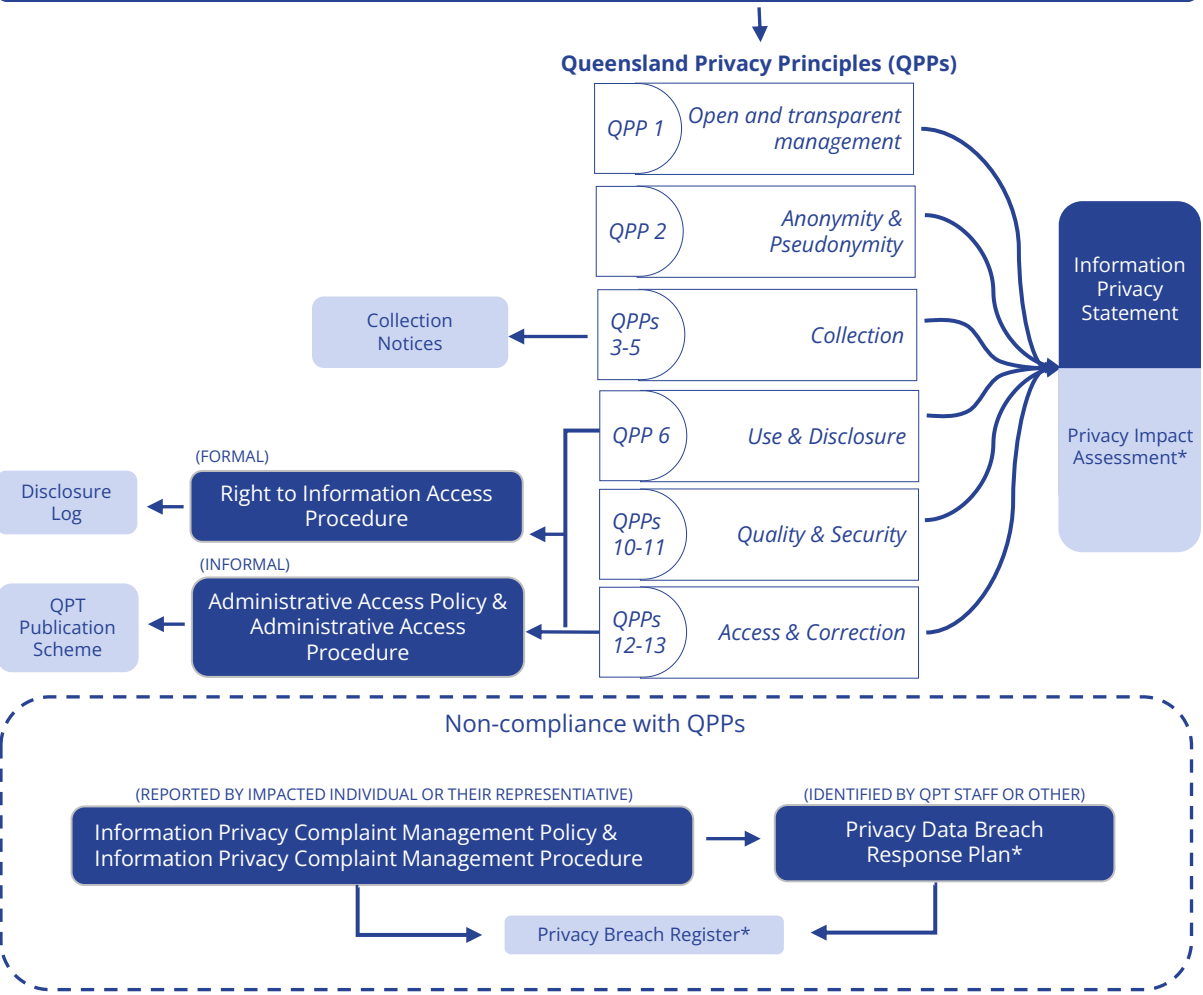


Information Privacy Framework

QPT is committed to maintaining a culture of transparency and accountability when handling personal information, and ensuring it has a consistent and effective approach to handling personal information and managing complaints regarding information privacy and privacy data breaches.

Information Privacy Act 2009 (Qld) and Right to Information Act 2009 (Qld)



Following the *Information Privacy Act 2009* (Qld) (IP Act) and *Right to Information Act 2009* (Qld) (RTI Act) helps QPT to meet its information privacy obligations under the *Public Sector Act 2022* (Qld) and *Human Rights Act 2019* (Qld).

The Administrative Access Policy and Administrative Access Procedure set out how QPT proactively releases information under the Publication Scheme required by the RTI Act. They also explain when and how QPT may respond to requests for access to information to reduce the requirement for formal applications to be made under the RTI Act, where possible.

Formal applications for access to information (both personal and non-personal) or amendment of personal information are managed according to the Right to Information Access Procedure. Information released under the RTI Act may be published in the Disclosure Log on QPT's website, with some or all information removed to protect confidentiality, or to remove exempt or contrary to public interest information, prior to publication.

QPT's Information Privacy Statement explains QPT's obligations under QPP 1, about the types of personal information QPT collects and holds and how QPT deals with personal information under the QPPs.

Privacy Impact Assessments are used by staff to assess the privacy impacts of collecting, managing, using and disclosing personal information for projects and key activities, and to identify options for minimising negative impacts.

Additional information about how QPT manages information, documents and records can be found in the Information Management Policy, Information Security Management Framework and Recordkeeping Policy.

QPT's Information Privacy Complaints Management Policy and Procedure set out how privacy complaints are managed. They are supported by the more detailed Privacy Data Breach Response Plan which contains more information about how privacy data breaches are handled, including the process for containment and mitigation, risk assessment, notification, and review/prevention.

A privacy data breach assessed as 'serious' may also be a disruptive event and related plans to manage the breach should be considered (e.g. QPT's Business Continuity Plan).

Information privacy complaints may have other elements that need to be managed under other legislation or policies, such as QPT's Customer Complaints Management Policy.

(Please refer to individual policies, procedures and other documents within the QPT Information Privacy Framework for more information about how they apply, including specific roles and responsibilities.)