promotion, strategic development and welfare of the harness racing industry in the State,
- d) distribute money received as a result of commercial arrangements required by the *Totalizator Act 1997*,
- e) allocate to harness racing clubs the dates on which they may conduct harness racing meetings.
- f) HRNSW may affiliate with such organisations, whether in or out of New South Wales, as HRNSW considers appropriate.
- g) The functions of HRNSW are not limited by the rules and are to be exercised independently of Harness Racing Australia or any successor.

### 2. POLICY

#### 2.1 Privacy

HRNSW understands how important the privacy of your Personal Information is to you. The Board is committed to the protection of you Personal Information. The Board will request you provide information only if is necessary for one or more of its functions. The types of Personal Information that the Board requests that you provide will depend on the category of licence or registration that you are applying for or the nature of the investigation being conducted. The Board respects that individuals have the right to know what information it holds about them.

#### 2.2 Purpose of collection

Information is collected by the Board to assist it in making licensing, registration and integrity/inquiry determinations. Among other things, this includes the assessment of an applicant's fitness and propriety to hold or be issued with a particular category of registration or licence. The information collected may also be used for the purpose of investigations and inquiries conducted by HRNSW.

### 2.3 How is the information collected

Information is usually collected by means of a standard form for the purpose of licensing, registration and subscription. Occasionally, information will be collected from overseas or interstate controlling bodies. However, the information is usually collected:

- a) Direct from the person
- b) From a third party with written consent
- c) From the NSW Police Service

### 2.4 Data security

The Board will take all reasonable steps to secure personal information from misuse, loss, unauthorised access, modification and disclosure. The information will usually be stored in either hard copy or on computer hard drives and databases. Information can only be accessed by authorised staff.

### 2.5 Access

At any time, you can request access to the information that the Board holds about you. If you wish to have access to the information held about you, you should contact HRNSW directly.

### 2.6 Consequences of not providing information requested

You may for whatever reason choose not to supply the Board with information that it has requested. However, if you do not supply the information requested, the Board may be unable to process any application for registration, licence or subscription. If the request is made in relation to any investigation or inquiry the Board may utilise the powers given to it under the *Harness Racing Act 2009* or the Australian Harness Racing Rules.

### 2.7 Disclosure

The Board will not use or disclose your personal information except for any purpose which you would reasonably expect us to use the information. Listed below are some of the occurrences in which your Personal Information may be used and disclosed.

### 2.8 Harness Racing Gazette

HRNSW Gazette is the official magazine and publication of HRNSW. It contains various types of notices including;

- a) Trainer, Driver contact details
- b) Penalties
- c) Nominations refused
- d) Licensing decisions
- e) Suspension
- f) Fines
- g) Disqualifications
- h) Bleeders

- i) Racing Colours
- j) Special Notices

### 2.9 Transborder data flows

The information that you supply to HRNSW may be passed on to other interstate or overseas controlling bodies in certain circumstances. For example, any horse or licensee requiring a clearance from/to another controlling body prior to competing in NSW.

### 2.10 Contractors

On occasions, the Board will use third party providers to assist with matters such as investigations and large mail outs. Any third party contractor must agree to adhere to the National Privacy Principles.

### 2.11 Complaints

If you have a complaint, HRNSW would like to try and resolve it with you first. If you have a complaint please contact the CEO whose details are listed below. Then, if still not satisfied with our response you should lodge a complaint with the Federal Privacy Commissioner whose contact details are also listed below:

CEO  
HRNSW  
22 Meredith Street  
BANKSTOWN NSW 2200  
Phone: (02) 9722 6600

Office of the Federal Privacy Commissioner  
Level 8 Piccadilly Tower  
133 Castlereagh Street  
SYDNEY NSW 2000

Phone: (02) 9284 9800  
Email: [privacy@privacy.gov.au](mailto:privacy@privacy.gov.au)  
Web: [www.privacy.com.au](http://www.privacy.com.au)