



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*.

Gippsland Water 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; and
- the *Privacy and Data Protection Act 2014*.

Collection, retention and use of information

As part of our compliance with our obligations and with good public sector governance practice:

1. If an individual or organisation offers a reportable gift, benefit or hospitality to a board member or employee of Gippsland Water as a result of that person's role with the agency, information about the offer and who made it will be recorded, retained, and used by the agency.
2. The purpose of collecting this information is to record details of reportable gifts, benefits and hospitality in an internal register to ensure compliance with government policy, including to:
 - a. comply with the *Minimum accountabilities for the management of gifts, benefits and hospitality*; and
 - b. promote transparency in public sector decision making.
3. Our gifts policy is published [here](#).
4. As set out in the gifts policy, we publish a de-identified copy of the gifts register on our external [website](#), as required by the minimum accountabilities.
5. If you have offered a gift to one of our board members or employees as a result of their role with us, you can view the information that has been recorded by contacting: **1800 050 500**.