

Effective Date: May 2026

Business Name: Assess Consulting & RTO Standards 2025

Website: www.assessconsulting.co.au www.rtostandards2025.com.au

Contact Email: compliance@assessconsulting.com.au

Phone: 0438651227

Purpose

Assess Consulting & RTO Standards 2025 (“we”, “our”, “us”) is committed to protecting the privacy and confidentiality of personal information collected through our website, services, training, consulting activities and business operations.

This Privacy Policy explains how we collect, use, disclose, store and protect personal information in accordance with the Privacy Act 1988 (Cth), the Australian Privacy Principles (APPs), and applicable Australian laws and regulations. ([OAIC](#))

What Personal Information We Collect

We may collect personal information including, but not limited to:

- Full name
- Business or organisation name
- Email address
- Phone number
- Postal address
- Billing and payment information
- Website usage data and IP address
- Enquiry and consultation details
- RTO CRICOS GTO compliance information
- Employment or professional information
- Documents voluntarily submitted to us
- Training, audit or consultancy records

Where required for services, we may also collect sensitive information permitted by law and only where reasonably necessary.

How We Collect Personal Information

We may collect personal information when you:

- Visit our website
- Submit a contact or enquiry form
- Subscribe to newsletters or updates
- Engage us for consulting or compliance services
- Download resources or templates
- Participate in training, webinars or audits
- Communicate with us by email, phone or social media
- Make payments or request invoices

We may also collect technical information automatically through website analytics, cookies and security systems.

Why We Collect Personal Information

We collect personal information to:

- Provide consulting, compliance and advisory services
- Respond to enquiries and requests
- Deliver training and educational resources
- Manage client relationships
- Process payments and invoices
- Improve our website and services
- Maintain compliance with legal and regulatory obligations
- Send relevant updates, newsletters or marketing communications
- Protect website security and prevent misuse

Disclosure of Personal Information

We may disclose personal information to:

- Employees, contractors and consultants
- IT service providers and website hosting providers
- Payment processors and accounting providers
- Regulatory bodies where legally required
- Professional advisers including legal and financial advisers
- Cloud storage and software providers
- Government agencies where authorised or required by law

We do not sell personal information to third parties.

Some service providers may store data outside Australia. Where this occurs, we take reasonable steps to ensure information is protected in accordance with Australian privacy requirements. ([OAIC](#))

Website Analytics and Cookies

Our website may use cookies, analytics tools and similar technologies to:

- Monitor website traffic and performance
- Improve user experience
- Understand visitor behaviour
- Support website security and functionality

Users may disable cookies through browser settings; however, some website features may not function correctly.

Marketing Communications

We may send marketing emails, newsletters or updates relating to:

- RTO Standards 2025
- CRICOS and ESOS compliance

- GTO National Standards 2017
- Training products and services
- Regulatory updates
- Templates, audits and consulting services

You may unsubscribe at any time using the unsubscribe link or by contacting us directly.

Storage and Security of Information

We take reasonable steps to protect personal information from:

- Unauthorised access
- Misuse
- Interference
- Loss
- Modification
- Disclosure

Security measures may include:

- Secure cloud-based systems
- Password protection and multi-factor authentication
- Restricted access controls
- Secure document storage
- Cybersecurity and backup measures

Where information is no longer required, we take reasonable steps to securely destroy or de-identify it. (business.gov.au)

Access and Correction

You may request access to personal information we hold about you and request corrections where information is inaccurate, incomplete or outdated.

Requests should be submitted in writing to the contact details below.

We may require identity verification before releasing information.

Complaints

If you believe your privacy has been breached, you may contact us using the details below.

We will investigate complaints and respond within a reasonable timeframe.

If you are not satisfied with our response, you may contact the:

[Office of the Australian Information Commissioner \(OAIC\)](#)

Third-Party Websites

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of external websites.

Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in legislation, business operations or compliance requirements.

The most current version will always be available on our website.