

Privacy Policy

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This privacy policy outlines how Meinhardt collects, manages, and uses personal information about individuals.

Collection of Personal Information

As part of conducting business activities, Meinhardt may collect and hold personal information about a person which can include their name, date of birth, gender, address, contact details, occupation, professional qualifications and experience, and internet access. This information may be collected in writing, in person, over the phone, online, or by other electronic means and may be held on written paper records or electronically.

Purpose of Collecting Personal Information

Personal information will be collected, used, or disclosed by Meinhardt for the purposes of:

- Conducting business activities;
- Legal or regulatory compliance activities as required by law;
- Recruitment and employment opportunities;
- Promotion of services, including details of events and seminars;
- Performing its professional services and duties;
- Assessing prospective clients and projects;
- Handling or defending complaints, disputes or claims;
- Undertaking research relating to professional services activities; and
- Passing information to Meinhardt's related companies, government agencies, and legal and professional service providers where appropriate.

Meinhardt will not otherwise disclose personal information without consent unless otherwise authorised by law.

Meinhardt may disclose personal information to a third party if the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of a person.

Personal information collected through Meinhardt websites and other online means, such as online job boards, which is no longer required by Meinhardt and which need not be retained by law will be destroyed.

Meinhardt is a national business and holds information and data in numerous cities. It may therefore transfer personal information or data to other Meinhardt offices or locations for the above purposes and subject to this privacy policy and the laws of the relevant state. The locations in which Meinhardt operates are available under the "Offices" tab at:

www.meinhardt.com.au.

Security and Internet Websites

Meinhardt uses and implements industry standards for the security and protection of information collected, and this information is securely stored and access is restricted to authorised personnel only, ensuring that your personal information is protected and safeguarded.

Removal or Change of Person Details and Complaints

If Meinhardt holds personal information about a person and that information is found to be inaccurate, out-of-date, incomplete, irrelevant, or misleading; they can request Meinhardt to correct the information.

Meinhardt will take such steps (if any) as are reasonable in the circumstances to correct that information to ensure that, having regard to the purpose for which it is held, the information is accurate, up-to-date, complete, relevant, and not misleading.

If a person wishes to view, correct, update, or remove personal details held by Meinhardt, or has any questions, concerns or complaints regarding privacy or Meinhardt's management of personal information; Meinhardt may be contacted at hr@meinhardtgrou.com or at the relevant office address or telephone number listed at www.meinhardt.com.au.

Meinhardt will review or process the request or matter and provide a response as soon as practicable. Meinhardt respects the right of individuals to remain anonymous.