



WEBSITE PRIVACY POLICY

OD Transport (WA) Pty Ltd trading as OD Transport Esperance (hereinafter collectively referred to as OD Transport Esperance) believes in and respects your privacy, and your right to control the dissemination of information about you and/or your company. This policy outlines how we collect information from you, what we do with this information and why we collect it. OD Transport Esperance are bound by the Privacy Act 1988 and any, and all amendments to the Act.

The purpose of this Website Privacy Policy is to inform users of our site of the following:

1. The personal data we collect;
2. Use of collected data;
3. Who has access to the data collected;
4. The rights of Site users; and
5. The Site's cookie policy.

Consent

By using our Site users agree that they consent to the conditions set out in this Website Privacy Policy. Furthermore; by providing OD Transport Esperance with your personal information, whether through the website or otherwise, you consent to the practices described in this Website Privacy Policy.

OD Transport Esperance respects the right of privacy towards its workers and customer base; in return OD Transport Esperance expects confidentiality towards its business operations and relevant personal and business matters should not be passed onto any other party without Company Management authorisation.

Personal Data we Collect

We only collect data that helps us achieve the purpose set out in this Website Privacy Policy. We will not collect any additional data beyond the data listed below without notifying you first.

Data Collected Automatically

When you visit and use our Site, there is information about your computer hardware and software that is automatically collected and stored when you use our website. This information can include: your IP address, location, browser type, domain names, access times and referring website addresses.

Data Collected in a Non-Automatic Way

We may also collect the following data when you perform certain functions on our Site. This data may be collected when you use the 'Message Function' of our Site. The information collected includes your name, email address, and any other information such as phone number and address that you wish to include in the message.

Use of Collected Data

Data collected on our Site will only be used for the purpose specified within this Website Privacy Policy or indicated on the relevant pages of our Site. We will not use your data beyond which we disclosed in this Website Privacy Policy.

We collect your personal data for the primary purpose of providing our services to you such as helping us improve your experience through our website. The data we collect when the user uses the 'Message Function' will be utilised to reply to the enquiry only. We may also use your personal data for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure.

Disclosure of Personal Data

We will not sell or share your data with other third parties, except in the following cases:

- If the law requires it;
- If it is required for any legal proceeding;
- To prove or protect our legal rights; and
- To buyers or potential buyers of this company in the event that we seek to sell the company.

We will not disclose your personal information to recipients in foreign countries without your written permission.

If you follow hyperlinks from our Site to another Site, please note that we are not responsible for and have not control over their privacy policies and practices.

Document Title	Document Custodian	Publish Date	Review Date
Privacy and Confidentiality Policy	General Manager / Chairman	01/06/2022	01/06/2023
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How Long we Store Personal Data

Users data will be stored until the purpose the data was collected for has been achieved.

We keep personal data only for as long as is reasonably necessary for the purpose for which it was collected or to comply with any applicable legal or ethical reporting or document retention requirements. We will also take reasonable steps to destroy or de-identify your personal data when your personal data is no longer required for our business purposes.

Protection of your Data

Whilst we take all reasonable precautions to ensure that user data is secure and that users are protected, there always remains the risk of misuse and loss from unauthorised access, modification, and disclosure. The Internet as a whole can be insecure and; therefore, we are unable to guarantee the security of user data beyond what is reasonably practical.

OD Transport Esperance takes all reasonable steps to ensure that information is stored securely, both physically and electronically, and will be protected from unauthorised access and/or disclosure. OD Transport Esperance are accountable for the information it holds, for what purpose it is used, and how it is collected and stored.

Your Rights as a User

Under the General Data Protection Regulation, you have the following rights:

1. Right to be informed;
2. Right of access;
3. Right of rectification;
4. Right to erasure (forgotten);
5. Right to restricted processing;
6. The right to not be subjected to automated decision-making;
7. Right to data portability; and
8. Right to object.

Do Not Track Notice

Do Not Track (DNT) is a privacy preference that you can set in certain web browsers. We do not track the users of our Site over time, and across third party websites and; therefore, do not respond to browser-initiated DNT signals.

Cookie Policy

A cookie is a small file. Stored on a user's hard drive by a website. Its purpose is to collect data relating to the user's browsing habits. You can choose to be notified each time a cookie is transmitted. You can also choose to disable cookies entirely in your internet browser, but this may decrease the quality of your user experience.

Whilst OD Transport Esperance does not currently use cookies on their website, we may use third party cookies on our site. Third party cookies are created by a website other than ours.

Modifications

OD Transport Esperance will occasionally amend this Website Privacy Policy from time to time to reflect current laws, practices, and requirements. OD Transport Esperance encourages you to periodically review this Website Privacy Policy to be informed of how we are protecting your information.

Michael Cook
Chairman

Craig King
General Manager



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