

READYTAKEACTION COMMUNITY ACTIVATION PROGRAM

Privacy Statement

Last Updated: 24 June 2026

1. Our Commitment to Privacy

The Australian Disaster Recovery Organisation (ADRO) and ReadyTakeAction are committed to protecting the privacy of individuals who submit Expressions of Interest for participation in the ReadyTakeAction Community Activation Program.

This Privacy Statement explains how personal information is collected, used, stored, and disclosed.

2. Information We Collect

We may collect information, including:

Personal Information

- Name
- Email address
- Phone number
- Organisation (if applicable)
- Position or role within the community

Community Information

- Community name and location
- Population and demographic information
- Disaster history and risk profile
- Community needs and priorities
- Local support networks
- Infrastructure and facility information

Program Information

- Preparedness activities
- Community engagement details
- Volunteer participation information

- Feedback and survey responses

3. Why We Collect Information

Information may be collected to:

- Assess Expressions of Interest
- Communicate regarding the Program
- Plan and deliver community activations
- Evaluate program outcomes
- Secure sponsorship and funding support
- Produce impact reporting
- Improve future resilience initiatives
- Meet legal and governance obligations

4. Future Communications

By submitting an EOI, applicants may receive communications relating to:

- Program updates
- Community activation opportunities
- Roadshow announcements
- Resilience resources
- Future ADRO and ReadyTakeAction initiatives

Individuals may opt out of non-essential communications at any time.

5. Media, Photography and Storytelling

Communities participating in the Program may be invited to participate in:

- Photography
- Video production
- Interviews
- Community case studies
- Impact reporting

Where identifiable individuals are involved, separate consent may be obtained before publication.

Participation in media activities is voluntary.

6. Disclosure of Information

Information may be shared with:

- ADRO personnel
- ReadyTakeAction personnel
- Program delivery partners
- Funding partners and sponsors
- Government agencies where required by law
- Professional advisors assisting with program delivery

Information will only be shared where reasonably necessary for program operation, reporting, or compliance.

7. Storage and Security

Reasonable steps are taken to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure.

Information may be stored electronically using secure systems managed by ADRO, ReadyTakeAction, or authorised service providers.

8. Access and Correction

Individuals may request access to personal information held about them and may request corrections where information is inaccurate or incomplete.

Requests should be directed to:

admin@disaster.org.au

9. Retention of Information

Information may be retained for ongoing program management, future resilience initiatives, reporting obligations, historical records, and legal compliance purposes.

Information no longer required will be securely destroyed or de-identified where appropriate.

10. Contact Us

Privacy enquiries may be directed to:

Privacy Officer

Australian Disaster Recovery Organisation (ADRO)

Email: admin@disaster.org.au

Phone: 1300 71 71 50

Address: PO Box 220, Strathdale VIC 3550

Website: disaster.org.au

11. Australian Privacy Principles

ADRO is committed to handling personal information in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs).