

Privacy Statement

Personal information collected by the Pacific Islands Forum Secretariat (“the Secretariat”) will not be released for any form of commercial gain and will be maintained in a secure location.

1. Collecting Your Personal Information

The Secretariat understands that potential applicants or applicants may have concerns about their privacy and the confidentiality and security of information that the Secretariat may obtain about them.

The Secretariat is dedicated to ensuring that your personal information is protected as set out in the Secretariat’s Personal Information Protection Policy 2021 and the Secretariat endeavours to meet best practice locally and international on the protection of personal information as set out below.

2. What If You Do Not Provide the Personal Information the Secretariat Require?

Failure to provide the information sought by the Secretariat, for the purposes detailed may not enable the Secretariat to complete process your application properly or at all.

3. How Does the Secretariat Secure Your Personal Information?

We take appropriate measures to ensure that all personal information is kept secure including security measures to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal data to authorised personnel of the Secretariat. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

To prevent any unauthorised access to your information, the Secretariat has installed computer and network security, including encryption, password protection processes, anti-spy ware and firewalls. Only authorised personnel of the Secretariat have access to the data file information. Hard copies of personal information are stored in secure locations to prevent any misuse of the information.

The Secretariat, has reviewed and endorsed the security measures put in place on this recruitment platform.

Unfortunately, the transmission of information via the internet is not completely secure. Although, we will do our best to protect your personal information. We cannot guarantee the security of your data transmitted through any online means, therefore any transmission remains at your own risk.

4. To Whom Do We Disclose Your Personal Information?

Personal information will only be used or disclosed solely by the Secretariat, as allowed by the Secretariat’s Personal Information Protection Policy 2021.