



## Respecting Your Right to Privacy

Bartley Consulting is a specialist consultancy providing research, statistical and data management services in the social and environmental sciences, for Community, Government and Industry.

At Bartley Consulting we work closely with our clients to gain a detailed understanding of their needs and their research issues. To these issues, we apply the most appropriate research design / statistical methods to provide rigorous data collection approaches, sampling strategies and analysis frameworks as well as comprehensive reporting tools. This often requires us to collect information from individuals, organisations and other sources for research purposes to help understand general social issues, and other issues affecting our clients' business.

Hence your input is very important to us.

### What happens to the information you provide?

Bartley Consulting acknowledges and respects the privacy of individuals.

Most of the information that we retain does not include any identifying information because we are not usually concerned with details of specific individuals. However any information that may identify you is treated as strictly confidential, with identifying details removed as soon as possible once data collection is completed.

Bartley Consulting collects and stores all data collected in accordance with market research industry standards for the security and protection of information. This information is securely stored and access is restricted to authorised staff, ensuring that all data is protected and safeguarded.

Any identifying information regarding an individual or their organisation will not be disclosed to a third party without the signed consent of the individual or the organisation.

### Who do you contact if you have any questions or concerns?

Please contact our Privacy Officer at Bartley Consulting by phone on 03 9819 9724, by email to [privacy@bartley.com.au](mailto:privacy@bartley.com.au) or by post to PO Box 2105, Hawthorn Vic, 3122.

### Our Obligations

Bartley Consulting adheres to the National Privacy Principles. These Principles govern the way private sector organisations collect, store and use personal information.

We also abide by the principles of the Codes of Professional Behaviour of the Australian Market & Social Research Society and the Statistical Society of Australia.