

Australia-United Kingdom Free Trade Agreement (A-UKFTA) Innovation and Early Careers Skills Exchange Pilot - Privacy Notice

This Privacy Notice explains how DFAT manages personal information collected through the Innovation and Early Careers Skills Exchange Pilot (IECSEP) in accordance with the [Privacy Act 1988 \(Privacy Act\)](#).

Why DFAT collects your information

DFAT collects your personal information:

- to assess and manage your application for a letter of support for IECSEP;
- to evaluate, audit or assess the A-UKFTA and other DFAT programs; and
- for research and development of Australian Government policies or programs.

What types of information will DFAT collect

To manage IECSEP, DFAT will need to collect your personal information as well as information pertaining to your current employment and your proposed employment in Australia. This will include:

- the information requested in the online application form seeking a letter of support from DFAT; and
- any information provided by third parties (such as your lawyer, migration agent, employer or the Government of the United Kingdom) during the application or assessment process; and
- any information contained in letters issued by your current employer and prospective Australian employer.

The categories of personal information (including sensitive information) collected may include your:

- name and contact details
- date of birth
- gender
- level of English
- educational qualifications
- citizenship and visa status
- biodata from your UK passport
- financial information including evidence of funds held in a bank account
- details about the occupation, and employment arrangements, that you will undertake for the prospective employer
- current employment details

How does DFAT collect information

DFAT will collect this information directly from you when you provide information with your application. DFAT will also collect your information from the Government of the United Kingdom and your current or prospective employer if it needs to confirm or verify information you provide. DFAT will also collect your information from third parties, such as your migration agent or legal practitioner, where such parties are assisting you with your application for a letter of support for IECSEP.

It is your choice what personal information you provide to DFAT in relation to the application. However, if you do not complete the application form and provide the letters issued by your current employer and the prospective Australian employer, DFAT may not be able to assess or manage your application.

How DFAT will use and share your information

DFAT will use and share any personal information to:

- manage the IESCEP, including to assess and manage your application for a letter of support for the IESCEP (this may include sharing it with the Government of the United Kingdom, your migration agent or legal practitioner and your current or prospective employer);
- evaluate, audit or assess IECSEP, the A-UKFTA and other DFAT programs; or
- government administration, research or service delivery.

DFAT may share your information with contractors or consultants engaged to assist DFAT.

DFAT uses the hosted grant management application SmartyGrants to receive and manage applications and requests for a letter of acknowledgement. Any of your personal information stored in SmartyGrants is only accessible by DFAT and SmartyGrants. SmartyGrants will manage your personal information in accordance with their [Privacy Policy](#).

With your consent, DFAT may also use or disclose your personal information for promotional, marketing and publicity purposes in connection with IECSEP or the A-UKFTA .

Sharing my information outside Australia

DFAT may share any information you provide with the Government of the United Kingdom and your current employer for the purposes of assessing or managing your application.

The UK General Data Protection Regulation (UK GDPR) applies to personal information disclosed to the UK Government. Information about the UK GDPR can be found on the website of the UK Information Commissioner's Office: <https://ico.org.uk/>.

With your consent, DFAT may also share your personal information for promotional, marketing and publicity purposes.

DFAT's Privacy Policy and contact details

DFAT's Privacy Policy (available at <https://dfat.gov.au/privacy.html>) contains important information including:

- how you can access and correct personal information DFAT holds about you; and
- how you can complain about a privacy breach.