

Data Privacy Statement

Bluebox Solutions is committed to respecting your privacy and we understand how important it is to protect an organisations intellectual property and personal data and apply highly ethical and regulatory standards to the processing of such data.

Information Collected from Our Website and Use

To make use of some features on our website, visitors and users need to register and provide certain information as part of the registration process. We may ask, for example, for your name, e-mail address, street address, zip code, telephone number, and company name. The information you supply may be needed to complete the particular function of the website you are interacting with or may help us to offer you more personalized features, to make the website more useful to you. If you choose, our systems will remember some of this information the next time you log in and use our website by installing a cookie on your computer.

The more you tell us about yourself, the more value we can offer you. Supplying this information is entirely voluntary. When you submit any Personal Data over this website, Bluebox (i) may use the information for the purposes described at the time you submit it and (ii) with your consent, may use the information to contact you to make you aware of other products and services of interest. Of course, if you want to remain completely anonymous, you're still free to take advantage of the publicly available content on our website without registration.

To help make our website more responsive to the needs of our users and visitors, we use a standard feature of browser software called a "cookie." Bluebox uses session-based cookies to track the pages on our website visited by our users. We can build a better website if we know which pages our users are visiting and how often. Certain non-personal data about visitors to this website is recorded. This information is used primarily to tailor and enhance visitors' experience using the website. We may use this information in an aggregate, non-identifiable form to, among other things, measure the use of our website and determine which products and sections are the most popular with website visitors.

Information Collected from Our Application Services

Bluebox does not store or reuse any client information from use of our application services. Client data will only be shared with 3rd parties under the express direction of the client and only to assist in delivering the requested service or to assist with resolving issues related to delivering the service. Client data will never be shared with 3rd party providers to benefit Bluebox or the 3rd party providers.

When you entrust your data to a Microsoft Platform, you remain the sole owner of that data: you retain the rights, title, and interest in the data you store in these solutions. Any Bluebox extensions to these platforms will not compromise the integrity between the client and the platform provider.

Bluebox application services may require data to be transferred or reused for purposes consistent with the service requested. Bluebox coding practices ensure in these circumstances data processing will not store a local copy outside of the client's solution. Note that in the event of a processing error, information around the processing event may be stored for troubleshooting purposes. E.g. Date/Time of process and the process Instance ID.

Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinion about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record, or health information.

Bluebox Solutions does not request, require, or store sensitive information.

Disclosure of Personal Information

Your Personal Information may be disclosed in several circumstances including the following:

- Third parties where you consent to the use or disclosure; and
- Where required or authorised by law.

Policy Updates

This Policy may change from time to time and is available on our website.

Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy, please contact us at:



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P: 1300 941 551

E: info@blueboxsolutions.com.au

W: blueboxsolutions.com.au