



PRIVACY POLICY

This website is owned by Auldskool Pty Ltd (ACN 643 202 975) (“REAP Dashboard”). REAP Dashboard respects the privacy of individuals and treats your Personal Information with respect and integrity. This privacy policy (“Privacy Policy”) sets out the way in which REAP Dashboard collects and handles your Personal Information and complies with the Privacy Act 1988 (Cth).

1. Collection of Personal Information

- 1.1 By using REAP Dashboard’s website, becoming a member of the Program or otherwise engaging our services, you consent to the collection of your Personal Information in accordance with this Privacy Policy.
- 1.2 You have the option of remaining anonymous or using a pseudonym unless you are obliged to identify yourself under law, or not identifying yourself is impractical in the circumstances.
- 1.3 REAP Dashboard may collect and hold the following personal information (“Personal Information”):
 - (a) Name and position within a company;
 - (b) Australian Company Number and/or Australian Business Number;
 - (c) Residential and/or business address;
 - (d) Phone and/or facsimile number;
 - (e) Email address;
 - (f) Information provided to REAP Dashboard through social media;
 - (g) Needs and personal preferences of members of the Program; and
 - (h) Any additional information provided to REAP Dashboard.

2. Use of Personal Information

- 2.1 REAP Dashboard uses the Personal Information for the purpose for which it was specified or reasonably apparent at the time when the Personal Information was collected. The Personal Information may be used in respect to the following:
 - (a) answering enquiries made through the website or by telephone;
 - (b) assisting the offering of products and services by REAP Dashboard or its related entities, contractors, agents and/or employees;
 - (c) communicating promotional offers, changes to terms and conditions, marketing information or special events, and information about the Program;
 - (d) administration of the Program including management of accounts, processing of prizes, offering members special offers and rewards from REAP Dashboard and its reward partners, and tracking member participation in promotions and competitions;
 - (e) recommending our products and services, or the products and services of third parties we select that may be of interest to members of the Program;
 - (f) responding to feedback, complaints and enquiries; and
 - (g) using for administrative, marketing, planning, service or product development purposes.
- 2.2 REAP Dashboard will obtain consent before using Personal Information for a purpose that has not been specified, unless the new purpose is required by law.
- 2.3 You may advise REAP Dashboard if you do not wish to receive any promotional offers or marketing information from REAP Dashboard by following the relevant unsubscribe instructions contained in electronic communications received from REAP Dashboard or otherwise emailing info@reapdashboard.com

2.4 Regardless of whether you opt out of receiving promotional offers and marketing communications, you consent to receiving necessary communications such as service announcements and information pertaining to your transactions.

2.5 We may also collect, hold, use and disclose personal information for other purposes explained at the time of collection or which are required or authorised by or under law, and for which you have provided consent.

3. Technology

3.1 REAP Dashboard does not use tracking technologies such as cookies on its websites to collect information about user behaviour. This website does not collect personal information about people who access the website, except where personal information is voluntarily supplied.

3.2 The stored information is not used by REAP Dashboard to target advertising to you within or outside of the website.

4. Disclosure of Personal Information

4.1 Where appropriate and required, REAP Dashboard may disclose your Personal Information:

- (a) to other associated REAP Dashboard entities;
- (b) to REAP Dashboard suppliers, agents or contractors in connection with or for the purpose of REAP Dashboard business;
- (c) to any debt collection organisation;
- (d) where the law requires or authorises REAP Dashboard to do so; and
- (e) to any other third party notified by you at the time of or after collecting your Personal Information and if REAP Dashboard believes, at its sole discretion, that disclosure is necessary or appropriate to:
 - (f) prevent harm or loss, financial or otherwise;
 - (g) respond to a serious state of emergency; or
 - (h) prevent or mitigate illegal or criminal activity.

4.2 REAP Dashboard may share aggregated and anonymised member data (which was collected during participation in the Program) with third parties so long as that aggregated and anonymised member data cannot be reasonably traced back to an individual.

4.3 Personal Information about members of the Program is considered a REAP Dashboard asset. If our business is transferred to a new owner, Personal Information of members may be transferred to and considered an asset of the new owner.

5. Access to and Correction of Personal Information

5.1 REAP Dashboard will take reasonable steps to ensure that your Personal Information is accurate, up to date and complete. However, REAP Dashboard relies on you advising of any changes or inaccuracies of your Personal Information. Please advise us if you are of the view that any of your Personal Information requires updating or correcting by:

- (i) Emailing info@reapdashboard.com; or
- (ii) Calling our info line 02 8287 0630.

5.2 Members may opt out of receiving e-newsletters and SMS communications relating to the Program during the registration process or at any time thereafter by contacting REAP Dashboard.

6. Security of Personal Information

6.1 REAP Dashboard will take reasonable steps to protect your Personal Information from misuse, interference, loss, unauthorised access, modification or disclosure (other than set out in the Privacy Policy).

6.2 No data transmission over the internet can be guaranteed to be 100% secure. As a result, while REAP Dashboard strives to protect your Personal Information, REAP Dashboard cannot ensure or warrant the security of any information you transmit to REAP Dashboard over the internet, and you do so at your own risk. Once REAP Dashboard receives your transmission, REAP Dashboard makes its best effort to try and ensure the information and Personal Information security both on REAP Dashboard's

systems and while in transit between REAP Dashboard's systems and the companies who provide REAP Dashboard with the various systems.

- 6.3 If REAP Dashboard becomes aware of an eligible data breach, REAP Dashboard will assess whether the breach is likely to result in serious harm to the individual whose personal information has been compromised. If such assessment divulges that there was a data breach which is required to be reported under the Australian Privacy laws, REAP Dashboard will accordingly report the breach to the Office of the Australian Information Commissioner and the individuals to whom the breach relates (where that individual's contact details are accurate).

7. Complaints Procedure

- 7.1 If you require further information or wish to make a complaint about a breach of the Privacy Policy or the *Privacy Act 1988* (Cth) by REAP Dashboard, please contact info@reapdashboard.com. The Coordinator will investigate your complaint and determine how it can be resolved.
- 7.2 Should you not be satisfied with the way your complaint was handled or determined, you may contact REAP Dashboard or, alternatively, contact the Australian Information Commissioner via www.oaic.gov.au.

8. Changes to Privacy Policy

- 8.1 REAP Dashboard may amend this Privacy Notice from time to time. The current version will be posted on your REAP Dashboard dashboard and a copy may be obtained by contacting REAP Dashboard at info@reapdashboard.com.