

Privacy Policy

Effective Date: 1 January 2023.

Kevin Egan.com.au are committed to protecting your privacy and ensuring that your personal information is handled in compliance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs), and relevant international privacy laws, including but not limited to the General Data Protection Regulation (GDPR) of the European Union and other applicable global privacy standards. This Privacy Policy outlines how we collect, use, disclose, and manage your personal information.

1. Collection of Personal Information

We collect personal information necessary to provide management and leadership training services. The types of personal information we may collect include:

- Name, job title, and contact details (e.g., email, phone number, postal address).
- Employer or organisation details.
- Payment and billing information.
- Information related to training program preferences and participation.
- Feedback provided through surveys or evaluations.

We may collect this information directly from you, your employer, or authorised representatives, or through our website and social media platforms.

2. Use of Personal Information

We collect, hold, and use your personal information to:

- Deliver training programs and services.
- Communicate with you regarding our services, including confirmations, updates, and newsletters.
- Process payments and manage financial records.
- Improve our services and develop new offerings.
- Comply with legal and regulatory obligations.

Where you have consented, we may also use your information for marketing purposes, such as providing details of upcoming events or new programs.

3. Disclosure of Personal Information

We may disclose your personal information to:

- Trainers, consultants, and staff involved in delivering our services.
- Third-party service providers who assist with administration, IT, marketing, and payment processing.
- Your employer or organisation, if relevant to the training arrangement.
- Legal, regulatory, or government authorities as required by law.

We do not sell, trade, or rent your personal information to third parties.

4. Storage and Security of Personal Information

We take reasonable steps to protect your personal information from misuse, interference, loss, unauthorised access, modification, or disclosure. This includes:

- Secure electronic systems and encryption technologies.
- Restricted access to authorised personnel.
- Regular review of data storage practices.

Your personal information may be stored in Australia or overseas, subject to our data security standards.

5. Access to and Correction of Personal Information

You have the right to:

- Access the personal information we hold about you.
- Request corrections to ensure your information is accurate, complete, and up-to-date.

To request access or corrections, please contact us using the details below. We may require verification of your identity and may charge a fee for providing access in certain circumstances.

6. Use of Cookies and Website Analytics

Our website may use cookies and analytics tools to enhance your user experience. Cookies collect non-personal data, such as browsing behaviour and device information. You can adjust your browser settings to decline cookies if preferred.

7. Marketing and Opt-Out

If you have subscribed to receive our communications, you may opt out at any time by:

- Clicking the "unsubscribe" link in email communications.
 - Contacting us directly using the details below.
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8. Complaints and Enquiries

If you have concerns about how we handle your personal information, please contact us. We will investigate and respond promptly. If you are not satisfied with our response, you may contact the **Office of the Australian Information Commissioner (OAIC)**.

9. Updates to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in legal obligations or our practices. The latest version will always be available on our website.

Contact Us:

For questions, concerns, or requests related to this Privacy Policy, please contact us:

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