**DEPARTMENT OF FINANCE**

**ASSURANCE REVIEWER SERVICES**

The Department of Finance (Finance) maintains a Register of Assurance Reviewers (the Register) for potential suppliers who may wish to provide Assurance Reviewer services to Finance.

To join the Register, potential suppliers are required to submit a completed Supplier Details Form and Reviewer Details Form, as well as a CV. This will include personal information about the supplier’s representative (such as their name and contact details) and Assurance Reviewers (such as their name, contact details, citizenship).

Information provided by potential suppliers will be used by Finance for purposes relating to the procurement of Assurance Review services, as required by Finance from time to time.

From time to time, Finance may be contacted by other Commonwealth, State and foreign government agencies who wish to engage Assurance Reviewer services. Subject to consent, Finance will provide potential suppliers’ details (including information relating to representatives and Assurance Reviewers) to those other entities.

Further information about how Finance handles personal information is set out in our Privacy Policy, available at: <https://www.finance.gov.au/publications/privacy-policy/summary>.

**CONSENT TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**

***Note:*** *This consent form is to be completed for each representative and Assurance Reviewer for a potential supplier for Assurance Review services.*

|  |  |
| --- | --- |
| **Name of Supplier (Service Provider)** |  |
| **Name of Individual**  |  |
| **Role** | I am: *(tick the following as applicable)*□ the nominated representative□ an Assurance Reviewerin relation to the above-named supplier. |
| **Acknowledgement / Authorisation** | I have read the information in this form relating to the handling of personal information provided to the Department of Finance (Finance) for the Register of Assurance Reviewers (the Register).I understand and acknowledge that:* Finance will use my personal information for the purposes of maintaining the Register and engaging Assurance Reviewer services;
* my personal information may be provided by Finance to other Commonwealth, State and foreign government entities who wish to engage Assurance Reviewer services; and
* Finance will not be responsible under the *Privacy Act 1988* (Cth) for the mishandling of personal information by a foreign government entity.
 |
| **Signature** |  |
| **Date** |  |