

PRIVACY POLICY

Background and scope

TDT Training Australia is committed to protecting the privacy of the personal information it collects and receives. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website and use our services across our business locations in Victoria. Please read this Privacy Policy carefully. If you do not agree with the terms of this Privacy Policy, please do not access the site or use our services. This policy has been developed in accordance with the Australian Privacy Principles (APPs) in the Privacy Act 1988 (Cth) (Privacy Act).

Collection of personal information

Based on our mandate as a Nationally Accredited Heavy Vehicle Training and Licencing organisation, TDT Training is required to collect personal information only by lawful and fair means. Where possible we will collect personal information, we require directly from you.

Personal information we collect may include your name, address, email address, telephone numbers, date of birth, driver's license information, payment information's (credit card details). Further information may be collected with your consent in specific instances as notified to you.

How we use Your information

We may use the information we collect from you in the following ways:

1. Provide and manage our truck driving training services.
2. Process payments and manage transactions.
3. Communicate with you, including sending updates and notifications on bookings made.
4. Improve our website and services we offered for continuous improvement.
5. Ensure compliance with our regulatory bodies such as Department of Education & Training, VicRoads, WorkSafe and Australian Skills and Quality Authority (ASQA) including other legal obligations.
6. Conduct analytics and understand user engagement.

Where TDT Training collects your personal information, TDT will take reasonable steps to notify you of the purposes for which we are collecting the information, the third parties to whom we may disclose the information of that kind such as VicRoads and WorkSafe.

Sharing Your information: -

We do not sell or rent your personal information. However, we may share your information with: -

- Affiliate service providers who assist in operating our business and services
- Regulatory bodies and government authorities as required by law.

Data Security

We do everything within the provision of the Australian privacy policy acts to implement appropriate technical and organizational measures to protect your personal information from unauthorized access, use, or disclosure. However, no security system is impenetrable, and we cannot guarantee the security of our systems 100%.

We recognise and uphold Your Rights

In delivering our services, you have the right to the following:

1. Access the personal information we hold about you
2. Request corrections to any inaccurate or incomplete information
3. Request deletion of your personal information, subject to legal and contractual restrictions
4. Object to the processing of your personal information in certain circumstances, subject to terms and conditions of our engagement
5. Withdraw your consent to our processing of your personal information, where consent is the legal basis for processing such information.

Please note we are guided by law in enabling access to your personal information that we hold.

Cookies and Tracking Technologies

Most internet browsers are set to accept cookies. If you prefer not to receive them, you can set your browser to refuse cookies, but this may affect your ability to use certain features of our site. There are a range of websites that provide tips on how to disable cookies. However please note that TDT Training does not endorse the content of external websites. You are advised to refer to them at your discretion.

Changes to This Privacy Policy

We may update this Privacy Policy from time to time as we deemed necessary. Any changes will be posted on this page and fliers with an updated effective date. Your continued use of our website and services after any changes indicates your acceptance of the updated Privacy Policy. We advise that you check this policy regularly so that you are aware of any variations made to this policy.

Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at:

TDT Training Australia

Hallam (Head office) – 159A Princes Hwy Hallam, VIC 3803

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By using our services, you acknowledge that you have read and understood this Privacy Policy and agree to our collection, use, and disclosure of your personal information as described herein.

Document Control

Document Code	QA 2.5 & 4.1
Version	1.0
Approval Date	1st July 2025
Review Date	1st July 2026
Approved By	CEO