

Privacy Collection Notice: Solar Victoria Business Mentoring and Support Program.

This Collection Notice is for the purpose of the Solar Victoria Business Mentor and Support Program, Victorian Department of Energy, Environment and Climate Action.

Your personal information is protected by law, including through the *Privacy Act 1988* (Cth) and the Australian Privacy Principles (APPs) and will be collected, shared and stored in line with the Monarch Institute (MI) (ABN 69 150 641 866) Privacy Policy located at <https://www.monarch.edu.au/privacy/>. This Privacy Policy must be read in conjunction with this Collection Notice.

The personal information collected is required as part of registering and participating in the Solar Victoria Business Mentor and Support Program may be disclosed to:

- Solar Victoria, which is part of the Department of Energy, Environment and Climate Action for the purposes of business eligibility to participate in the program;
- Monarch employees involved in this Program;
- Monarch professional mentors involved in this Program;

We will only disclose your personal information if we are required to do so by law (e.g. Freedom of Information Act 1983 (Cth)), regulation, court order, statutory or public authority or to protect rights and property.

Subject to the exceptions set out in the *Privacy Act 1988* (Cth), you may seek access to and correction of the personal information which we hold about you by contacting our Privacy Officer at admin@monarch.edu.au.

If you would like further information, or if you have any queries, problems or complaints relating to the MI's Privacy Policy or our information processing practices, please contact our Privacy Officer at admin@monarch.edu.au or 1300 738 955.