

PRIVACY STATEMENT

STATEMENT

We are committed to managing personal information responsibility and protecting the privacy of individuals whose information we collect and hold.

PURPOSE

The purpose of the Privacy Statement is to set out our approach to how we collect, use, store, share and protect personal information.

SCOPE

This Statement applies to personal information we collect and hold in relation to Directors, Workers¹ and Others².

LEGISLATION AND OTHER REQUIREMENTS

We manage personal information in accordance with applicable privacy, information sharing and recordkeeping requirements, including:

- *Privacy and Responsible Information Sharing Act (WA) (PRIS Act)*
- Information Privacy Principles (IPPs)
- *Port Authorities Act 1999 (WA)*
- Relevant public records, information security and freedom of information legislation.

COLLECTION OF PERSONAL INFORMATION

What we collect

We may collect personal information including:

- Personal information including name, address, contact details, and date of birth
- Diversity information including ethnicity, age, sex and disability
- Medical information including employment medicals, fit for work assessments, drug and alcohol test results and blood type
- Sensitive information including tax file numbers, bank account details, employment or supplier agreements
- Operational information including access records, training records, and incident reports

We only collect personal information that is reasonably necessary for our operational, employment or statutory functions.

¹ 'Worker' any person who carries out work as an employee, contractor, subcontractor, self-employed person, outworker, apprentice or trainee, work experience student, employee of a labour hire company placed with a 'host employer' and volunteers.

² 'Others' could include, but not limited to, customers, suppliers, visitors, job applicants, or community members.



How we collect information

Where practicable, we collect personal information directly from the individual. We may also collect information from:

- Third parties such as recruitment agencies, medical providers, labour-hire companies
- Government agencies
- Contracted service providers

Where we collect information from a third party, we take reasonable steps to notify the individual or obtain consent where required, unless an exemption under the PRIS Act applies. We may collect information through online or paper forms, email, automated systems or verbally.

We take all reasonable steps to ensure the personal information we hold is accurate, complete and current.

USE AND DISCLOSURE OF PERSONAL INFORMATION

We use personal information for lawful purposes connected with our functions, including:

- Workforce management
- Safety and security
- Operational planning
- Compliance and reporting
- Stakeholder engagement

We may disclose personal information:

- Where authorised or required by law
- To other WA public sector entities under the responsible information sharing provisions of the PRIS Act
- To contracted service providers performing services on behalf of Mid West Ports
- With the individuals consent

STORAGE AND PROTECTION OF PERSONAL INFORMATION

We may store personal information in:

- Electronic Document and Records Management System (EDRMS)
- Payroll & HR Systems
- Cloud-based storage, which may involve offshore servers
- Occasional hard copy storage

We use appropriate privacy and security safeguards, including access controls, encryption, and secure disposal processes.

Third-party service providers that handle personal information on our behalf are also subject to contractual privacy and security requirements.

We will notify affected individuals, and the WA Privacy Commissioner, of any eligible data breach in accordance with the PRIS Act.



ACCESS, CORRECTION AND DISPOSAL

Individuals may request access to or correction of your personal information by contacting our Privacy Officer. We will respond as soon as reasonably practicable and in accordance with legislative requirements. We may require identity verification before providing access or making a correction.

Individuals may also request disposal of your personal information. However, we may be required to retain records to meet legal and regulatory recordkeeping obligations.

REPORTING

Where practicable, we use de-identified or aggregated data for reporting, planning, or compliance purposes. Information provided to third parties will not include names or other identifying markers unless legally required.

CONFIDENTIALITY

Our personnel involved in recruitment, operational processes or information handling must maintain strict confidentiality of personal information. Contracted service providers are required to comply with appropriate privacy, confidentiality and security obligations consistent with the PRIS Act.

COMPLAINTS AND CONTACT

Privacy enquiries, requests or complaints can be directed to our Privacy Officer at Privacy@midwestports.com.au. Where a complaint cannot be resolved internally, you may lodge a complaint with the WA Privacy Commissioner.

STATEMENT APPROVAL

This statement was approved by the Board on 26 August 2026 – Board Resolution no: 26/154/005

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Noel Hart
Chair

A handwritten signature in black ink, appearing to be "D Tully", written over a light blue wavy background.

Damian Tully
Chief Executive Officer