

Applicant Notice



Please read the following carefully and return the completed form to GOLDOC.

All Games participants (including workforce, athletes and other participants) must undergo a background security check and where applicable hold a suitable, valid Australian visa before being permitted to be accredited to participate in the Commonwealth Games.

In order to obtain accreditation, GOLDOC will need to collect personal information from you for accreditation and Games administration purposes outlined below. This document sets out information about the way that your personal information will be used.

Accreditation

GOLDOC will provide your information to its external partner agencies to conduct checks to assist in determining your suitability to participate in the Games, and/or to enable GOLDOC to liaise with the Australian Government Department of Immigration and Border Protection (DIBP) for immigration purposes. Examples of external partner agencies include the Queensland Police Service (QPS), Australian Criminal Intelligence Commission (ACIC), Australian Security Intelligence Organisation (ASIO), AusCheck within the Attorney-General's Department, DIBP, Office for Sport (OFS) within the Department of Health and other relevant Australian and international agencies where appropriate.

GOLDOC may also need to conduct additional role-specific checks with other agencies. For example, if your role involves operating vehicles for Games purposes, GOLDOC may share your information with Queensland Department of Transport and Main Roads (TMR) (or equivalent State/Territory Government Agencies or International bodies) in order to conduct driving history checks. Results of those checks will be provided to GOLDOC and GOLDOC may contact you to verify any relevant information.

Your information will be provided to GOLDOC's external partner agencies who will extract information from their databases including criminal (including traffic) records, police records and information and intelligence holdings to assist GOLDOC with the process of determining your suitability for accreditation, and make a recommendation to GOLDOC. Negative recommendations may be subject to a confidential internal review by GOLDOC in which case GOLDOC may be provided with your information by the relevant agencies. Accreditation is subject to the direction and approval of the Commonwealth Games Federation (CGF) who reserve the right to refuse accreditation at its sole discretion.

Applicants with any questions or complaints regarding information holdings made available to GOLDOC by an external partner agency may have the right to contact that agency directly for further information in accordance with their rights under the relevant Privacy laws, see www.gc2018.com/privacy.

Privacy

GOLDOC must comply with Australian Privacy Laws (including the *Information Privacy Act 2009 (Qld)* and the *Privacy Act 1988 (Cth)*) when collecting and handling your information. The information below sets out how these legal requirements are met, and how your information will be used. Some agencies and organisations may be located overseas, and your information may be provided overseas where Australian privacy laws do not operate to protect an applicant's privacy.

Why GOLDOC collects your information. It is necessary for GOLDOC to collect personal information to undertake its role in managing and coordinating the Commonwealth Games accreditation process as outlined above, and other Games administration purposes.

Who GOLDOC will disclose your information to. GOLDOC will share information with external partner agencies who will assist with the accreditation process as outlined above and/or who require information regarding Games participation. GOLDOC will also disclose the information when required under any law. For reporting and or verification purposes GOLDOC may also share the information, and the results of the accreditation process, with the CGF, International Federations (to verify athlete and technical official eligibility) and other relevant organisations.

These third parties who are provided with applicant information for background security check purposes will keep the information together with a record of the result of each check until completion of the Games, for the purposes of on-going security checks.

What will happen to your information after the Games? At the completion of the Commonwealth Games, GOLDOC and any third party to whom participant information has been disclosed, will retain, store and dispose of the information in accordance with the record keeping and privacy laws which operate in their jurisdiction.

What are the Australian privacy laws? As a federation, there are various National and State privacy protection laws which apply to organisations in different ways. GOLDOC's privacy policy, as well as links to the privacy policies for each third party agency, may be accessed here: www.gc2018.com/privacy.

What if you do not have legal capacity? If you do not have legal capacity (because you are under 18 years of age or mentally impaired) your RO must explain to you and your legal guardian what information will be collected and how the information will be used. Guardians must provide GOLDOC with written consent in these circumstances.

You must ensure that the information you provide to GOLDOC or external partner agencies is accurate and complete, as errors may delay or prevent accreditation. Questions with regard to accreditation or privacy may be directed to Workforce in the first instance.