

South Australian Building Industry Redundancy Scheme Trust

Privacy Policy

BIRST collects and holds information from employers and employees so that it is able to properly administer and manage the fund and provide the services our members require. We only collect information that is necessary and the information is not provided to third parties unless necessary or required by law.

What is the information used for?

The information is held to:

- Establish accounts
- Process contributions
- Pay benefits
- Process insurance claims
- Communicate with our members

This is in accordance with the National Privacy Principles as set out in the Commonwealth Privacy Act 1988.

What information do we keep?

Personal information held by BIRST may include your name, date of birth, address, telephone numbers, bank details, tax file number, employment history and financial details relating to redundancy contributions and payments.

The information is collected from employees and employers via forms and by telephone.

Disclosure of personal Information

To enable us to provide adequate services to members it is necessary to disclose certain information to organisations outside BIRST. These organisations include:

- Mailing houses for the purposes of distributing statements and reports.
- Our professional advisors, including auditors, accountants and lawyers.
- Government authorities as required by law
- Insurance brokers for the purpose of processing insurance claims and policies on behalf of members

BIRST is the product of an industrial agreement and to a large extent is monitored by the industrial parties. The timely collection of contributions and the adherence to the Building Industry Redundancy Agreement

are two of the primary functions of the fund and the assistance

of unions and employer associations is often critical in this process.

For this reason it is appropriate that certain information be available, on request, to these organisations.

Access to personal information

You have a right to access the information held by BIRST about your membership and have it corrected if necessary.

It is also important that you keep us informed of any changes to your personal information.

How to contact us

If you have any questions you can contact us by telephoning:

08 8373 0122

or writing to us at:

BIRST
1st Floor, 83 Greenhill Rd
Wayville SA 5034