



GENERAL PRIVACY POLICY

Opica Group Pty Ltd, its related parties, associated entities, business and personnel (“We/Us/Our”) value your privacy and accordingly we set out the Privacy Policy which applies to our websites at www.opicagroup.com.au, www.reliecheck.com.au & www.relie.com.au and the service that we provide as a result via these websites (the “Service”).

This document explains what personal information we may collect from users of our site and what we may do with that information. We update our policy from time to time and recommend for you to revisit our websites regularly to see the latest copy of our Privacy Policies as changes will come into effect when the updated Privacy Policies are posted to the websites above. We are committed to protecting your privacy and provide information and privacy practices for our website, our software and our services.

If you have any further questions about our Privacy Policies, email us at support@opicagroup.com.au or contact us on 1300 095 039 and ask for the Privacy Officer or Chief Executive Officer.

- **WHO ARE WE?**

This website and the Service is owned and operated by Opica Group Pty Ltd ACN 616 471 008 (Opica” or “Relie”), registered in Australia under ASIC with offices operating in Sydney & Melbourne.

- **COLLECTION AND USE OF PERSONAL INFORMATION**

Our sites collect personal information about you when you use our Services. If, in the use of the Services, you voluntarily provide us with personally identifiable information about yourself, such as your name, address or telephone number, we will collect and store that personal information and by using that link you consent to us doing so.

- **CONTROL AND PROCESSING OF PERSONAL INFORMATION**

We process personal data on behalf of our customers, who use our Service to gather information about an application you have made to them. We, as the Data Processor and for the purposes of the Data Protection Act 1998, do not make independent decisions about how your personal information is processed in order to provide the Services to our users.

- **SHARING OF PERSONAL INFORMATION**

It may be necessary for the operation of our service to disclose personal information to: our employees and agents, and any future group companies and their employees and agents, for communicating with you. Because of us disclosing your personal information to any of the parties mentioned above, you consent to your personal information being held by us and additionally by the parties mentioned above for the purposes of providing the Service. We will not disclose your personal information to anyone other than those parties set out within this Privacy Policy without your consent unless the law requires us to do so.



- **SECURITY OF PERSONAL INFORMATION**

We take the security and disclosure of personal information very seriously and as such we will not sell, trade, rent or otherwise provide personal information sent to us via our site to any third parties save as set out above. We are mindful of the importance of upholding the security of information under our control. All data collected through our site that is stored electronically, is stored on secure servers, and we have stringent security and confidentiality procedures covering the storage and disclosure of such information, in accordance with the Data Protection Act 1998. We endeavour to take all reasonable steps to protect the privacy of your personal information. However, we cannot guarantee the security of any personal information you disclose on-line. You accept the inherent security risks of providing information and transacting over the Internet and will not hold us responsible for any breach of security, unless this is due to our negligence or wilful default.

- **OTHER WEBSITES**

Some websites that have links to and from our site from time to time may collect personal information about you when you access or utilise those links. We do not control the collection or use of such information, and the practices of those websites are not covered by this Privacy Policy. Some websites that have links to and from our site from time to time may also use their own cookies. We have no access to, or control over these cookies, and you are advised to check the cookie policies on such other websites or to amend your site browser's settings with respect to cookies accordingly.

- **INDEMNITY**

By using our website, you agree to indemnify and hold harmless Opica Group Pty Ltd, its related parties, associated entities, business and personnel from and against any and all losses, claims, damages, costs and expenses (including reasonable legal and accounting fees) that we may become obliged to pay, arising or resulting from your use of our website, the content, or your breach of this Privacy Policy and the Terms of Use of which they are a part. We reserve the right to assume or participate, at your expense, in the investigation, settlement and defence of any such action or claim.

- **SECURITY**

We maintain our servers in a highly secure server environment with 24 X 7 monitoring, surveillance and support to prevent unauthorized access and data security. Advanced security measures including firewalls, security guards and surveillance are taken to ensure the continued service and protection of our services from natural disaster, intruders and disruptive events.



- **PASSWORDS AND LOG-IN CREDENTIALS**

Your passwords and other log-in credentials do not pass through our servers nor those of our service provider partners. When you enter this confidential information into the Service, it goes straight to the secure website which you authorise to access on your behalf. Neither We, our employees nor any of our contractors or service provider partners can obtain or access your passwords or other log-in credentials entered in our software. We will also never ask you for your passwords or other log-in credentials via mail, email or telephone or in any other unsolicited manner.

- **INFORMATION WE COLLECT**

Our application collects, encrypts and securely transfers confidential, personal information. By downloading or connecting to the application, entering their secret log-in credentials and other information required from time to time to complete a form on our website or in our Service users consent to us providing this service to service provider partners, requesting and paying for verification of specified information. We may store this confidential, personal information for a period of no longer than 365 days after we have collected it. Once it has been received by our service provider partners, we may delete it permanently, or choose to store it for upto 365 Days. We may collect limited personal information from users who download or use our Service, as required by a service provider partner. This data may include details relating to your names, email address, a reference number and/or other identifying data provided by a service provider and We may use this information to authenticate users and implement our verification service. We may collect and log aggregate user statistics and website traffic and such information may include traffic statistics, date and time of visits, device and browser type used to access the service or frequency of visits. Other than as required by Us, or one of our service providers and agreed by you or as disclosed in this Privacy Policy, at no time will We disclose identifiable personal information to any third parties without your express, written consent.

If you have any further questions about our Privacy Policies, email us at support@opicagroup.com.au.

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