**Permission to disclose protected information**

# Appointment under section 291 of the *Export Control Act 2020*

Important information when filling in this form

* Providing false or misleading information in this application is an offence (see sections 136.1, 137.1 and 137.2 of the Criminal Code and sections 367, 368 and 369 of the *Export Control* *Act* *2020*).
* Incomplete forms will not be processed until the missing information is provided.
* If completing this form manually, PLEASE PRINT AND USE BLOCK LETTERS.
* Please mark check boxes with ‘X’.
* \* denotes information that is mandatory.
* Completed forms must be emailed to [PlantExportTraining@aff.gov.au](mailto:PlantExportTraining@aff.gov.au)

|  |  |
| --- | --- |
| 1. Personal details | |
| **Title:** |  |
| **\* Surname:** |  |
| **\* First name:** |  |
| **\*** **Authorised Officer (AO) number:** |  |
| **Preferred name:** |  |
| **Middle Name/s:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 2. \*Contact details  ***It is your responsibility to notify the department of any changes to your contact details.*** | | | |
| **Postal Address:** |  | | |
|  | | |
|  | | |
| **Town/Suburb:** |  | | |
| **State:** |  | **Post Code:** |  |
| **Phone Number:** |  | | |
| **Mobile Number: #** |  | | |
| **Email: ##** |  | | |

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| 3. \*Disclosure of protected information | | | |
| In accordance with section 395(2) of the *Export Control Act 2020*, protected information can only be disclosed if the person to whom the information relates has expressly consented.  Please provide details of the person/s you want your protected information disclosed to¥. | | | |
| **Full Name:** |  | | |
| **Company Name:** |  | | |
| **Email:** |  | | |
| **Postal address:** |  | | |
|  |  | | |
| **Town/Suburb:** |  | | |
| **State:** |  | **Post Code:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name:** |  | | |
| **Company Name:** |  | | |
| **Email:** |  | | |
| **Postal address:** |  | | |
|  |  | | |
| **Town/Suburb:** |  | | |
| **State:** |  | **Post Code:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name:** |  | | |
| **Company Name:** |  | | |
| **Email:** |  | | |
| **Postal address:** |  | | |
|  |  | | |
| **Town/Suburb:** |  | | |
| **State:** |  | **Post Code:** |  |

¥ Please attach a separate sheet if additional person/s are required.

|  |  |  |  |
| --- | --- | --- | --- |
| 4. \* AO declaration | | | |
| I, (clearly state full name) being an appointed AO under section 291 of the *Export Control Act 2020* confirm that:   * I consent to the disclosure of my protected information with person/s to listed above * the information I have given and the statements that I have made in, or in connection with, this form are true and correct * I understand that giving false or misleading information is a serious offence. | | | |
| Signature: |  | Date: |  |

|  |
| --- |
| 5. Privacy notice |
| Personal information means information or an opinion about an identified individual, or an individual who is reasonably identifiable.  The Department of Agriculture, Fisheries and Forestry collects your personal information (as defined by the *Privacy Act 1988*) in relation to this form for the purposes of identifying those person/s to whom your protected information under the *Export Control Act 2020* can be disclosed. If you fail to provide some or all of the personal information requested in this form, we will be unable to process your form.  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 1988* (Privacy Act). Your personal information will be used and stored in accordance with the Australian Privacy Principles.    See the department's ​Privacy Policy to learn more about accessing or correcting personal information or making a complaint. Alternatively, email the department at [privacy@aff.gov.au](mailto:privacy@aff.gov.au)​. |