



SAHMRI, PO Box 11060, Adelaide, SA 5001
08 8128 4464
www.maggiebeerfoundation.org.au
info@maggiebeerfoundation.org.au

Privacy Policy

1. BACKGROUND

The Maggie Beer Foundation (“the Foundation”) is a not-for-profit organisation established to transform the food and dining experience of older people through education and advocacy.

This policy outlines the Foundation’s obligations regarding the management of all Personal Information collected in the course of its work.

The Foundation has adopted the Australian Privacy Principles (APPs) contained in the *Privacy Act 1988 (Cth)* (“the Privacy Act”). The APPs govern the way in which personal information is collected, used, disclosed, stored, secured and disposed of. The Australian Privacy Principles are available on the website of the Office of the Australian Information Commissioner <https://www.oaic.gov.au/>.

2. DEFINITIONS

Personal Information is information or an opinion that identifies an individual. Examples of personal Information that the Foundation may collect include names, addresses, email addresses and phone numbers.

Personal Information may be obtained through interviews, correspondence, telephone, email, or through the Foundation website as well as from another organisation’s website, from media and publications, from other public sources, and from third parties.

Sensitive information is defined in the *Privacy Act* to include information or opinion about such things as an individual’s racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record or health information.

3. SCOPE

This policy covers all Directors, Employees and Volunteers (referred to as “MBF personnel”) in their work for and on behalf of the Maggie Beer Foundation.

This policy also informs consumers, prospective consumers, stakeholders and anyone else whose private information is collected, stored, used and disclosed to or by the Foundation.

4. POLICY

Personal Information collected by the Foundation is for the primary purpose of providing information or services, informing the Foundation’s work and communicating and marketing.

The Foundation may also use Personal Information for other purposes closely related to the primary purpose, in circumstances where such use or disclosure could reasonably be expected.

People may unsubscribe from the Foundation’s mailing/marketing lists at any time.

Wherever possible, when Personal Information is collected, the Foundation will explain why it is being collected and how it will be used.

Sensitive information will be used by the Foundation only:

- For the primary purpose for which it was obtained
- For a secondary purpose that is directly related to the primary purpose
- With consent or where required or authorised by law.



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Where reasonable and practicable to do so, the Foundation will collect Personal Information only from the person to whom it applies. In some circumstances, the Foundation may be provided with information by third parties. In such a case, the Foundation will take reasonable steps to ensure that the person is made aware of the information provided by the third party.

Personal Information may be disclosed in some circumstances including the following:

- Third parties where you consent to the use or disclosure; and
- Where required or authorised by law.

Personal Information is stored by the Foundation in a manner that reasonably protects it from misuse and loss and from unauthorised access, modification or disclosure.

When Personal Information is no longer needed for the purpose for which it was obtained, the Foundation will take reasonable steps to destroy or permanently de-identify the Information.

The Foundation will take reasonable steps to make sure that Personal Information is accurate, complete and up-to-date. The Foundation will update its records if requested by the person.

5. PRIVACY POLICY COMPLAINTS AND INQUIRIES

If a person has any queries or complaints about the Foundation's Privacy Policy, contact is welcome at -

- Website - www.maggiebeerfoundation.org.au
- Telephone - +61 8128 4464
- Email - info@maggiebeerfoundation.org.au
- Mail - SAHMRI, PO Box 11060, Adelaide, SA

6. OVERSIGHT OF THIS POLICY


The Foundation CEO will report any complaints or concerns about this policy to the Board.

7. POLICY MANAGEMENT AND REVIEW

This policy will be reviewed at least every three years or in response to significant changes in legislation, government policy, or the Foundation's strategic direction.

Version	1
Responsibility	Chair, Governance Risk and Finance
Approved by	Board
Approval date	9 October 2025
Next review date	October 2028

This policy supersedes any other Privacy Policy and is effective from the authorising date below.

Policy approved by	Signature of Chair	Date	Scheduled review date of this policy
Board		12/12/25	October 2028