

THE LAW SOCIETY OF WA'S (SOCIETY) PRIVACY ACT COLLECTION NOTICE

Last updated: 20 August 2013

1. The notice is provided pursuant to the obligations placed upon the Society and other organisations the *Privacy Act, 1988* and the associated National Privacy Principles (**the NPPs**).
2. It is important that readers of this statement note that the Society may change its collection notices from time to time as part of its commitment to ensuring that it complies with all of its obligations under the NPPs. Persons who access the Society's internet site are urged to check to see whether the Society has amended its collection notices by returning to this site from time to time. To assist in this process, the date of the last update to this collection notice is recorded at the top of this statement.

Purposes for which information collected

3. The Society collects information on its internet site and elsewhere for the following purposes:
 - (a) to assist the Society in supplying its services and benefits to its members, including, but not limited to:
 - (i) making representations and advocating on behalf of its members;
 - (ii) creating databases of its members' contact details to enable it to correspond with members by hard copy and electronic communications;
 - (iii) keeping its members informed as to matters relating to the legal profession and members of the Society;
 - (iv) researching issues relating to the legal profession;
 - (v) providing continuing professional development courses and programs;
 - (vi) facilitating careers in the law;
 - (vii) assisting members in developing contacts and networking opportunities;

- (viii) assisting members with confidential counselling through LawCare (WA); and
- (ix) other services and benefits identified under the “*Membership*” tab in the menu on this website;
- (b) to enable the Society to conduct and administer, through Law Mutual (WA), a compulsory professional indemnity scheme for legal practitioners;
- (c) to provide services to the public and the community, including a pro bono referral scheme, a referral database of legal practitioners, Law Week and the activities of the Law Museum;
- (d) to assist the Law Council of Australia to provide the services of that organisation to members of the Society;
- (e) to enable the Society to perform administrative tasks;
- (f) to enable the Society to identify and analyse the ongoing needs of its members;
- (g) to enable the Society to satisfy statutory and regulatory requirements;
- (h) to enable the Society to manage its members’ rights and duties in relation to external and statutory obligations;
- (i) to provide that information to other organisations to assist the Society in providing its services to its members and the public. Those other organisations may include agents, contractors, insurers, advisors, members’ agents, members’ contractors, members’ employers, entities used by the Society to store electronic information (including “cloud” storage providers) and other entities which it is reasonable to expect that information would be provided in the course of or incidental to the provision of products and/or services by the Society;
- (j) to disclose the information to overseas recipients when that disclosure is consistent with the purposes set out above and when those overseas recipients agree to abide by the obligations placed on the Society under the Privacy Act, 1988.

Person's objecting to use of information

4. Persons who do not wish their personal information to be used for any particular purpose should advise the Society of that fact. The Society will take reasonable steps to respect those wishes.

Consequences to an individual if information not provided

5. Should a person object to the Society collecting information about that individual via its website or otherwise, the Society may not be able to provide its services as effectively, or at all, to that person.

Cookies

6. "Cookies" are pieces of information that websites transfer to an individual computer's hard drive for record keeping purposes. That "cookie" assigns a unique identification that allows a website to recognise you when you return to that site.
7. The Society uses cookies so as to collect aggregated site-visitation statistics. The use of cookies also enables persons to login to their accounts with the Society and to personalise their experience when browsing the Society's site. This enables the Society to ensure that it manages its website effectively so as to provide relevant content to those who access the site. The Society does not track an individual's use of the internet by using cookies and does not otherwise use these tools to obtain personally identifiable information on an individual.
8. Most internet browsers enable individuals to refuse to accept cookies. If an individual exercises such a choice you will still be able view most of the text on the Society's internet site. However, you will not experience a personalised visit.

IP Addresses

9. Whenever you use the Society's website, and many other websites, the computer on which the web pages are stored (the web server) needs to know the network address of your computer so that it can send the requested web pages to your internet browser. The unique network address of your computer is called its "IP address" and is sent automatically each time you access any internet site. From a computer's IP address, it is possible to determine the general geographic location of that computer, but otherwise it is anonymous.

10. The Society does not keep a record of the IP addresses from which users access its site except where the user has specifically provided it with information about itself, in which case the Society also records the user's IP address for security purposes.

Links to third party websites

11. The Society's internet site may contain links to other websites. These websites are conducted by third parties and the Society does not control the content or the information collected on these websites. Users should refer to those websites directly or to the authors of those sites to obtain details of the collection procedures and privacy policies relevant to those web pages.

Right to gain access to information

12. Any information that is stored by the Society about an individual is stored in a reasonable state of security. Individuals have certain rights under the NPPs to access information stored by an organisation about them.
13. Should a person wish to contact the Society to gain access to the details of the information stored by the Society regarding that individual, that person should make that contact with the Society's Privacy Officer. Subject to legal obligations upon the Society, including the Society's rights and obligations under the *Privacy Act*, 1988, the Society will provide that access. The Society reserves the right to make a reasonable charge to cover its costs for granting that access.

Further information

14. Should you have any queries regarding the Society's collection or use of personal information in relation to its internet site you should not hesitate to contact the Society's Privacy Officer by telephone or post at the Society's "*Contact Us*" details on this website or by email at info@lawsocietywa.asn.au.