



### **Dive Works commitment to your privacy**

Dive Works respects your right to privacy. In the event that we do collect personal information from you, this policy describes how we treat that information.

Privacy deals with personal information, that is information that could identify a specific individual or entity such as names, email addresses, telephone numbers and addresses.

This privacy policy applies to Dive Works and its affiliates. It states how we collect information from you and how we use it. Dive Works is committed to respecting and protecting your privacy as a client and as a visitor to our Sites.

### **Australian Privacy Principles**

This privacy policy is compliant with the Privacy Act 1988 (Cth) and its Australian Privacy Principles.

### **Why does Dive Works collect information about users?**

In most cases our intention with respect to personal information collected from you will be apparent from the circumstances of the collection, and if our intention is not apparent, we will take reasonable steps to ensure that you are made aware of the purpose of the information collection.

We may collect and use your personal information in circumstances other than those set out in this Privacy Policy where you have given your consent.

We may use and disclose your personal information to:

- Respond to your enquiry or request in relation to our business.
- Contact you where you have opted to receive information from us.
- Comply with our legal obligations.
- Manage our commercial relationship with you.

### **Opt-Out**

To the extent that we conduct marketing activities, we will provide an opt-out opportunity with direct marketing offers.

### **How Dive Works collects personal information from visitors and users of our Sites and what we use it for:**

#### **Automatic Collection of Information:**

If you do nothing during your visit but browse through our Site(s) or download information, our system will automatically gather and store certain anonymous information that cannot be linked to a specific individual. This information does not identify you personally and is used in an aggregate way to help us improve our Sites and tell us the number of visitors to our Sites each day. Our Web server automatically collects and records the following information:

The visitor's domain name  
The visitor's IP address  
Aggregate information on what pages are accessed  
The name and release number of web browser software used

### **Cookies**

We use "cookies" to provide customisable and personalised services to visitors of Dive Works Sites.

A cookie is a small amount of data that is sent to your browser from a web server and stored on your computer's hard drive. A cookie can't read data off your hard disk or read cookie files created by other sites. For example, a website may use cookies to store and sometimes track information about you, your preferences, or the pages you last visited. You can change your browser settings to reject all cookies, or to ask you if you would like to accept or decline a cookie from a particular site. You do not need to have cookies turned on to use Dive Works Sites. However, if you reject a cookie, certain functions of our Sites may be affected.

We use cookies on our Sites for the following purposes:

- Store and sometimes track visitor preferences.
- Record user-specific information on what pages users visit.
- Alert visitors to new areas that we think might be of interest to them when they return to our Sites.
- To record past activity at a site in order to provide better service when visitors return to our Sites.

### **Security of you Personal Information**

All our employees and contractors who have access to and are associated with the processing of personal information are obliged to respect the confidentiality of our records.

### **Changes in Our Privacy Policy**

We may change this Privacy Policy in the future. The revised versions will be uploaded onto our website, so please check back from time to time.

### **Disclaimer**

All information on the Dive Works Website is provided as a service, information and/or convenience to the public.

Dive Works has used its best endeavours to ensure that the information contained on the Website is correct. Dive Works, nor its employees, its suppliers or its Director/s or affiliates accept any liability whatsoever (direct or indirect) for any injury, loss, claim, damage or any consequential damages, including loss of profits or savings, arising out of or in any way connected with the use of the information on the Website, or of any error, omission or defect in the information contained therein.

WARNING: Information on the Dive Works Website must not be used for any commercial purpose without the consent of Dive Works.

**For more information or if you have any questions please call 1300 586 400 from Australia, or +613 9708 2632 from overseas, or email [info@diveworks.com.au](mailto:info@diveworks.com.au).**