



POLICY //

Privacy

Alder Constructions was established in 2003 and undertakes commercial building, civil and infrastructure projects. Our core company goals and objectives underpin all our policies and work procedures. These are to deliver profitable, sustainable and quality building and civil projects, in an enjoyable, family-feel environment for the well-being of all stakeholders.

Alder Constructions is dedicated to the proper handling of personal privacy information in the workplace. Alder Constructions believe that privacy is an important individual right, and we endeavor to abide by the Australian Privacy Principles, as set out in the Privacy Act 1988, to that end.

Alder Constructions collects, handles and stores all personal privacy information with care. We collect information from stakeholders, employees, clients and suppliers to primarily perform our function as a business. The information collected will depend on the purpose of whom it is being collected from and how they function with Alder Constructions. Certain information may be needed in order to comply with any applicable legislation, Australian Standards or International Standards.

Any information being passed on to third parties will only be done with consent and to our clients to comply with WHS, Fair Work or contractual laws. No information is passed on overseas by Alder Constructions, however information may be stored overseas by Alder Constructions, Clients or other third parties. Alder Constructions will take reasonable steps to ensure that any third parties do not breach the Australian Privacy Principles in relation to that information.

Any sensitive information collected is done with consent when necessary to conduct our business or is permitted by law. We take reasonable steps to ensure all information is stored securely and protected via our database which is username and password protected. Security measures are always reviewed and improved however they are not guaranteed. We cannot guarantee that only authorised persons will access or view personal information or that they will not share it or otherwise.

To ensure quality we will update any information as required and also allow access to an authorised person to view their information or request access to view this. Once information is no longer needed and without violating any other withstanding legislation or requirements we will destroy the information.

For more information, requests or complaints on Privacy Information please contact the General Manager via PO Box 1531 Oxenford Qld 4210 or mail@aldercon.com.au.

Greg Alder
Managing Director
Alder Constructions Pty Ltd

Dean Cheffers
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