

Privacy Collection Statement

The Privacy Statement summarises Emerald Grain Pty Ltd (ACN 109 203 054) and its subsidiary companies (**Emerald, Us, Our** or **We**) policy for handling your personal information which you may provide to Us when you:

- provide Us your details to manage your account;
- contract with Emerald;
- set up an account with Emerald;
- browse Our website or log into Grain Mate;
- participate in any reward programmes or competitions; and
- attend any of our workplaces.

1. Collection

Emerald collects personal information in a number of ways but usually through direct communication with you for example by telephone, email, when you set up an account with Us or in person.

2. Purpose of collection

Emerald collects personal information of individuals for the purposes of:

- recruitment and employment (**Employment Information**);
- administering the services it provides to grower sellers and customers (**Business Information**); and
- complying with its COVID19 health and safety plan which is required under the applicable state public health order or direction.

For these purposes, Emerald may disclose or receive personal information or documents about you to/from:

- its related bodies corporate, including those in Japan and Singapore;
- companies that are contracted by Emerald to operate Emerald Grain storage facilities,
- third parties such as referees, human resources and payroll services providers in relation to Employment Information,
- Our credit reporting agencies, accountants, service providers or other contractors in relation to Business Information,
- the National Grower Register Pty Ltd;
- your nominated agents or representatives;
- as required by law or law enforcement agencies; and
- the relevant health authorities when they request it for contact tracing purposes.

While you are not obligated to provide any personal information requested by Emerald, if you choose not to do so where We require this information, We are unlikely to be able to provide you with the services that you require including accessing our workplaces to receive Our services.

We do not sell or provide your personal information to third parties so that those third parties can directly market their goods or services to you.

3. Access, update and complaint

To access, update or make a complaint, please contact the Emerald Privacy Officer:

By telephone 03 9274 8888

By fax: 03 9274 8889

By email: jwhiting@emeraldgrain.com

By letter: Emerald Grain Pty Ltd Level 2, 600 Victoria St Richmond VIC 3121.

This Statement should be read in conjunction with our Privacy Policy, which sets out Our general procedures and practices with how to access your Personal Information and how you may complain about a breach of the Australian Privacy Principles and how We deal with such a complaint, also the collection, use, disclosure, storage of personal information. The Privacy Policy is available at emeraldgrain.com/home/sitemap/privacy-policy.