

FREEDOM OF INFORMATION COLLECTION NOTICE

About this notice

The Shire of Cue collects personal information when processing Freedom of Information applications and requests to amend personal information.

Why we collect your information

The information is used to:

- receive and determine applications
- identify and locate relevant documents
- communicate with applicants and consult affected parties

How your information may be used or disclosed

Information may be provided to the Office of the Information Commissioner, other agencies, local governments or affected third parties where consultation or review is required.

Is the information required by law?

A valid application must include the information required by the Freedom of Information Act 1992, including enough detail to identify the documents and an Australian address for notices.

What happens if information is not provided?

The Shire may be unable to validate or process your application, contact you or provide the requested service.

Accessing or correcting your information

You may contact the Shire's Privacy Officer to enquire about personal information held about you. Formal applications to access documents, or to amend personal information that is inaccurate, incomplete, out of date or misleading, may be made under the Freedom of Information Act 1992.

Contact us

Privacy Officer, Shire of Cue

73 Austin Street, Cue WA 6640 | PO Box 84, Cue WA 6640

Phone: (08) 9963 8600 | Email: shire@cue.wa.gov.au

Document Control					
Document Responsibilities					
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