

Privacy Statement

At Night Hawk Surveillance we are committed to protecting the privacy of our clients, employees, and all individuals whose personal information we collect during our investigations.

This Privacy Statement outlines how we handle personal information in compliance with the *Privacy Act 1988 (Cth)*, including the Australian Privacy Principles (APPs), and any other applicable laws, including Victoria's *Surveillance Devices Act 1999*.

1. What Personal Information We Collect

We may collect personal information relevant to our investigative services, including:

- Name, address, and contact details
- Employment details and history
- Financial and business records
- Vehicle registration details

Surveillance footage, photographs, and other evidence collected during investigations
We will only collect personal information necessary to conduct investigations or provide our services.

2. How We Collect Personal Information

We collect personal information through various methods, such as:

- Directly from individuals (e.g., through forms or interviews)
- From third parties, including our clients and publicly available sources
- Through lawful surveillance and monitoring activities, in compliance with relevant legislation

3. Use of Personal Information

We use personal information to:

- Conduct investigations as requested by our clients
- Provide reports and findings to clients
- Comply with legal obligations or respond to court orders

We do not use personal information for marketing or any purposes unrelated to our investigative services.

4. Disclosure of Personal Information

We may disclose personal information to:

- Our clients, as part of investigative reports
- Legal representatives, law enforcement, or regulatory bodies where required by law

- Third-party service providers assisting in investigations (e.g., forensic experts)

We will take all reasonable steps to ensure any third parties maintain the confidentiality and security of the information.

5. Data Security

We take reasonable steps to protect personal information from misuse, loss, unauthorised access, modification, or disclosure. This includes secure storage, restricted access to information, and regular review of our security practices.

When personal information is no longer required, we take reasonable steps to destroy or de-identify it in accordance with legal and regulatory requirements.

6. Your Rights

Under the *Privacy Act 1988 (Cth)*, you have the right to:

- Access your personal information held by us
- Request correction of inaccurate, incomplete, or outdated information
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To make a request, please contact us using the details below. We may need to verify your identity before processing your request.

7. Use of Surveillance Devices

Where surveillance devices are used during investigations, we comply with the *Surveillance Devices Act 1999 (Vic)*, ensuring that any use is lawful, proportionate, and necessary for the purposes of our investigations.

8. Contact Us

If you have questions about this Privacy Statement or wish to make a complaint about a potential privacy breach, please contact us:

Night Hawk Surveillance

support@nhi.net.au

0481 331 974

We will respond to all inquiries or complaints promptly and in accordance with applicable laws.