

Privacy Collection Notice

Community of Interest Process

This notice explains how the Net Zero Economy Authority (the Authority) collects, uses and discloses personal information during Community of Interest (COI) processes under section 55 of the *Net Zero Economy Authority Act 2024* (Cth) (the Act).

We collect personal information as part of a COI process under section 55 of the Act. This process involves identifying employers, employees impacted by the closure of the power station (transition employees), and potential employment opportunities to inform planning for energy industry transitions. Most information is high-level or de-identified, but some may identify individuals.

Your personal information is protected by law, including under the *Privacy Act 1988* (Cth) (the Privacy Act) and the Australian Privacy Principles. We use secure systems to manage this process, and our contractual arrangements require service providers to comply with the Privacy Act and store data securely in Australia.

What we collect

We may collect:

- Your name and contact details
- Organisation you represent and your role
- Employment-related details provided by employers about transition employees.

Some of this information may be sensitive information under the Privacy Act (e.g., union membership or opinions). We will never routinely require sensitive information. If sensitive information is provided by your employer as part of the COI process, and it is necessary for us to use it, we will notify affected individuals about what was collected, why it is needed, and how it will be used.

We only collect information specified under section 55 of the Act. If further information is required, we will seek it under section 64, which allows the Authority to request information necessary to perform its statutory functions. We will explain why any additional information is needed before collecting it.

If you provide information about another person, you must ensure they are aware of this notice. If the information is sensitive and no legal exemption applies, you must also ensure they consent.

Why we collect your personal information

We collect personal information to undertake a COI process under section 55 of the Act, and related statutory functions. This includes:

- Identifying employers and transition employees.
- Seeking expressions of interest from potential receiving employers.
- Understanding workforce characteristics to inform planning for energy industry transitions.

We may also use this information to:

- Determine whether it is reasonable to apply for a community of interest determination under section 56 of the Act;
- Support monitoring, evaluation, and compliance activities under Part 5 of the Act.

This information is essential for fulfilling our statutory obligations under section 55 and ensuring that communities and workers are supported during power station closures.

Who we disclose your personal information to

We use your personal information primarily for the COI process under section 55 of the Act and may also use it for related statutory functions such as section 56 determinations and compliance activities under Part 5. We may also use aggregated information about workforce roles to encourage receiving employers to participate in the COI process.

We do not disclose your personal information outside the Authority unless required or authorised by law. This may include disclosure to the Fair Work Commission where necessary to perform our statutory functions. Any information shared externally will be limited to what is necessary for the COI process and will comply with the Privacy Act and the Australian Privacy Principles.

We do not publish personal information or disclose it to overseas recipients as part of the COI process.

Storage of your personal information

Personal information collected for the COI process under section 55 of the Act is stored securely in Australia.

All information is managed in accordance with the Privacy Act, the Australian Privacy Principles, and Commonwealth information security requirements. Access to your personal information is restricted to authorised personnel who need it to perform their duties for the COI process.

We retain personal information only for as long as necessary to meet legal, operational, and record keeping obligations, including compliance and audit requirements.

More information

For details on how we handle your personal information, please read our [Privacy Policy](#).

You have the right to:

- Access any personal information we hold about you
- Request correction of your personal information
- Complain about a breach of the Australian Privacy Principles under the Privacy Act.

If you have any concerns or questions about this notice or how your information is managed, please contact us at: privacy@nzea.gov.au.