



# Authorised officer personal details consent form

## Australian Plant Exports

This form is to be used by an authorised officer to either consent or not consent to having their personal details made available on the public register. All parts of this form are mandatory.

### 1. Personal / contact details

AO number (if known)

Family name

Given name/s

Preferred contact phone number

Email address

Employer name

### 2. Consent declaration

I consent to having my personal details on the department's website and am aware that my personal information will be handled in accordance with the 'protecting your privacy' notice at section 4 of this form.

Yes  No

I have informed my employer that their organisation name may be published on the department's website and that their personal information will be handled in accordance with the 'protecting your privacy' notice at section 4 of this form.

Yes  No

### 3. Applicant Declaration (Clearly print full name)

I,

-----  
declare that the information that I have given and the statements that I have made in, or in connection with this form are true and correct.

Signature

Date

**Completed form to be email to:**

[PlantExportTraining@aff.gov.au](mailto:PlantExportTraining@aff.gov.au)

If you have any questions about this form please contact an AO Administrator at:  
[PlantExportTraining@aff.gov.au](mailto:PlantExportTraining@aff.gov.au)

### 4. Protecting your privacy

'Personal information' is defined in the *Privacy Act 1988* (Privacy Act) and includes information or an opinion about an identified, or reasonably identifiable, individual.

The Department of Agriculture, Fisheries and Forestry collects your personal information (as defined by the Privacy Act) in relation to this form for the purposes of determining your eligibility for appointment as a Plant Export authorised officer and related purposes. If you fail to provide some or all the

personal information requested in this form, we will be unable to process your application.

The department may disclose your personal information to other Australian government agencies, persons or organisations where necessary for the above purposes, provided the disclosure is consistent with relevant laws, in particular the Privacy Act. Your personal

information will be used and stored in accordance with the Australian Privacy Principles.

See the departments [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.