



# Privacy Register

## Third Party Personal Information

The University maintains connections to the community and business including professional organisations concerned with or supporting the core activities of the University, research teaching and learning, or ancillary services or functions, for example:

- Recipients of consultancy, health, facility or library services
- Collaborators or subcontractors involved in research
- Consultants or contractors
- Donors or scholarship providers
- Participants in marketing activities
- Member of a committee, or
- Members of the USQ Alumni.

Personal information including names and addresses to enable the University to contact these individuals are held in both physical and electronic databases by the organisational unit relevant to the administration of the function involved and access will be permitted by authorised staff only as necessary to carry out their duties. Individuals can obtain information regarding access to their personal information by contacting the [Privacy Officer](#) or the [Right to Information Coordinators](#). Records are retained for various periods according to the relevant Records Retention and Disposal Schedule, as approved by the Queensland State Archivist and may be stored on paper and electronic media.