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## Privacy Policy

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### Purpose

Atlas Specialty Metals Pty Ltd and its related entities (“**Atlas Steels**”/“**Us**”/“**We**”) are committed to protecting the privacy of customers and other partners by complying with the Australian Privacy Principles under the *Privacy Act 1988*. This is set out in this Privacy Policy.

We may revise this Privacy Policy from time to time by posting a revised policy on our intranet & website.

### Collection

We only collect personal information about you that is necessary to conduct our business. We collect the information that you provide in the Application for Commercial Credit and in communications with you, including emails.

If you do not provide us with the information we request we may be prevented from delivering our products and services, from communicating with you and/or from improving our product and service offering.

### Use

We use personal information collected to consider and assess applications for credit; to supply products and services; to manage your accounts and, if necessary, collect debts. We may also use it to help identify other products and services that you might purchase; help us improve our product and services offering; and to support marketing of our products and services.

### Disclosure

We will not provide your personal information to third parties for the purpose of enabling them to market their product and services to you.

We may disclose your personal information to our related bodies corporate or associated companies, outsourcers, contractors, other credit providers whether or not your account is overdue and, if necessary, our Risk Insurers, debt collectors and Credit Reporting Agencies. Your personal information may be disclosed to potential buyers of Us who will be under undertakings of confidentiality.

If any of these parties are located outside Australia, they will be required to comply with the APPs.

### Security & Confidentiality

Atlas Steels takes all reasonable security measures to protect personal information from loss, unauthorised access, destruction, misuse, modification or disclosure.

### Openness, Access, Correction and Complaint

If you have any complaints about how we are handling your Personal Information please contact our Privacy Officer. We will investigate and respond to you in a timely manner. Our Privacy Officer can also assist if you would like to view your personal information or request changes to it.

Privacy Officer  
Head Office  
33-47 Dohertys Road  
Laverton North Vic 3026