

Systarah Services

Connect, Empower, Inspire

ABN: 736 515 541 36

Web: www.systarah.com.au

Contact: Helen Munn

Email: systarah@outlook.com

Privacy Policy

Introduction

This Privacy Policy outlines how Systarah Services ("we", "our", or "us") collects, uses, stores, and discloses your personal information in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs). By engaging with our business, you consent to the practices described in this policy.

1. Collection of Personal Information

We may collect personal information about you when you interact with us, including but not limited to your name, address, email address, telephone number, and payment details. This information may be collected directly from you or through your use of our products and services.

2. Use of Personal Information

We use your personal information for the following purposes:

- To provide and deliver our products and services
- To communicate with you about your account or transactions
- To respond to your enquiries and provide customer support
- To improve our products, services, and customer experience
- To comply with legal and regulatory obligations

3. Disclosure of Personal Information

We may disclose your personal information to:

- Our employees, contractors, and related entities
- Service providers who assist in operating our business
- Authorities when required or permitted by law
- Other parties with your consent or as otherwise permitted by the Privacy Act

We do not sell your personal information to third parties.

4. Data Security

We take reasonable steps to protect your personal information from misuse, interference, loss, unauthorised access, modification, or disclosure. These measures include physical, electronic, and managerial procedures to safeguard and secure the information we collect.

5. Access and Correction

You may request access to the personal information we hold about you, or ask us to correct it if you believe it is inaccurate, incomplete, or out of date. To do so, please contact us using the contact details above.

6. Overseas Disclosure

We may disclose your personal information to overseas recipients in the course of providing our services. If we do so, we will take reasonable steps to ensure that the recipient does not breach the Australian Privacy Principles in relation to your personal information.

7. Cookies and Website Tracking

Our website may use cookies and similar technologies to enhance user experience, analyse trends, and administer the website. You may refuse cookies through your browser settings, but this may affect your ability to use certain features of our website.

8. Changes to This Policy

We may update this Privacy Policy from time to time. The latest version will always be available on our website. We encourage you to review this policy periodically.

9. Contact Us

If you have any questions, concerns, or complaints about this Privacy Policy or our handling of your personal information, please contact us at: Email: Systarah@outlook.com

If you are not satisfied with our response, you may contact the Office of the Australian Information Commissioner (OAIC) at www.oaic.gov.au.

10. Effective Date

This Privacy Policy is effective as of 1st December 2025.