



DI PRIVACY NOTICE

1. Defence and the Directorate of Investigations (DI) are required to comply with the Australian Privacy Principles (APPs) as defined in the *Privacy Act 1988* (Cth) (Privacy Act). The Privacy Act imposes limitations on the way in which your personal information can be used internally by DI or Department of Defence (Defence) and disclosed externally to other bodies. This Privacy Notice is intended to inform you of the way in which your personal information may be collected, used or disclosed by DI or Defence.
2. DI staff are authorised to collect your personal information by virtue of Accountable Authority Instruction 1 (AAI 1) - *Managing Risk and Accountability*. AAI 1 is available on the intranet via www.defence.gov.au or by request. This will assist Defence to meet its fraud control obligations pursuant to the *Commonwealth Fraud Control Framework 2014* and the *Public, Governance, Performance and Accountability Act 2013*.
3. Information you provide, including personal and sensitive personal information about you, will be recorded in Departmental systems and used by DI staff conducting investigations including the preparation of an Investigation Report. Information that you provide, and/or personal information about you, may be used or disclosed for the purposes of DI investigations, including being provided to affected persons in order to meet procedural fairness obligations. Your personal information may also be documented within the records of the DI investigation, such as in the DI Investigation Report and annexes to that report, Records of Conversations, and Case Decision Records.
4. DI Investigation records will be provided to both the Director of DI, Assistant Secretary IPID (ASIPID) and First Assistant Secretary Defence Integrity (FASDI). Information obtained during the DI Investigation (including information provided by witnesses) may be used or disclosed for purposes associated (directly or incidentally) with the FASDI's role and functions. Without restricting the generality of the above, the FASDI may subsequently use or disclose information contained in the DI Investigation Report or Investigation records to other parties, including but not limited to:
 - a. the Minister for Defence;
 - b. persons adversely affected by the findings of the DI Investigation Report;
 - c. complainants in advising them of the outcome of matters affecting them personally and about which they have complained;
 - d. areas within Defence who may be responsible for implementing recommendations or to address any matters arising from the Investigation Report, such as the Secretary for Defence, Chief of the Defence Force, Service Chiefs, Australian Public Service Code of Conduct delegates, Defence Legal, Service Police, or the Australian Government Security Vetting Service;
 - e. external agencies with a legitimate reason for requiring the information, including the Commonwealth Director of Public Prosecutions courts, law enforcement agencies, Comcare and external complaints bodies such as the Ombudsman and Human Rights Commission;
 - f. an external entity assisting DI, pursuant to a contractual arrangement.



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5. In addition, the FASDI may use or disclose information contained in the DI Investigation Report or Investigation records as required or authorised by or under an Australian law or a court/tribunal order. Examples include requests made under the APPs and disclosure under the *National Anti-Corruption Commission Act 2022*.
6. If some or all of your personal information is not collected, this will impact the ability of DI to conduct an investigation.
7. The Defence Privacy Policy is available on the internet via www.defence.gov.au/about/governance/privacy-policy or by request. The Policy contains information about how you may access personal information about you that Defence holds. It also contains information about how you can apply to correct your information and how to submit a privacy complaint if you believe Defence may have breached the APPs.
8. Other than in the circumstances identified above, DI does not ordinarily disclose personal information of the kind collected to any other entity, body or person.
9. By continuing to engage with DI, you consent to the above terms. If you hold any concerns relevant to the content of this notice, please contact DI as soon as possible.