



SERGATE
— FLEET HIRE —

SERGATE FLEET HIRE PRIVACY POLICY

OUR APPROACH TO PRIVACY

Sergate Electrical Pty Ltd, T/A Sergate Fleet Hire respects your privacy.

We have developed our own privacy policy, which embodies the National Privacy Principles in the Privacy Act 1988 (Privacy Act).

COLLECTING YOUR INFORMATION

Sergate Fleet Hire collect personal information when we provide our services to you. If appropriate, we will tell you why we are collecting personal information and how we plan to use it if this isn't obvious when we collect the information.

We usually collect personal information such as your contact details, job title, or position. If we collect sensitive information (as defined in the Privacy Act) it will usually be for the purposes of providing our services. If the law requires us, we will seek your consent to collect it.

COLLECTING YOUR INFORMATION USING OUR WEBSITE

When you visit our website (www.sergatefleethire.com.au), we make a record of your visit and log the following information for statistical purposes:

- your server addresses
- your top-level domain name (for example .com, .gov, .au, .uk)
- the date and time of your visit to the site
- the pages you accessed, and documents downloaded
- the site from which you came to visit us
- the type of browser you are using.

We generally only collect personal information from this website when you provide it voluntarily – for example, when you fill in our newsletter subscription form or complete our site feedback form.

HOW WE USE AND DISCLOSE YOUR INFORMATION

We use your information to provide and market our services and to enhance and develop our relationship with you. We may share your information with other members of Sergate Fleet Hire, including those located outside Australia.

Sergate Fleet Hire may, from time to time, disclose your information to service providers, agents, contractors, and strategic partners. This helps us provide and market our services to you. If we do this, we require these parties to protect our information the same way we do.

In handling personal information, we will, where relevant, rely on the employee and related bodies corporate exemption in the Privacy Act.

We will only record your email address if you send us a message. We will only use your email address for the purpose for which you have provided it. We will not add it to a mailing list or use it for any other purpose without your consent.

USE OF COOKIES

A cookie is a small message our web server provides to your web browser. The browser stores the message in a text file, and the message is then sent back to the server each time the browser requests a page from the server.

We use session cookies for statistical purposes only. Closing your browser destroys the session cookie. Sergate Fleet Hire do not keep any personal information that might identify you if you visit our website again. Cookies are either “persistent” or “session” based. Persistent cookies are stored on your computer, contain an expiration date, and may be used to track your browsing behaviour upon return to the issuing website. Session cookies are short-lived, used only during a browsing session, and expire when you close your browser.

Most internet browsers are set up to accept cookies. If you do not wish to receive cookies, you may be able to change the settings of your browser to refuse all cookies or to notify you each time a cookie is sent to your computer. This gives you the choice to accept it or not.

SECURITY

We use a variety of physical and electronic security measures including restricting physical access to our offices, firewalls, and secure databases. This keeps personal information secure from misuse, loss, or unauthorised use of disclosure.

The internet is not a secure environment. If you use the internet to send us any information, including your email address, it is sent at your own risk.

ACCESS

You have a right to access most personal information we hold about you. Please contact our Privacy Officer to ask for access to your information or if you have a complaint concerning your information privacy. We may deny your request in some circumstances. If we do this, we will tell you why.

Sergate Fleet Hire will not attempt to identify users or their browsing activities. However, in the event of a law-enforcement or other government agency investigation, that agency may exercise its legal authority to inspect Sergate Fleet Hire’s logs.

ACCURACY

If you think any information, we hold about you is inaccurate, please contact our Privacy Officer and we will take reasonable steps to ensure we correct it.

CONTACT US

If you would like more information concerning how we handle your information or our approach to privacy on our websites, please contact our Privacy Officer.