

BUILDING DESIGNERS' ASSOCIATION OF QUEENSLAND PRIVACY POLICY

Your Personal Information

Any association, like the Building Designers' Association of Queensland Inc t/a Building Design Queensland (hereafter BDQ) is required to collect and maintain a database of personal information about its members.

BDQ obtains, at the time of your application for membership, your name, business name (if applicable) and contact details all of which enables the association to maintain contact with you. This enables us to provide notices of all the services for which you joined.

In terms of complying with the Rules of Association, we are also required to obtain details of your professional experience, educational qualification and QBCC licence status. To allow us to promote your practice and to accurately represent the profession, we also have information on the type of work you undertake. We may also from time to time collect other information of a general nature.

BDQ always endeavours to maintain your contact details up to date and encourages each member to notify the office of changes to relevant information as changes occur.

All information is stored in buildings which are secured when not occupied and generally protected from unauthorised access. Only BDQ staff are authorised to access files containing personal information.

Use of Personal Information

Your personal contact details are kept on an electronic database for use by the association in maintaining contact with you, to advise you of activities and events which may be of interest to you, to inform you of the latest information on legislative and other industry changes and other similar activities.

Limited information is made available to the Association's corporate partners for the sole purpose of allowing them to keep you informed of the latest in building materials and products and services available to you and your client or project. Similar information may be made available to members of the public who seek information from BDQ about engaging a designer for a project.

BDQ does not keep files on individual members but may have files covering individual incidents such as complaints against members. Any member in such a position is contacted and provided with full details as part of the investigation of any incident.

The contact details and scope of work of members who have the membership category of Member or Life member will be displayed on the BDQ website www.findabuildingdesigner.com.au in order to promote their practice to people who are seeking the services of a building designer.

CONTACT US

P (07) 3067 7264
E admin@bdqld.com.au

bdqld.com.au

VISIT

Office 18 Building 1 Gateway Office Park
747 Lytton Road, Murarrie QLD 4172

Building Designers' Association of Queensland Inc t/a Building Design Queensland

ABN 95 624 658 023

ASSOCIATION NUMBER
IA07385

In accordance with the National Privacy Principles, any member, following a written request may have access to their personal information which BDQ has in its possession. Reasonable time must be provided for the association to comply with such a request.

Your Choice

Any member may request that their personal information as described above or any part of that information be not provided to corporate partners or members of the public as described above. Such a request must be in writing and addressed to the Executive Manager at the address on this document.

If you wish to continue to receive information from corporate partners and be referred to members of the public for design work you do not need to do anything but please keep us informed of changes of your details.

Disclaimer: Information, materials, and/or technical assistance are intended solely as informal guidance. However, neither the Building Designers Association of Queensland Inc (BDQ) nor any of its office-bearers, committee members, contractors or consultants give any representation or warranty as to the accuracy, reliability, completeness or timeliness of the information, nor do they accept any responsibility arising in any way (including negligence) for errors in, or omissions from, the information.

The information contained at this website provides general information only. You should obtain professional advice tailored to your specific circumstances and needs prior to making any decisions.

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