

# Privacy Collection Statement

## Government Land Planning Service

This Privacy Collection Statement relates to all addresses collected by the Government Land Planning Service (GLPS). The GLPS undertakes notification for changes to planning provisions for land owned or proposed to be owned by the Victorian Government.

The GLPS is part of the Department of Environment, Land, Water and Planning (DELWP) and all data collected by DELWP is handled in accordance with the *Privacy and Data Protection Act 2014*.

All information obtained is subject to DELWP's Privacy Policy which seeks to protect personal information from misuse, loss, unauthorised access, modification or disclosure. The Department's Information Privacy Policy is online at [www.delwp.vic.gov.au/privacy](http://www.delwp.vic.gov.au/privacy).

### Use of your addresses

The information requested will be used solely for the purpose of advising property owners and occupiers of proposed changes to the planning provisions and any decision made. Natural justice to participants and transparency are important parts of the GLPS process. In meeting its legislative requirements and complying with the Terms of Reference, the GLPS may do the following with your addresses:

- Prepare mail merges for all addresses provided
- Send notification material and notice of any decision made to all addresses provided

### After the GLPS sends out notifications

When the GLPS have completed the notification process, your addresses will be marked as final kept on an internal database that will be password protected by the GLPS.

If you have any concerns in respect to the way your addresses will be used please contact the GLPS on (03) 8392 5593 or email [glp.service@delwp.vic.gov.au](mailto:glp.service@delwp.vic.gov.au).

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