

Covid-19 Privacy Notice

Why is this required?

This privacy notice is intended to both inform and reassure you with regard to the handling of your personal information by HSBC and members of the HSBC Group in response to the Covid-19 pandemic. This **Covid-19 Notice** is supplementary to our main [Privacy Policy](#) which applies to our processing of your personal information.

If you'd like to get in touch with us, you can also find contact details set out in the 'Contact us' section below.

Wherever we say 'you' or 'your', this means you or any authorised person who engages with us on your behalf (e.g. where you have authorised any agency to liaise with us on your behalf).

When we say 'HSBC', 'we' or 'our', we mean HSBC Bank Australia Limited (ABN 48 006 434 162), unless otherwise stated.

What additional Covid-19 information is collected?

In support of the global response to the Covid-19 pandemic, we may need to collect, use, retain and disclose certain health and other personal information about you.

The information will generally come directly from you because you have volunteered to provide that information to us, or because you are under a legal obligation to provide the information to us pursuant to applicable laws, including Federal and / or State public health orders. It may come from your employer where they are authorised to share that information with us.

The additional information we collect and handle may include:

- information relating to your Covid-19 testing status, including rapid antigen testing information;
- Covid-19 vaccination status, including any information contained on an approved immunisation certificate or medical exemption certificate;
- personal contact details, including proof of your home address; and/or
- personal and travel information such as those contained on any travel permit issued under applicable Federal and/or State public health orders.

Where you do not provide the relevant personal information, when requested, HSBC may not be able to permit you entry onto HSBC premises or sites, or other restrictions may apply to you.

For what purposes is the information collected and shared?

We will collect, use, retain, share and otherwise handle your personal information provided under this Covid-19 Notice for the following purposes:

- to comply with our obligations under applicable laws and regulations, including to comply with Federal and/or State public health orders during the period of this outbreak; and/or
- to provide to law enforcement, but only where required by applicable laws.

How we will use and disclose your personal information?

We will only collect and handle the minimum amount of your personal information as is reasonably necessary to meet the purposes stated above in line with applicable regulations and laws.

As such, we will only collect, use, retain, share and handle your Covid-19 health and other personal information on a 'need to know' basis where:

- we have your consent to do so, and only where reasonably necessary to prevent or manage the risks of Covid-19 in our workplace or directly related to continuing the safe running of our business; or



- we have another lawful reason to do so, including to comply with applicable Federal and/or State public health orders or to share with law enforcement; or
- where necessary in order to lessen or prevent a serious threat to the life, health or safety of any individual, or to public health and safety (and it is impracticable to obtain your specific consent).

In some cases, your personal information may be transferred to and stored in locations outside Australia, including overseas countries which may not have privacy and data protection laws that provide the same level of protection as Australia. For a list of these overseas countries, please visit our [website](#).

How long do we keep this information?

Any personal information collected, used, shared or handled under this Covid-19 Notice will be retained by us only for as long as necessary in order to manage the Covid-19 pandemic and its outcomes, unless there is another lawful purpose or regulatory obligation for us to retain this information beyond this period.

What we need from you

You're responsible for making sure the personal information you give us is accurate and up to date, and we encourage you to tell us if anything changes as soon as possible.

The absence or inaccuracy of any records you provide to us may affect your legal rights; and we, or you, may be prevented from complying with legal and regulatory obligations.

Further information?

Further information on the collection and retention of Covid-19 personal information and current Federal and State Public Health Orders is available [here](#). For NSW specifically, information is available [here](#).

For more information on how we manage your personal information, please see our [Privacy Policy](#).

Contact us

If you'd like further information on anything we've said in this Covid-19 Privacy Notice, please contact us by Phone (within Australia, toll free, 8am to 7pm AEST): 1300 308 188 or write to our Privacy Officer, at HSBC Bank Australia Limited, GPO Box 5302, Sydney NSW 2001.