

BOWE

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Privacy Policy

1. About our Privacy Policy

- a. Our Privacy Policy outlines how Brookvale Energy Pty Limited ABN 95 640 973 075 trading as Nexsphere (Nexsphere) and its subsidiaries handles the personal information we collect including the types of information we collect, why we collect it, and how we hold, use and disclose it.
- b. By using our website, contacting us or providing your personal information to us, you agree to the terms of our Privacy Policy.
- c. We may update and change our Privacy Policy. If we do, we'll post an updated version to our website.

2. What is Personal Information?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we collect include: names, addresses, email addresses, phone and facsimile numbers.

3. Why do we collect Personal Information?

- a. We collect, store and use personal information to carry out our business, which includes:
 - i. Developing the Bass Offshore Wind Energy (BOWE) project
 - ii. Project management activities
 - iii. Stakeholder engagement
 - iv. Marketing activities
 - v. Communicating with the public
 - vi. Managing recruitment and employment
 - vii. Handling complaints

4. What information do we collect?

- a. We collect, store and use personal information to carry out our business, which includes:
- b. The types of information that we collect from you may include:
 - i. Information about your identity, including: your name, address, telephone number and email address
 - ii. Identification details such as date of birth
 - iii. When you visit our website: your location information, IP address and any third-party sites you access. Some of this information we collect using Cookies.
 - iv. Other personal information, such as details of your interactions with us
 - v. Records of our communications and dealings with you, such as telephone, email, SMS, online and in-person communications.
- c. You are welcome to provide us with comments, queries and feedback in relation to our current and proposed projects, research & development and services.
- d. If you participate in a survey or competition, or respond to a feedback request, we will collect the information that you provide in doing so and associated information such as when and how you submitted your response.
- e. We collect information about people who invest in us.
- f. We collect information about people who are our contractors, suppliers and business partners, or who are employed by our contractors, suppliers and business partners. The information we collect focuses on information needed to conduct business with that individual or party.
- g. We collect information about people who visit our sites and our offices. This may include photographs and videos of you when you are in or near our sites or offices.
- h. We may also collect information about you from other organisations and people.

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5. How do we use your information?

- a. We use your personal information for the purpose that it was provided. This includes:
 - i. Contacting you, for example, when we need to tell you something important, respond to your queries or complaints and send you information about Nexsphere
 - ii. Conducting stakeholder engagement activities, including seeking your views on our projects
 - iii. Maintaining a relationship with you
 - iv. Resolving your complaint
 - v. Managing our business: including improving services, conducting surveys, maintaining a relationship with you
- b. To do this, we may contact you by: Email, Phone, SMS, Social Media, Advertising through our websites, or third-party websites and postal mail.

6. How do we collect your information?

- a. We collect your personal information in several ways, including:
 - i. You provide us with your information: when you provide us, or our representatives, with it. For example: if you register for updates or participate in a survey.
 - ii. Digital data collection through our website in several ways, including:
 - iii. Cookies
 - iv. Newsletter subscription
 - v. We collect information from others, such as Advisers.
 - vi. We may also collect information about you that is publicly available (for example, in public registers or on social media) or provided by businesses we deal with.
- b. We value your privacy and will never sell your personal information to anyone. Your information will only be used to send you news and updates from BOWE.

7. Who do we share information with?

- a. We generally only use your personal information for the purpose that it was provided. We will not sell your personal information.
- b. We may share your information with Third Party Providers who perform services for us.

8. How do we store personal information?

- a. Your personal information is stored in a manner that reasonably protects it from misuse and loss and from unauthorised access, modification or disclosure.
- b. Your information is stored in secure systems or using trusted third parties.
- c. When your personal information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your personal information.

9. Accessing your personal information

- a. You can access your information by contacting us at hello@nexsphere.com.au and making a written request.
- b. You can request that we correct your personal information if it is incorrect by contacting us at hello@nexsphere.com.au and making a written request.
- c. Nexsphere will not charge any fee for your access request but may charge an administrative fee for providing a copy of your personal information.
- d. In order to protect your personal information we may require identification from you before releasing the requested information.
- e. You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing.

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10. Accessing your personal information

- a. We will take reasonable steps to ensure the personal information we collect, hold and disclose is correct and complete. If you find that the information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

11. Complaints and further information

- a. If you are concerned about the way we deal with personal information and would like to make a complaint, please contact us via: hello@nexsphere.com.au.
- b. You can also review our Complaint Policy, which sets out how we will respond to and manage your complaint.