

PRIVACY POLICY

Antinous Group Pty Ltd

ACN: 696715170

ABN: 77696715170

Effective date: April 2026

Approved by: Directors, Antinous Group Pty Ltd

Next review: April 2027

1. Purpose

Antinous Group Pty Ltd (“Antinous Group”) is committed to protecting the privacy of personal information we collect, use, and hold.

This Privacy Policy explains how we handle personal information in accordance with the *Privacy Act 1988 (Cth)* and the *Australian Privacy Principles (APPs)*.

2. What personal information we collect

We may collect personal information including:

- Names, job titles, and contact details
- Organisation and role information
- Information provided through enquiries, proposals, or contracts
- Learning content inputs supplied by clients
- Limited learner data where required for project delivery (e.g. testing or pilot environments)

We do not intentionally collect sensitive information unless required for a specific engagement and agreed in writing.

3. How we collect personal information

We collect information:

- Directly from individuals or client organisations
- Through our website, email, phone, or meetings
- As part of delivering learning, design, or consulting services

4. How we use personal information

We use personal information to:

- Respond to enquiries and proposals
- Deliver contracted services
- Communicate with clients and stakeholders
- Improve our services and operations
- Meet legal and contractual obligations

We do not use personal information for unrelated marketing without consent.

5. Disclosure of personal information

We may disclose personal information:

- To trusted contractors or service providers engaged to deliver services (under confidentiality obligations)
- Where required by law
- With client consent

We do not sell personal information.

6. Storage and security

We take reasonable steps to protect personal information from misuse, loss, unauthorised access, modification, or disclosure, including:

- Secure cloud-based systems
- Access controls and limited permissions
- Confidentiality obligations for staff and contractors

7. Access and correction

Individuals may request access to or correction of their personal information by contacting us. We will respond within a reasonable timeframe.

8. Complaints

If you believe we have breached this Privacy Policy or the Australian Privacy Principles, you may contact us. We will investigate and respond promptly.

Contact

For privacy enquiries:

Email: hello@antinous.com.au

www.antinous.com.au