

# Parks Victoria

## 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.

Parks Victoria is part of the public sector. As such, we comply 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 ('VPSC'); and
- the *Privacy and Data Protection Act 2014*.

### Collection, retention and use of information

As part of Parks Victoria's compliance with our obligations and with good public sector governance practice:

1. If an individual or organisation offers a gift to a board member or employee of Parks Victoria as a result of that person's role with Parks Victoria, information about the offer will be recorded, retained, and used by Parks Victoria.
2. Details of the information that will be recorded, retained and used by Parks Victoria are set out in our procedure on Gifts, benefits and hospitality.
3. Parks Victoria will publish a de-identified copy of the gifts register on our external website.
4. The purpose of publishing the de-identified copy of the Parks Victoria's gifts register on its external website is to:
  - promote transparency in public sector decision making; and
  - comply with the *VPSC Minimum accountabilities for the management of gifts, benefits and hospitality*.

### Viewing information

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

- 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 our external website.

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