



It is Optiscan's policy to comply with the National Privacy Principles set out in the Privacy Act 1988. We do so not only because of our legal and ethical commitment to compliance with the law. We value and respect the relationships we hold with our shareholders, customers, and other individuals with whom we deal, and we respect their desire for privacy. In particular, we acknowledge the right to privacy in relation to sensitive health information that is derived from the use of our products in medical and clinical trial environments.

### **Collection of Personal Information**

Optiscan does not intentionally or consciously collect sensitive information (as defined in the federal privacy law) about non-employees. Optiscan comes into possession of personal information during the ordinary course of conducting its business. Such information is collected purely for the purpose of serving its business needs, or the needs of its shareholders, customers and other persons to whom it has a commitment. Where appropriate and practicable, such information is de-identified and stored as anonymous information. Optiscan does not collect personal or sensitive information without the prior consent of the individual.

If Optiscan receives, although it has not sought, personal information about individuals from them or from other persons, it only retains it in a record if it is necessary for Optiscan's functions or business activities and if it can comply with federal privacy law in relation to it.

### **Types of Personal Information**

The following types of personal information are collected by Optiscan, incidental to, and in the ordinary course of, its business:

1. Information or opinion about capabilities, performance, character, and other attributes of employees, contractors, customers, and suppliers, as well as tax identifiers, bank details, insurance and other common commercial information
2. Information about addresses, financial product holdings and transactions, bank accounts, tax identifiers and other identifiers of holders or potential holders of securities, financial or other products issued by Optiscan, collected in the course of responding to applications, and from the maintenance of relationships and registers (including through its external securities registrar), in part required by the Corporations Act 2001;
3. Information supplied by customers, collaborators and other users of Optiscan's products, which provide functionality to collect and store data;
4. Information about officers, employees and other representatives of corporations with whom Optiscan deals, obtained in the course of dealing with those corporations, where such information may include personal attributes, details of the titles and roles, points of contact and means of communication with such persons.



**Protection of Personal Information**

Information is stored in both hard copy and electronic records, in storage systems, which permit lawful access by only those Optiscan officers, employees, contractors or associates who require access to perform their functions. Information is destroyed when it is no longer useful or it is unreliable and cannot be corrected.

**Disclosure of Personal Information**

Optiscan only uses personal information for the purposes for which it was collected, which may include meeting its statutory and contractual obligations, achieving compliance with the law, company policy and contracts, making payments, and communicating with the individual concerned.

Optiscan only discloses the personal information as required by law. It may be disclosed to contractors, associates or advisors in the course of the performance of their duties, and such disclosure would be subject to equivalent privacy commitments. It is conceivable in an extreme situation, but not anticipated, that such information could be disclosed if it is both important for the individual and is permissible under federal privacy law, for example, in the case of a health or safety threat.

Optiscan does not disclose personal information (other than names, roles, and contact details of Optiscan representatives) to other persons offshore in the ordinary course of its business. It would only do so if appropriate privacy protection was in place or, with the concurrence of the individual concerned.

Personal information is not used or disclosed unless Optiscan is confident that it is accurate, complete and current. If information is known to be inaccurate, incomplete or out of date, it will be corrected, or if not required, it will be destroyed.

**Access to Information**

Optiscan will allow an individual access to personal information about himself or herself, except to the extent that it is entitled to deny access under federal privacy law, and there are reasonable grounds for such action. Where an individual seeks access to such information, Optiscan will inform them of the nature of information held, and if any such personal information is found not to be accurate, complete or up to date, Optiscan will correct such records.

This privacy policy is also the policy of each officer and employee of Optiscan for all purposes not connected with his or her personal, family or household affairs.

For further information, please contact the company secretary on 61 3 9538 3333