

Privacy Collection Notice



Why we collect your personal information

The University of Melbourne administers the McKinnon Prize in Political Leadership in collaboration with the Susan McKinnon Foundation. We are collecting and processing your personal information:

- to ensure McKinnon Prize nominations received are genuine;
- for individuals submitting nominations for the McKinnon Prize, where consent is provided, to facilitate contacting you if required to request further information on your nomination;
- for individuals who have been nominated for the McKinnon Prize, to seek your consent to be engaged in McKinnon Prize activities;
- to inform general business analysis, quality assurance, reporting and planning activities;

The “processing” of personal information refers to all activities relating to the management of your personal information, from its collection and use, through to its storage and disposal, and everything in between.

How we process your personal information

We will process your personal information as necessary for our legitimate interests, in accordance with applicable privacy laws, and only under the following circumstances:

- for the purpose for which it was collected; or
- a related purpose which you might reasonably expect; or
- where you have consented to the processing; or
- if we are required or permitted to do so by law.

We may share your personal information with contracted service providers or partners engaged by us to perform legitimate functions on our behalf, such as those outlined in this privacy collection notice.

We use the third-party survey platform Formstack to manage data gathered through McKinnon Prize nominations. We recommend you review Formstack’s [Privacy Policy](#) and [Terms of Use](#) to understand how they manage personal information.

Your information will be shared with the Susan McKinnon Foundation to enable joint administration of the McKinnon Prize.

In some instances, your personal information may be transferred outside of Victoria or Australia (for example, where providers are located internationally or use a cloud-based system with servers based in international jurisdictions). We take all reasonable steps to ensure that the interstate or overseas transfer of personal information is in accordance with our privacy obligations as outlined in the University’s [General Privacy Statement](#).

We will hold the personal information you provided us for no longer than three years. After this period it will be securely destroyed in compliance with the [University’s retention and disposal authority](#).

Further privacy information

Refer to the University's [General Privacy Statement](#) or [other privacy statements](#) for general information about how we process and protect personal information, including:

- our lawful basis for processing personal information;
- collection, use and disclosure of personal information;
- accuracy, security and storage of personal information;
- retention and disposal of personal information;
- your individual rights; and
- applicable privacy laws.

Refer to the University's [Online Privacy Statement](#) for information about how personal information may be automatically collected from you, such as through the use of cookies, as a result of your visit to websites controlled by the University.

Your rights

You may request access to, or correction of, your personal information we hold, or exercise your individual rights as applicable under relevant privacy laws, unless this would have an unreasonable impact on the privacy of others or would contravene the University's other legislative obligations.

If the lawful collection of your personal information is based on your consent, you have the right to withdraw your consent at any time. However, this will not affect the lawfulness of our processing of your information prior to you withdrawing your consent.

Contact

For further information you can contact us at mckinnon-prize@unimelb.edu.au.

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our [Privacy webpage](#), view the [University's Privacy Policy](#) or contact privacy-officer@unimelb.edu.au.