



Privacy Policy

The privacy of employees, customers, suppliers and shareholders ("stakeholders") personal information is important to BSA. BSA is committed to respecting stakeholders' rights to privacy and protecting personal information. This policy describes how BSA handles your personal information. BSA is bound by National Privacy Principles as set out in the Australian Privacy Act (Cth) 1988 as amended and relevant Privacy Principles under State legislation.

This Privacy Policy outlines how we manage your personal information, describing the type of personal information held and for what purposes and how the information is collected and disclosed.

Our Privacy Policy applies to all your interfaces with BSA whether via a BSA employee, through our call centres or via our web site.

Collecting Your Personal Information

BSA will collect personal information about those who interface with the company for the purpose of;

- Providing the right products and an acceptable level of service
- Protecting against any fraud or crime
- As required by relevant laws, regulations and codes.
- BSA may collect information such as company names, individual's names, business address, phone numbers, email addresses, financial details, credit history and transaction history.

BSA may disclose personal information to third parties when we outsource some functions and activities, such as mail out, credit card payment authorization, credit reporting, debtor insurance and market research.

BSA will treat all personal information with due care and take reasonable steps to protect such information from loss, misuse, un-authorised access or disclosure.