

Privacy Policy (Website)

At Alkath Group, we are committed to protecting the privacy and personal data of our customers, employees (current, past and prospective), and other stakeholders. This Policy explains how we collect, use, store, and safeguard personal data in accordance with applicable data protection laws and regulations.

1.1 Recording Your Visit

When visiting this website, we make a record of your visit and log the following information for statistical purposes:

- your server address
- your top-level domain name (for example .com.au, .com, .gov etc.)
- the date and time of your visit to the site
- the pages you accessed and documents downloaded
- the type of browser you used

No attempt will be made to identify individual users or their browsing activities except, in the unlikely event of an investigation, where a law enforcement agency may exercise a warrant to inspect computer logs.

1.2 Cookies

Our website uses cookies to provide you with an effective browsing experience. You can disable/enable cookies through your web browser.

1.3 Collection of Personal Information

Alkath Group periodically collects and stores personal information entered on our website, provided directly to us, or received through other means. Before clients can access Alkath Group services, they provide basic information, including their name, phone number, address, and email address, which allows us to send information, provide updates, and process service provisions. Additionally, clients may submit scoping documents, feedback, or financial and credit card information. Prospective employees will provide details such as their name, phone number, and email address as part of their application process.

1.4 Use of Personal Information

We do not sell or trade personal information or permit third parties to use it for their own purposes. We use personal information to conduct our business, facilitate employment and training services, assess job applicants and potential contractors, provide marketing materials, manage internal operations and relationships, and handle payments and complaints, unless required or permitted by law or explicit consent.

If we are unable to collect personal information, we may be unable to provide the required services or proceed with recruitment applications.

Alkath Group may contact individuals by a variety of measures including, but not limited to telephone, email, SMS or mail.

1.5 Security of your Personal Information

Alkath Group is committed to ensuring that the information provided to us is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard information and protect it from misuse, interference, loss, unauthorised access, modification and disclosure.

Although we make every effort to preserve your privacy, the transmission of information via the internet is not completely secure and we cannot guarantee the security of your personal information transmitted to our site; any transition is at your own risk. We do not accept liability for any interception of your personal information that may occur.

1.6 Access to Personal Information

Individuals may request details of the personal information we hold about them under the provisions of the Privacy Act 1988 (Cth). This information will be provided within a reasonable time frame and at no cost. If an individual would like a copy of the information we hold about them, or if they believe any information we hold is inaccurate, outdated, incomplete, irrelevant, or misleading, please email us at info@alkath.group.

We reserve the right to refuse to provide you with information that we hold, under certain circumstances specified in the Privacy Act.

1.7 Complaints about Privacy

If you have any complaints about our privacy practices, details of the complaint should be sent to info@alkath.group. We take complaints very seriously and will respond shortly after receiving written notice of the complaint.

1.8 Changes to Privacy Policy

We reserve the right to modify this Policy at any time, at our sole discretion. All modifications will take effect immediately upon being posted on our website.

1.9 Third Party Sites

Our sites occasionally include links to other websites that are not owned or controlled by us. These links are provided solely for your convenience. Links to third-party websites do not constitute sponsorship, endorsement, or approval of these websites. Please be aware that the Alkath Group is not responsible for the privacy practices of these other websites. We encourage our users to be aware when they leave our website and to read the privacy statements of every website that collects personally identifiable information.

2. Data Protection Officer

A designated Data Protection Officer (DPO) has been appointed to oversee this Policy.

3. Breaches

Under the Privacy Act 1988 Notifiable Data Breaches (NDB) Scheme, Alkath Group must promptly notify individuals at risk of serious harm and the Office of the Australian Information Commissioner (OAIC) if an eligible data breach occurs. Breaches will be managed according to our Personal Data Breach Notification Procedure.



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Phil Guy – Managing Director

Dated: 19th July 2024