

# Privacy Statement

## Information collected through the 2023 WA Public Sector Census

This Privacy Statement provides information about the collection, use and disclosure of personal information in connection with the Public Sector Commission's roles and functions in conducting the 2023 WA Public Sector Census.

## Kinds of personal information collected and held

The census covers a range of topics including demographics, tenure, diversity and inclusion, education, job type, working conditions and workplace experiences.

Employees in the public sector and sworn police officers are encouraged to complete the census but it is not compulsory.

## How the information is acquired, stored and managed (including data quality and security)

The census does not collect:

- employee email addresses (agencies provide employees with a generic link or QR code to access the census)
- employee names
- dates of birth or specific salary information (answers are provided in ranges, not the exact figure).

Questions provide options for respondents to answer 'Prefer not to say'.

All data is stored in a secure environment that:

- meets industry data encryption standard 256-bit Advanced Encryption Standard (AES)
- is Infosec Registered Assessors Program (IRAP) assessed and certified by the Australian Cyber Security Centre at a PROTECTED level
- uses automated data processing to minimise access to individual level data.

Access to individual level data in the Commission is restricted on a need to know basis. User access permissions ensure only authorised staff have access to this data.

The 2023 Census data is subject to the Commission's records management plan and *State Records Act 2000*.

## Purposes for which information is acquired, used and shared

The Commission collects personal information in the census for statistical and workforce planning activities. These activities include the collection, compilation, analysis and publication of aggregate statistics about the WA public sector, its agencies and employees.

Census data is used to produce aggregate statistics (grouped in totals) to inform policy development, workforce planning and matters that impact the workforce. These are provided to WA public sector agencies. Aggregated statistics provided to a WA public sector agency may be shared by that agency to communicate results to their employees and respond to enquiries.

Individual responses are not provided to agencies. Information provided to each agency or published on [WA.gov.au](http://WA.gov.au) is aggregated and only when there are enough responses to maintain the confidentiality of individual responses. Text fields are limited to postcodes and language spoken. These are reported and made available to agencies.

External requests to the Commission for data are considered on a case by case basis, with the release of data requiring the Public Sector Commissioner's approval.

## Authority for collection

The Public Sector Commissioner has a number of functions and reporting requirements under the *Public Sector Management Act 1994*) relating to:

- the efficiency and effectiveness of the whole or any part of the public sector
- planning for the future management and operation of the public sector
- compliance with public sector standards and codes
- the state of administration and management of the public sector.

## Access to and correction of personal information

The survey does not ask for names or emails and uses generic links for distribution. This means employees cannot be identified on an individual level for the purpose of correcting personal information. Employees can review their responses and make any changes before submission.

## Further information

Visit [WA.gov.au/census](http://WA.gov.au/census).