



Library Membership and Services Collection Notice

Notice

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Who we are and how to contact us

The Shire of Augusta Margaret River collects, holds and manages personal information for the administration of library services and membership.

If you have questions about how your personal information is handled, or wish to request access to or correction of your personal information, please contact:

Privacy Officer

Shire of Augusta Margaret River

41 Wallcliffe Road, Margaret River WA 6285

Phone: (08) 9780 5255

Email: privacy@amrshire.wa.gov.au

Why we are collecting your information

We collect this information for the following purposes:

- responding to general enquiries and requests
- processing borrowing, interlibrary loans and access to digital resources
- processing computer reservations and printing services
- updates and notices in relation to library services

Where your information will be stored

Your information is held in the Shire's library management system (OCLC) and records management systems.

Your information remains subject to Australian privacy law, because OCLC's data hosting for Australian library customers is located in Australia.

Limited information will be held in the Shire's enterprise resource planning and records management systems.

How your information may be disclosed

Your personal information may be used and disclosed for the purposes outlined above.

The Shire may disclose personal information to:

- authorised Shire officers in relevant service areas

Information may also be disclosed where authorised or required by law.

How we're authorised to collect your information

We collect, use and disclose your personal information in accordance with applicable laws, including:

- Local Government Act 1995 (WA)
- Library Board (Registered Public Libraries) Regulations 1985

Consequences of not providing information

If you choose not to provide the required information, the Shire may be unable to:

- register you as a library member or provide full borrowing and digital library services.