

Privacy Policy

1. INTRODUCTION

1.1 ABOUT US

We, Australian-Thai Chamber of Commerce (“we”, “us” or “AustCham Thailand”) provide a network to build opportunities for Australian, international and local organisations in Thailand with ties to Australian business, we encourage trade and investment in Thailand and the Asia-Pacific region and we provide our members with practical support and advice, delivered via a range of scheduled events and online communities to share knowledge and expertise.

1.2 YOUR CONSENT AND ABOUT THIS PRIVACY POLICY

We are committed to protecting and respecting your privacy.

This Privacy Policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us, so please read it carefully. By using our services, participating as a member or attending our events, either by registering online or providing your details at our event, you hereby consent to your information being processed by us in the manner described in this Privacy Policy and pursuant to the Personal Data Protection Act of Thailand.

1.3 CHANGES TO THIS PRIVACY POLICY

We may change this Privacy Policy from time to time, to reflect changes at AustCham Thailand, or for legal or regulatory reasons. Unless we are unable to do so, we will give you reasonable notice of any changes to this Privacy Policy, which may be by notifying you via email and/or by posting an updated version on our website.

1.4 HOW TO CONTACT US

Questions, comments and requests regarding this policy are welcomed and should be addressed to executivedirector@austchamthailand.com.

For information about how to obtain a copy of your personal information or how to update your personal information, please see section 2.10 below (access to your information and ensuring it is up-to-date).

Our data protection officer is Mr Brendan Cunningham, Executive Director.

2. YOUR INFORMATION

2.1 BUSINESS CONTACT INFORMATION

In many instances, the information we collect may be “business contact information” (i.e. your name, position name or title, business telephone number, business address, business email address or similar information, not provided solely for personal purposes). AustCham Thailand

will use all reasonable efforts to observe the terms of this Privacy Policy in respect of business contact information. The protection of and respect to your information is important to us.

2.2 WHAT INFORMATION DO WE COLLECT ABOUT YOU?

2.2.1 We may collect and process the following information about you:

- Information that you provide during the registration process for AustCham Thailand and copies of any documents you provide to us;
- Your AustCham Thailand contact details;
- If you are a speaker or an attendee at any of our events, we may collect information about your participation at our events (e.g. number of events spoken at/attended, type of events you speak at/attend).

2.2.2 Cookies – Cookies are files with small amount of data, which may include an anonymous unique identifier. Cookies are sent to your browser from a web site and stored on your computer's hard drive.

We use "cookies" on our website to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and enables us to improve our website. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you do not accept cookies, you may not be able to use some portions of our Site.

2.3 HOW DO WE USE YOUR INFORMATION?

We may use your information in the following ways:

- to provide our services, including inviting you to and organising events, providing news and updates and reports about events, sending you our online-newsletter, providing general news and information about business opportunities that we think will interest you;
- to facilitate communication, networking and business opportunities for and between you and other members, participates or users of AustCham Thailand;
- to provide you with information about business opportunities that may be of interest to you;
- to deal with your requests and enquiries, and to provide you with information about our services, activities or content;
- to process the registration and maintenance of your account;
- to personalise the way in which our website and services are presented to you, including to ensure that content of our website and services are presented in the most effective manner for you and for your device;

- to analyse your use of our services;
- to carry out our obligations arising from any contracts entered into between you and us;
- to investigate any breach of our Terms and Conditions by or relating to you;
- to allow you to participate in interactive features of our website; and
- to notify you about changes at AustCham Thailand.

2.4 WHEN WILL WE CONTACT YOU? WHAT ARE YOUR RIGHTS AND WHAT IF YOU WANT TO UNSUBSCRIBE?

For new members or contacts of AustCham Thailand we will only contact you if we have your consent to do so. We will normally obtain your consent when you become a member or a contact of AustCham Thailand.

For existing and new members or contacts of AustCham Thailand, when we contact you, we will provide you with an unsubscribe facility, in case you decide that you do not want to be contacted again. You should follow the instructions which are included when we contact you, if you wish to unsubscribe from future messages.

Further, you have the following rights in relation to your personal information:

Deny, suspend or withdraw consent: The right to object to any collection, use, or disclosure of personal data at any time.

Update and Access: The right to update and ask for a copy of your personal information and disclose where we obtained it.

Deletion: The right to ask us to delete personal information at any time.

Data format: The right to obtain the data in commonly used machine-readable format.

2.5 WILL WE SHARE YOUR INFORMATION WITH THIRD PARTIES?

We share your information with other users, members, and selected third parties of AustCham Thailand to facilitate communication, networking and business opportunities (for example, if you have expressed an interest in business opportunities, we may share your details with a connected organisation).

Any information you upload to your profile and/or post on our website may be visible to our personnel and other users of our website.

We may disclose your information to third parties:

- where partners help us in the administration or operation of our organisation (e.g. our hosting/back-up service providers and our IT service providers); and
- if we are under a duty to disclose or share your personal information in order to comply with any legal or regulatory obligation, or in order to enforce or in complying with our

obligations under our terms and conditions or other agreements; or to protect our rights and property.

- We may share your dietary requirements into event venues.

2.6 THIRD PARTY SERVICES

We may provide you with links to and/information about websites and services operated by third parties. If you follow a link to any of these websites or services, please note that these websites or services may have their own policies and will not be subject to this Privacy Policy. We do not control such third party websites or services and are not responsible for their contents.

2.7 TRANSFERRING INFORMATION OUTSIDE OF THAILAND

Where our partners who help us in the administration or operation of our organisation are based in other locations, your information may be transferred outside of Thailand. We will ensure that any such third parties have reasonable security arrangements in place. We may also transfer your information outside of Thailand in relation to business opportunities but we would only do this with your consent.

2.8 HOW DO WE PROTECT YOUR INFORMATION?

The security of your information is important to us. We maintain appropriate and reasonable security arrangements to prevent unauthorised access, collection, use, disclosure, copying, modification, disposal or similar risks. However, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal information, we cannot guarantee the security of your personal information provided to us via the Internet, and any transmission is at your own risk.

2.9 FOR HOW LONG IS YOUR INFORMATION RETAINED?

Subject to any changes being made by you pursuant to section 2.4, we will only hold your information for as long as is necessary for the purposes described in this Privacy Policy or in our terms and conditions, or for legal or business purposes during your membership and for a reasonable time after you cease to be a member.

2.10 ACCESS TO YOUR INFORMATION AND ENSURING IT IS UP-TO-DATE

If you would like a copy of some or all of the information we hold about you, please contact us at executivedirector@austchamthailand.com.

We want to make sure that your information is accurate and up-to-date. You can update your account details at any time via www.austchamthailand.com. You may ask us to correct or remove information you think is inaccurate or make changes as set out in this Policy by contacting us at office@austchamthailand.com.