



Privacy Policy

SEF, Social Enterprise Foundation considers privacy issues to be very important and develops its programs accordingly. It is critical we respect your privacy and protect your personal information.

Our staff and volunteers are trained in these matters and each sign a memorandum of understanding about this, when they join.

The 1988 Privacy Act places strict requirements on how we manage your personal information.

Information collected

SEF requires your personal information to operate. This includes name, address, phone numbers and email addresses. These are used to communicate with you.

If fortnightly billing and refunds are occurring SEF will also store your bsb and account numbers. (SEF does not use credit card numbers for this function to reduce the risk of financial lost for our clients.)

How this information is held

Security of your information is very important to us. Our data is held by Webcity its servers are located in Australia and so subject to Australian privacy laws. They are one of the oldest and trusted service providers with over 160,000 customers. They use the industrial standard Apache servers with mysql database. [Webcity's privacy policy is:](#)

Information Sharing

SEF works with other companies to provide its service. This requires sharing of information. SEF will review each company's privacy policy to ensure quality and will minimize sharing of information.

SEF will not sell your information to a third party.

Opting Out of group correspondence

SEF will use email and SMS to disseminate information to its members. An opt out clause will be included in the base of each communication.

Raising Concerns

If you believe your privacy has been breached or you have seen processes that concern you please contact us at:

Email: info@sef.org.au

Post: Lot 9, Shop 1, Hoylake Grove, Mornington 3931