



PROPERTY
CONSULTANCY

CDC Website Privacy Policy

This is the privacy policy for the website with the domain name 'http://www.cdcproperty.com.au' (the "Website") belonging to CDC Property Consultancy Pty Limited ("CDC") and its associated entities and subsidiaries.

1. CDC are committed to protecting and respecting your privacy.
2. This policy (together with our terms and conditions of use and any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.
3. We may collect and process the data about you including information that you provide by filling in any forms on the Website. This includes (without limitation) information provided at the time of registering to use the Website; subscribing to any service on the Website; posting material or enquires requesting further services, enquires relating to employment vacancies; details of your visits to the Website and the resources that you access. We may also ask you for information when you report a problem with the Website.
4. If you contact us, we may keep a record of that correspondence.
5. We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
6. Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to the Website; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to prevent unauthorised access.
7. We use information held about you to ensure that content from the Website is presented in the most effective manner for you and for your computer, and to allow you to participate in interactive features of our service, when you choose to do so.
8. We may disclose your personal information if we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply the terms and conditions of the Website and other agreements.
9. The Website may, from time to time, contain links to and from the websites of third parties. If you follow a link to any of these websites, these websites have their own privacy policies and we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.
10. Any changes we may make to our privacy policy in the future will be posted on the Website.

Questions, comments and requests regarding this privacy policy are welcomed and should be directed to:
info@cdcproperty.com.au



CDC Company Privacy Statement

This is the privacy policy for the website with the domain name 'http://www.cdcproperty.com.au' (the "Website") belonging to CDC Property Consultancy Pty Limited ("CDC") and its associated entities and subsidiaries.

Statement

CDC is committed to protecting the privacy of our clients by pursuing world best practice policies and procedures in our dealings with personal information.

CDC will only collect personal information for specific purposes such as responding to enquiries, keeping clients informed of upcoming events, publications and products, and assisting us in improving our service. No personal information will be disclosed to other parties without the consent of the individual.

Any enquiries you may have regarding this matter should be referred to the Managing Director via: info@cdcproperty.com.au

Personal Information

When CDC wishes to collect personal information about an individual (such as name, contact information or other registration information) we will operate by these principles:

- We will expressly ask the individual for the personal information.
- When we ask the individual for personal information, we will advise how we intend to use that personal information if the individual chooses to give it to us. For instance, we may wish to use the personal information to personalise / tailor our services to the individual; to identify who we are communicating with or to inform the individual of further information relating to our services.
- If the individual wishes to review and make any necessary corrections to their Personal Information, they can e-mail their enquiry to info@cdcproperty.com.au

Why do we require Personal Information?

We collect, update and use personal information about individuals to develop and enhance our business relationship with them, including:-

- To provide requested services, bill for our services and collect overdue payments.
- For the research and development of new products and services
- To communicate our marketing offers
- To distribute CDC publications

How we collect Information

We will collect information directly from the individual, such as when the individual requests a product or service, when the individual participates in a marketing campaign or survey, when the individual opts to subscribe to our mailing list or when the individual has other dealings with us. On occasion CDC receives referred associates from individuals already on our database. When this occurs CDC will contact the referred individual and provide them the opportunity to opt in to giving their personal information.

Who will use the Personal Information?

CDC will not share, sell or trade personal information to any external party.



PROPERTY
CONSULTANCY

Information Security

We store personal information in a combination of secure computer storage facilities and paper based files. Only those employees of CDC who perform services on the individual's behalf are authorised to handle the personal information. CDC take reasonable steps to destroy or permanently de-identify personal information if it is no longer required.

Access to Personal Information

Following a request and in accordance with our obligations under the Privacy Act, CDC will provide an individual with a copy of their personal information. With the exception to the extent listed in Clauses 6.1.b, 6.1.c, 6.1.d and 6.1.e. of the Privacy Amendment (Private Sector) Act 2000 referred to in the Australian Privacy Principles.

Comments or Complaints

CDC aims to ensure that all personal information is accurate, up-to-date and complete. If an individual wishes to access or revise their personal information or believe that the privacy of their personal information at CDC has been compromised they can contact the Managing Director via: info@cdcproperty.com.au

Linked Websites

On the CDC web site (www.cdcproperty.com.au) we may provide links to third party sites. Since we do not control these sites and we encourage you to review the privacy policies posted on these third party sites. CDC is not responsible for any practices on linked websites that might breach privacy.

For more information about privacy in general, please refer to the Office of the Australian Information Commissioner's website www.oaic.gov.au

CDC Company Human Rights Policy

CDC Property Consultancy Pty Limited (“CDC”) is committed to respecting human rights. We expect high standards of human rights performance across our operations and supply chain. This commitment aligns with CDC’s values such as acting with integrity, courage and fostering an ethical culture where everyone embraces a sense of responsibility for doing the right thing in the right way. Respecting human rights across associated entities and subsidiaries business’ activities helps to uphold CDC’s core values and achieve our vision of creating long term, sustainable value for society.

CDC acknowledges its influence and impact on the human rights of a range of stakeholders, including as a provider of property consultancy services, employer, contractor, procurer, investor and philanthropist. We are committed to doing what matters by working closely with our stakeholders to identify and understand our impacts, to mitigate negative impacts and enhance positive ones.

Our approach is inclusive of the internationally recognised human rights set out in the United Nations Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, the International Covenant on Economic, Social and Cultural Rights and the eight (8) International Labour Organisation fundamental conventions encompassed by the Declaration on Fundamental Principles and Rights at Work. It includes a commitment to work to ensure that there is no modern slavery in our operations and supply chain.

We also recognise that in specific circumstances other international human rights law, voluntary principles and guidelines for business may support our decisions on how we best respect the rights of vulnerable populations or other rights-holders.

We commit to respecting the higher standard where national law and international human rights standards differ. If there is conflict between the two, we commit to respecting international human rights to the greatest extent possible.

Our approach

The United Nations Guiding Principles on Business and Human Rights guide the implementation of our policy commitment through our human rights due diligence processes.

The focus of our implementation is on the human rights that are most relevant to our operations and supply chain, which we have set out below. We will review our salient human rights issues on an annual basis.

We do not tolerate retaliation against human rights defenders who are acting to address human rights on behalf of individuals or groups.

Our focus

CDC is committed to the continuous work to ensure that there is no modern slavery and labour related harm from our operations and supply chain.

CDC is committed to the following principles:

1. No child labour or forced labour is used, and that employment is freely chosen.
2. Workers have fair wages and employment agreements.
3. Work hours do not exceed the maximum limit set by relevant legislation.
4. All workers are free to exercise their right to form and/or join trade unions and to bargain collectively.
5. Workers experience fair and equal treatment and access to opportunity, and enjoy a work environment that is free of discrimination, harassment, intimidation or coercion relating directly or indirectly to the protected attributes set out under discrimination below.
6. All workers’ health and safety is protected in the workplace.



7. Workers have access to fair procedures and remedies.

Discrimination

CDC is committed to inclusion and diversity, focusing on shared values, experiences and aspirations. Our leaders are accountable for promoting diversity and inclusiveness. We respect each other and draw strength from our differences.

We do not condone discrimination on the basis of protected attributes including, race, religion, national or ethnic origin, citizenship status, political opinion, age, marital or relationship status, carer responsibilities, sex, sexual orientation, gender identity, intersex status, pregnancy, parental status, breastfeeding, disability, veteran status, trade union activity or other legally protected status.

We expect the same from all our sub-contractors, suppliers and clients.

CDC is committed to creating a culture, workplace and relationships with our stakeholders where people feel like they belong. This includes continuing to improve the representation of people from diverse backgrounds across our business and working to ensure our people feel supported.