

## THE HARRISON GROUP PRIVACY POLICY

### 1. THE HARRISON GROUP'S COMMITMENT TO PRIVACY

The Harrison Group is committed to managing personal information in accordance with the Australian Privacy Principles under the *Privacy Act 1988* (Cth) (**Privacy Act**), the Information Privacy Principles under the New Zealand *Privacy Act 2020* and in accordance with other applicable privacy laws. See below for further information about the Harrison Group.

We understand the importance of being open and transparent with you in the way in which we collect, hold, store, use and share your personal information. We take protecting your privacy very seriously.

We strongly encourage you read this document, so that you understand and are comfortable with how we handle your personal information. If you have any questions about this document, or about the Harrison Group's handling of your personal information, please contact us using the relevant contact details set out in **section 17**.

### 2. ABOUT THE HARRISON GROUP

The Harrison Group is a 100% Australian family-owned private group with a proud history of over 100 years. We are represented by our five separate entities.

The Harrison Group includes Clareville Pty Limited (ACN 003 038 668), Harrison Manufacturing Co Pty Limited (ACN 000 080 946) (**Harrison Manufacturing**), A S Harrison & Co Pty Limited (ACN 000 030 437) (**A S Harrison & Co AU**), Harrison Investments Pty Limited (ACN 649 333 497), Harrison SPARC Pty Limited (ACN 651 594 482) (**Harrison SPARC**), A S Harrison & Co Pty Limited (NZ) (NZCN 530 8601) (**A S Harrison & Co NZ**) and their Australian subsidiaries and affiliates from time to time (the **Harrison Group**).

The Harrison Group undertakes the following operations and services:

Entity	Our operations and services
<b>Harrison Manufacturing</b>	Harrison Manufacturing specialises in the development, manufacture and supply of high performance grease, lubricants, and advanced products and services (which include technical support).
<b>A S Harrison &amp; Co AU and A S Harrison &amp; Co NZ</b>	A S Harrison & Co AU and A S Harrison & Co NZ specialise in distributing manufactured chemical additives and providing associated services for certain industries (such as personal care, lubricants, food, agriculture and energy ).
<b>Harrison SPARC</b>	Harrison SPARC is a research and development company driving innovation as part of the Harrison Group's vision of positively shaping and contributing to a better world in a sustainable and ethical way.
<b>Harrison Investments Pty Limited</b>	Harrison Investments started in in 1974 and manages The Harrison Group's investments including property, buildings, tenants and focuses on strategically planning for group facilities requirements.

### 3. WHEN DOES THIS PRIVACY POLICY APPLY?

This Privacy Policy applies to all websites, subsidiaries, affiliates and businesses of the Harrison Group, including:

<https://harrison.com.au>  
<https://harrisonmanufacturing.com.au/>  
<https://asharrison.com.au/>  
<https://harrisonsparc.com.au/>

### 4. ABOUT THIS PRIVACY POLICY

This document sets out our policies for managing your personal information and is referred to as our **Privacy Policy**.

In this Privacy Policy, "**we**", "**us**" and "**our**" refers to the Harrison Group and "**you**" and "**your**" refers to any individual about whom we collect personal information.

This Privacy Policy sets out how we collect, store, process, use and disclose personal information (including personal information we collect, and personal information submitted to us, whether offline or online). For example, this can include:

- information we may collect when a customer creates an account with us or purchases our goods or services; and
- information we may collect when you interact with us (including when you visit one of our premises in person, when you visit our websites, or contact and communicate with us via our social media channels (such as via Facebook or LinkedIn), phone or online).

Other terms and conditions may apply to you such as:

- the privacy terms and conditions contained in the *Harrison Group Manufacturing's Standard Terms and Conditions of Trade* (as applicable to you); and
- the collection notices and privacy statements which may be provided to you at the time your personal information is collected.

### 5. WHAT IS PERSONAL INFORMATION?

"Personal information" is defined in the Privacy Act, and means information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- whether the information or opinion is true or not; and
- whether the information or opinion is recorded in a material form or not.

In this Privacy Policy, whenever we use the term "personal information", we are referring to this legal definition.

Personal information does not include:

- aggregated or de-identified data; or
- business-related information that does not identify a person, such as information about chemical or oil products, or business information that does not identify a person.

### 6. WHAT INFORMATION DO WE COLLECT ABOUT YOU AND HOW DO WE COLLECT THIS INFORMATION?

Normally we collect your personal information from you directly, however on occasion, we may also collect personal information about you from other people and organisations.

In summary, we may collect your personal information when you:

- create a customer account with us;

- make a purchase or complete purchase orders for our products or services (via phone, in person or electronically);
- communicate with us during competitions, special events and promotions;
- interact with us in person (such as when you visit one of our premises), via phone, email or online (including through our website or our social media channels), such as when you contact us to make an enquiry or give us feedback; or
- apply for a position with us (including for work experience).

We may also:

- in limited circumstances, receive personal information from another member of the Harrison Group;
- collect personal information from third parties (such as through acquisition of third party mailing lists and from organisations with whom we have an affiliation), to improve the personalisation of our offerings for you, and from our partners; and
- indirectly collect personal information about you from a customer when a customer has obtained your permission and provides your personal information to us so that we can contact you in order to conduct a trade reference check on that customer.

**Summary of personal information we collect and how we collect this**

Type of personal information	What this includes	How do we collect this information?
<p><b>Personal information and contact details</b></p>	<p>This may include your:</p> <ul style="list-style-type: none"> <li>• full name;</li> <li>• date of birth;</li> <li>• address;</li> <li>• email address;</li> <li>• phone number;</li> <li>• photo; and/or</li> <li>• signature.</li> </ul> <p>This may also include contact details for your emergency contact.</p>	<p>We may collect this information:</p> <ul style="list-style-type: none"> <li>• directly from you during our interactions with you (in person, via phone, email or online);</li> <li>• when you complete an application, consent, purchase, account sign up or similar form via our websites or otherwise;</li> <li>• from third parties who request our products and services on your behalf;</li> <li>• when you communicate with us during competitions, special events and promotions;</li> <li>• when you make purchases or complete purchase orders for our products or services (by phone, email, in person or electronically);</li> <li>• if you witness an incident at our premises, or if you get injured;</li> <li>• when you post information or otherwise interact with the websites;</li> <li>• when you participate in one of our surveys;</li> <li>• when you complete an application for, or commence, employment with us;</li> <li>• from our partners, business contacts, external service providers and suppliers (for example, delivery service providers);</li> <li>• indirectly, from a customer when a customer has obtained your permission and provides your personal information to us so that we can contact you in order to conduct a trade reference check on</li> </ul>

		<p>the customer; when you otherwise interact with us on a commercial basis; or</p> <ul style="list-style-type: none"> <li>by other means as reasonably necessary.</li> </ul>
<b>Payment information</b>	Financial and payment information, including bank details.	We may collect this information when your supplier account is set up, or when you are onboarded as a staff member.
<b>Workplace information</b>	<p>This may include:</p> <ul style="list-style-type: none"> <li>information relating to your work history;</li> <li>information about your education and qualifications;</li> <li>your working eligibility rights;</li> <li>your tax file number;</li> <li>health information and incident reports;</li> <li>your suitability for the role you are applying for; and</li> <li>details about your referees.</li> </ul>	<p>We may collect this information if you apply for a position at the Harrison Group (including if you are applying for work experience with us), as well as during the term of your employment.</p> <p>We use secure third party platforms to collect and store workplace information on our behalf.</p>
<b>Information collected during our interactions</b>	This includes details of your interactions with us, for example information you provide us when you make an enquiry or complaint.	<p>We may collect this information:</p> <ul style="list-style-type: none"> <li>when you visit one of our premises;</li> <li>when you contact us or we contact you;</li> <li>when you contact us via our websites or our social media channels;</li> <li>when you make an enquiry, provide feedback, or make a complaint (via phone, email or in person); and</li> <li>in your responses to customer satisfaction, service development, quality control, research surveys and similar activities.</li> </ul>
<b>Online and digital services information (including behavioural information)</b>	<p>We may collect information from you electronically, which includes information such as your IP address, and details about your device.</p> <p>Please see <b>section 12</b> for further information on the digital information we collect.</p>	<p>We may collect this information when you use our websites, via use of online behavioural technologies, such as cookies.</p> <p>Please see <b>section 12</b> for further information on the digital information we collect.</p>
<b>Video conferencing recording information</b>	This may include the voice and video recording, time, date, number and name of individuals on the call.	From time to time we collect this information when recording a Team's or other meeting on a video conferencing platform (for example, when training is conducted for staff or a particular business meeting is being recorded). We will let you know in advance if we are going to record such information.

<b>Camera surveillance information</b>	We may collect camera surveillance information which includes photographs or video recordings of you.	We may collect this information in circumstances where we use camera surveillance (e.g. CCTV) at our premises for the safety of our staff and customers.
<b>Information required to be collected by law</b>	We may collect information as required by law.	We may collect this as required.
<b>Publicly available online information</b>	We may collect information that is publicly available online, such as on online forums, websites, and social media channels (for example, information that relates to a complaint).	We may collect this directly from the publicly available source (e.g. on the online forum, website, or social media channel).

In some cases you may provide us with personal information which relates to another person (for example, an emergency contact, or a job referee). If you do so, you agree that you have received permission from these individuals for us to collect, use, and share, their personal information in accordance with this Privacy Policy. You should also let them know about our Privacy Policy (including the information in this Privacy Policy).

## 7. CAN YOU DEAL WITH US WITHOUT PROVIDING YOUR NAME?

Most of the time, you will have the option of not providing your name, or using a fake name, when you deal with us (where it is lawful and practicable). This includes for example, when you make a general enquiry.

In some circumstances however, we may need your real name as it may not be practicable for us to deal with you anonymously or pseudonymously on an ongoing basis. This means that if we do not collect your personal information, we may not be able to provide you with the products and/or services you have asked for.

## 8. WHY DO WE COLLECT, STORE AND USE YOUR PERSONAL INFORMATION?

We collect personal information that is necessary to provide you with our products and services, and to carry out our business.

We may use your personal information for purposes which are incidental to the sale and promotion of our goods and services, or for other purposes which are within your reasonable expectation or permitted by law.

The purpose for which we usually collect, store, and use your personal information depends on how you interact with us, but may include the following purposes:

<b>Purpose</b>	<b>Explanation</b>
<b>To perform a contract with you or the organisation you work for, or provide you or the organisation you work for with our products or</b>	<p>We may collect, store and use your personal information to:</p> <ul style="list-style-type: none"> <li>• import, manufacture, process, store, repackage and deliver products and provide services related to our manufactured goods as requested by you, including but not limited to: <ul style="list-style-type: none"> <li>○ preparing and delivering documents (including purchase order forms and other contractual documents); and</li> <li>○ managing payments, fees and charges.</li> </ul> </li> </ul>

<p><b>services when you are a customer</b></p>	<ul style="list-style-type: none"> <li>• communicate with you about products or services you requested and any other products and services you may be interested in (including to resolve any matters that require additional services or attention by us in relation to the products or services delivered to you);</li> <li>• manage our relationship with you;</li> <li>• review, manage and enhance our products and services, delivery of products and services to you, and your experience with us, including to develop insights on customer interaction with certain products and services, which insights are used in reports or other content developed by us; and/or</li> <li>• personalise your experience with us, including by communicating with you about, displaying and promoting our products and services (including to let you know about other products and services you may be interested in based on information you have provided us with).</li> </ul>
<p><b>Business-related purposes</b></p>	<p>We may collect, store and use your personal information to:</p> <ul style="list-style-type: none"> <li>• investigate any complaints about or made by you, or if we have reason to suspect you have breached any relevant terms;</li> <li>• process payments and administer your account, including to send you account-related reminders;</li> <li>• collect and recover money owed to us;</li> <li>• undertake trade reference checks, for example, when a customer has obtained your permission and provides your personal information to us, we may use your details to contact you about that customer's payment history in order to conduct trade reference checks; and</li> <li>• undertake administration and management-related activities.</li> </ul>
<p><b>To manage your working relationship with us (including if you are an employee or contractor)</b></p>	<p>We may handle your personal information to:</p> <ul style="list-style-type: none"> <li>• consider your suitability as a prospective employee;</li> <li>• manage our working relationship with you;</li> <li>• investigate incidents (including potential incidents) which occur at our factories or premises; and</li> <li>• collect, store and use your personal information for administration and management purposes.</li> </ul>
<p><b>To do business with you</b></p>	<p>We may collect, store and use your personal information if you interact with us on a commercial basis (such as if you are a service provider, manufacturer from whom we procure chemicals, contractor or supplier to us), or if you otherwise interact with us on a commercial basis.</p>
<p><b>To manage and improve our operations and business</b></p>	<p>We may collect, store and use your personal information to:</p> <ul style="list-style-type: none"> <li>• conduct the general operation and management of The Harrison Group, our manufacturing business, and to supply our services to you;</li> <li>• train staff (including Sales &amp; Marketing, IT, HR and finance teams);</li> <li>• test and maintain information technology systems;</li> <li>• maintain a safe and secure environment for our employees, customers and visitors to our factories and premises;</li> <li>• undertake security and risk management; and</li> <li>• manage payments and debt recovery.</li> </ul>
<p><b>Legal and regulatory requirements</b></p>	<p>We may collect, store and use your personal information where required or permitted by applicable laws and regulations.</p>

**To assist with any business, share sale or corporate restructure**

We may collect, store and use your personal information for the purpose of facilitating or implementing a transfer or sale of all or part of our assets or business or if we undergo any other kind of corporate restructure, acquisition or sale or in respect of a potential of corporate restructure, acquisition or sale.

**9. WHO DO WE SHARE YOUR PERSONAL INFORMATION WITH AND WHY?**

We may share your information with third parties:

- for the reasons for which we collect, store and use that information (see above in **section 8**);
- for other purposes explained at the time we collect your personal information; or
- where we are otherwise allowed or required to do so under law.

Some of the third parties we may share your information with include the following:

Recipient	Explanation
<b>Other members of the Harrison Group</b>	In limited circumstances, we may share your personal information between members of the Harrison Group (as appropriate). For example, because one member of the Harrison Group provides back end services or shared services (which includes IT, Finance and HR) to another Harrison Group member.
<b>Our partners, suppliers and other entities we do business with</b>	We may share your personal information with our partners and other entities we do business with to assist in providing our products and services. The kinds of third parties to whom we may disclose personal information to include delivery services providers, manufacturers, suppliers and distributors.
<b>Our service providers and advisors</b>	We may share your personal information with a variety of our service providers to assist us with providing, promoting, and managing our products and services. These may include our: <ul style="list-style-type: none"> <li>• IT service providers and third party data storage providers;</li> <li>• delivery companies;</li> <li>• HR portal provider;</li> <li>• marketing and communications agencies;</li> <li>• data analysis organisations; and</li> <li>• professional advisors and consultants (such as legal, insurance, auditors and financial advisors).</li> </ul>
<b>Persons you authorise</b>	We may share your personal information with persons who you authorise to receive information held by us.
<b>Corporate restructure</b>	We may share your personal information with third parties, whether affiliated or unaffiliated, for the purpose of facilitating or implementing a transfer or sale of all or part of our assets or business or if we undergo any other kind of corporate restructure, acquisition or sale. In this context, your personal information may be transferred to another entity (or if such a sale, transfer, acquisition or corporate restructure is being contemplated by us).
<b>Government and law enforcement agencies</b>	We may share your personal information with relevant regulatory bodies, government agencies and law enforcement bodies to comply with our legislative or regulatory obligations (such as to assist with police investigations).

**10. DO WE SHARE YOUR PERSONAL INFORMATION OVERSEAS?**

We generally collect your personal information in Australia. However, it is likely that we will share your personal information with overseas recipients located in New Zealand, the Philippines, United Kingdom, Malaysia, Vietnam and Singapore. These recipients include our service providers who may handle, process or store your personal information on our behalf.

For example, we may share your personal information with service providers who assist us with storing our data on secure data storage servers, or performing payroll functions.

We only ever share your personal information outside of Australia where we are permitted to do so under the Privacy Act. Generally this means we will take reasonable steps to ensure your personal information is treated securely and in accordance with applicable privacy laws.

There are other circumstances where we may disclose your personal information to an overseas recipient. For example, where you have provided your consent or we are otherwise permitted to do so under other relevant laws.

## 11. DO WE USE OR SHARE YOUR PERSONAL INFORMATION FOR DIRECT MARKETING?

When you provide your personal information to a member of the Harrison Group, we may use that personal information to send you direct marketing communications to keep you informed about products and services offered by the Harrison Group and carefully selected partners (i.e. manufacturers and suppliers who we partner with) which we think might be of interest to you based on your interactions with us.

For example, when you create an account with us, we may send you direct marketing communications and information about our products and services (including those provided by other members of the Harrison Group) that we consider may be of interest to you, or as otherwise allowed under applicable privacy laws.

We may communicate with you (and send electronic messages and tailored advertising) through various channels, such as via regular mail, email, SMS, telephone, or social media (including through targeted advertisements on certain websites and social media channels).

We will only send these communications in accordance with applicable privacy and marketing laws (such as the Privacy Act (including Australian Privacy Principle 7) and the *Spam Act 2003* (Cth)), and only where you have not opted out from receiving such communications from the relevant brand or service.

If you have indicated a preference for a method of communication, we will endeavour to use that method wherever practical to do so.

If a customer has shared your information with us so that we can contact you for trade reference purposes, we will not use your personal information for direct marketing purposes.

### ***How can you opt out?***

You are always in control of the direct marketing communications which you receive and can opt-out at any time. Generally you can opt-out by following the relevant opt-out or unsubscribe instructions in the relevant communication (such as email or SMS message).

You can also contact us using the details set out in **section 17** to tell us you would like to stop receiving direct marketing communications from us.

For cookies which use your personal information for direct marketing (such as targeted advertising) you can only opt-out by adjusting your device setting and online privacy settings (for advertising on certain websites and social media channels).

For more information about cookies, including how to opt-out of targeted advertising, see our Cookies Policy.

### ***Important points regarding opting out***

Importantly:

- if you are a customer of multiple members of the Harrison Group, even if you opt out from receiving direct marketing communications from one member of the Harrison Group (i.e. Harrison Manufacturing), this will not mean you are opted out from receiving direct marketing communications from communications of all members of the Harrison Group; and
- regardless of whether you opt out from receiving any or all direct marketing communications, we will still communicate with you if we are required by law to provide you with information, or in relation to the products or services we are providing you with (for example, in relation to delivery information for products, or sending you an invoice in relation to a transaction).

## **12. HOW DO WE INTERACT WITH YOU VIA THE INTERNET?**

### ***Third party links and sites***

When you use our websites or receive communications from us, links to websites which belong to other third parties may be included (and are provided for your convenience). You should make your own enquiries as to the privacy policies of these parties. We are not responsible for information on, or the privacy practices of, any third party websites.

### ***Website use and cookies***

You may visit our websites without identifying yourself. If you identify yourself (for example, by creating an online account or making an enquiry), any personal information you provide to us will be managed in accordance with this Privacy Policy.

Our websites also use cookies, including Google Analytics, to obtain a more detailed understanding of our websites' users and potential needs. A 'cookie' is a small file stored on your computer's browser, which assists in managing customised settings of the website and delivering content. We collect certain information such as your server address, domain name, the date, time and duration of your visit, and your browser type. Except where you volunteer personal or business information, we will not procure information about you via any alternative means while you visit our site. While we only use this as aggregated statistical information, depending on the circumstances, it may or may not be personal information.

At a high level, we use cookies for a variety of reasons, including to personalise your browsing experience (for example, by remembering your preferences and recognising you as a repeat visitor to our websites), to track statistics about the usage of our website, such as the total number of visitors to our websites and the types of internet browsers and operating systems used by visitors, and to more accurately target marketing and advertising campaigns. This allows us to better understand our users and improve the layout and functionality of our websites.

If you do not wish to receive any cookies (other than those that are strictly necessary) you can use the settings in your browser to control how your browser deals with cookies. However, in doing so, you may be unable to access certain pages or content on our websites.

Please see our separate Cookies Policy for further information about what cookies we use and information we collect online and through digital services.

## **13. HOW DO WE STORE AND PROTECT YOUR PERSONAL INFORMATION?**

We are committed to protecting your personal information, and ensuring that we securely store any personal information we collect (in accordance with applicable privacy laws), and that it is accessed

only by authorised persons. We may hold your personal information in hard copy (paper) or electronic form.

We take all reasonable steps to ensure that any personal information we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment protected from misuse, interference and loss, and from unauthorised access, modification or disclosure.

### **Security and storage of personal information**

<b>Form</b>	<b>Explanation</b>
<b>Paper-based files</b>	<p>We store personal information in paper-based files in secure storage. Personal information may be collected in paper-based documents and converted to electronic form for use or storage (with the original paper-based documents either archived or securely destroyed).</p> <p>We maintain physical security measures to ensure that personal information in paper-based files is protected, such as physical locks and security systems at our premises.</p>
<b>Electronic records</b>	<p>We store electronic records in secure databases, using trusted third party storage providers. We also maintain physical security measures in relation to storage of our electronic records (such as through locks and security systems at our electronic data stores).</p> <p>Using technical methods, we also maintain computer and network security. For example, we use firewalls (security measures for the internet) and other security systems such as user identifiers and passwords to control access to our computer systems.</p>
<b>Our websites</b>	<p>Our websites use encryption technology to ensure that your personal information is securely transmitted via the internet.</p> <p>We encourage you to exercise care when sending your personal information via the internet (for example, when communicating with us online, we ask that you do not include your full account or card details).</p>

## **14. HOW CAN YOU ACCESS OR SEEK CORRECTION OF YOUR PERSONAL INFORMATION?**

### **Access**

You are entitled to request access to any of your personal information that we have. To make such a request, please contact us using the relevant contact details set out below in **section 17**.

### **Correction**

We will take reasonable steps to ensure that the personal information we collect, use or disclose is accurate, complete and up-to-date. You can help us to do this by letting us know if you notice errors or discrepancies in information we hold about you and informing us of any change in your personal details (for example, if your email address changes or if you move and change address).

If you consider any personal information we have about you is inaccurate, out-of-date, incomplete, irrelevant or misleading, you are also entitled to request correction of the information (again, please contact us). After receiving a request from you, we will take reasonable steps to correct your information.

### **Declining request for access or correction**

We may decline your request to access or correct your information in certain circumstances in accordance with the applicable privacy laws. If we do refuse your request, we will provide you with a written reason for our decision. In addition, in the case we refuse your request for correction, we will include a statement about your request with the personal information we store.

## 15. HOW CAN YOU MAKE A QUERY OR COMPLAINT ABOUT THE HANDLING OF YOUR PERSONAL INFORMATION?

If you have any questions or concerns about this Privacy Policy or how we have handled your personal information, you may contact us at any time using the relevant contact details set out below in **section 17**.

Please also contact us if you have a complaint about privacy. Please provide us with as much information as possible, including details of any relevant dates and documentation, to aid in our investigation of your complaint. If you make a complaint about privacy, the following will occur:

#	Step
1.	We will first consider your complaint to determine whether there are simple or immediate steps which can be taken to resolve the complaint. We will generally acknowledge your complaint within a week.
2.	If your complaint requires more detailed consideration or investigation: <ul style="list-style-type: none"> <li>we will acknowledge receipt of your complaint within a week and endeavour to complete our investigation into your complaint promptly; and</li> <li>we may ask you to provide further information about your complaint and the outcome you are seeking.</li> </ul>
3.	We will then typically gather relevant facts, locate and review relevant documents and speak with the individuals involved.
4.	In most cases, we will respond to your complaint in writing within 30 business days from when we receive your complaint. If the matter is more complex or our investigation may take longer, we will let you know.

If you are not satisfied with our response to a complaint, or you consider that we may have breached the Privacy Act (including the Australian Privacy Principles), you are entitled to make a complaint to the Office of the Australian Information Commissioner (the Australian privacy regulator).

The Office of the Australian Information Commissioner can be contacted by telephone on 1300 363 992, or you can fill out this [form](#) to make a complaint about our handling of your personal information. Full contact details for the Office of the Australian Information Commissioner can be found online at [www.oaic.gov.au](http://www.oaic.gov.au).

If you are in New Zealand, the Office of the Privacy Commissioner (**OPC**). The OPC can be contacted by telephone on 0800 803 909 or by using the contact details on the website [www.privacy.org.nz](http://www.privacy.org.nz).

## 16. HOW ARE CHANGES ARE MADE TO THIS PRIVACY POLICY?

We may make changes to this Privacy Policy, with or without notice to you. However, where we make a material change to the Privacy Policy, we will provide notice to you (including by updating our websites, and, where appropriate, notifying you directly). We recommend you visit this Privacy Policy regularly to keep you up to date with any changes we make.

## 17. HOW CAN YOU CONTACT US?

You can contact us using the details below:

<b>The Harrison Group</b>	
<b>Phone</b>	(02) 8978 1000 You can contact us between 9am to 5pm, Monday to Friday AEST
<b>Email</b>	privacy.officer@harrison.com.au
<b>Postal address</b>	Privacy Officer PO Box 7002 Warringah Mall NSW 2100