



Ea – AUT's Employee Advisory and Resolutions Service Privacy Statement

At Ea – AUT's Employee Advisory and Resolutions Service, we are committed to protecting your privacy while providing a safe and confidential environment for staff to raise concerns. Our goal is to help address unwelcome behaviour, offer support at your own pace, and provide solutions to workplace issues. This Privacy Statement outlines why we collect your personal information, how it is used, and the measures we take to keep it secure.

Why We Collect Your Information

We collect personal information for the following reasons:

1. **Providing support:** To contact you and offer support, guidance, and assistance in addressing concerns.
2. **Trends:** To monitor usage patterns and identify areas where support is needed, or trends are emerging across faculties and departments.
3. **Reporting patterns:** To provide anonymised reports to the Vice Chancellor's office, helping identify issues such as inappropriate behaviour, policy violations, or ineffective leadership.

How People Engage with Us

Individuals engage with Ea by seeking advice, raising concerns, or exploring solutions to workplace issues. The personal information we collect helps us understand patterns of engagement and ensure appropriate support is provided.

What Information We Collect

We collect the following personal information to deliver our services effectively:

- Name
- Contact information
- Campus base
- Staff type
- Preferred method of contact
- Interactions with our service

How We Store and Protect Your Information

We are committed to keeping your personal information secure. Your data is stored in an independent system, separate from AUT's systems, and only authorised Ea staff have access to it.

Your Rights

You have the right to request a copy of the personal information we hold about you and to ask for corrections if you believe any information is inaccurate. To make a request or raise any concerns, please contact the Head of Ea, Wayne Marriott at wayne@earsaut.org.



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