

Privacy Policy

Last updated: September 2026

Roni & Rose Advisory ("Roni & Rose", "we", "us" or "our") respects your privacy and is committed to handling personal information responsibly.

This Privacy Policy explains how we collect, use, store and disclose personal information when you visit our website, submit an enquiry, engage our services or otherwise interact with Roni & Rose Advisory.

We aim to handle personal information in accordance with the **Privacy Act 1988 (Cth)** and the **Australian Privacy Principles (APPs)**, where applicable.

1. Who we are

Roni & Rose Advisory is an Australian advisory and consultancy business providing services including reconciliation action plan (RAP) advisory, First Nations employment strategy, strategy development and implementation, reporting, workshops, yarning circles, co-design and related advisory services.

For privacy enquiries, you can contact us at:

Email: keziah@roniroseadvisory.com.au

2. What personal information do we collect?

Depending on how you interact with us, we may collect:

- your name;
- email address;
- phone number;

- organisation and job title or professional role;
- information contained in your enquiry;
- information you provide when discussing or engaging our services;
- information provided during meetings, consultations, workshops or yarning circles;
- information required for proposals, agreements, invoicing and payments;
- correspondence between you and Roni & Rose Advisory;
- information you voluntarily provide through our website; and
- limited technical information relating to your use of our website, such as IP address, browser type, device information and pages visited.

We do not generally seek to collect sensitive information through our website.

Where sensitive information is provided to us in connection with a client engagement, we will handle that information carefully and in accordance with applicable privacy obligations and the circumstances of the engagement.

3. How do we collect personal information?

We may collect personal information:

- directly from you when you submit an enquiry through our website;
- when you contact us by email or telephone;
- when you engage Roni & Rose Advisory;
- during meetings, consultations, workshops or other engagements;
- when you provide information in connection with a proposal or service agreement;
- when you subscribe to communications from us; and
- automatically through certain website technologies, such as cookies and analytics tools.

Our website is hosted and operated using services provided by **GoDaddy**. Information submitted through our website's enquiry form may be processed and stored using GoDaddy's website and associated services.

Where reasonably practicable, we collect personal information directly from the individual concerned.

4. Why do we collect personal information?

We collect personal information for purposes including:

- responding to enquiries;
- communicating with prospective and existing clients;
- understanding your organisation's needs;
- preparing proposals and scopes of work;
- providing our advisory and consulting services;
- issuing invoices and processing payments;
- maintaining business records;
- improving our website and services;
- sending relevant business updates or marketing communications where permitted;
- complying with legal or regulatory obligations; and
- protecting the security and integrity of our business and website.

We will generally only use personal information for the purpose for which it was collected, a related purpose that you would reasonably expect, or another purpose permitted or required by law.

5. Website enquiries

When you submit an enquiry through our website, we collect the information you choose to provide so that we can respond to your enquiry and, where appropriate, discuss our services with you.

Providing information through the enquiry form is voluntary. However, if you do not provide information that is reasonably necessary for us to respond to your enquiry, we may not be able to contact you or provide the information or services you have requested.

Information submitted through the website may be accessible to Roni & Rose Advisory and relevant service providers involved in operating our website and business systems.

6. Disclosure of personal information

We may disclose personal information where reasonably necessary to provide our services or operate our business.

This may include disclosure to:

- website hosting and technology service providers;

- email and communication service providers;
- accounting and payment service providers;
- professional advisers, such as accountants, lawyers or insurers;
- contractors or collaborators engaged to assist with delivering services;
- government agencies or regulatory bodies where required or authorised by law; and
- other parties where you have provided consent or disclosure is otherwise permitted or required by law.

We do **not sell or rent personal information** to third parties.

7. Overseas disclosure and service providers

Some technology and business service providers used by Roni & Rose Advisory, including website, email, analytics or other cloud-based services, may store or process information outside Australia.

Because the services and providers we use may change from time to time, the location of data storage or processing may also vary.

Where applicable privacy laws require us to take reasonable steps in relation to overseas disclosures, we will do so.

8. GoDaddy and website technologies

Our website is hosted and operated through GoDaddy.

Our website may use cookies, analytics and similar technologies to support website functionality, understand website usage and improve the experience of visitors.

These technologies may collect information such as:

- browser and device information;
- approximate location information;
- pages visited;
- time spent on pages;
- referral information; and
- general website usage information.

You can manage or disable cookies through your browser settings. Some website functionality may be affected if cookies are disabled.

9. Email communications and direct marketing

If you provide your email address through our enquiry form, we may use it to respond to your enquiry and communicate with you about your request.

We may also send business updates, resources, events or other information where you have consented to receive such communications or where otherwise permitted by law.

You can opt out of marketing communications at any time by using an unsubscribe option provided in the communication or by contacting us at:

keziah@roniroseadvisory.com.au

Opting out of marketing communications will not prevent us from sending communications that are necessary in connection with an existing client relationship or service.

10. How we store and protect personal information

We take reasonable steps to protect personal information from misuse, interference, loss and unauthorised access, modification or disclosure.

Personal information may be stored electronically using our website, email and other secure business systems and service providers.

We limit access to personal information to people who reasonably require access for business or service-delivery purposes.

However, no electronic transmission or storage system can be guaranteed to be completely secure.

11. How long do we keep personal information?

We retain personal information for as long as reasonably necessary for the purposes for which it was collected, including to provide services, maintain appropriate business records, resolve disputes and meet legal or professional obligations.

When personal information is no longer reasonably required, we will take reasonable steps to securely delete, destroy or de-identify it, where appropriate.

12. Accessing or correcting your personal information

You may contact us to request access to personal information we hold about you or to ask us to correct information that is inaccurate, incomplete or out of date.

Requests can be made by contacting:

keziah@roniroseadvisory.com.au

We may need to verify your identity before providing access to personal information.

Where permitted by law, we may refuse access to information in certain circumstances. If this occurs, we will explain the reason for our decision where appropriate.

13. Privacy complaints

If you have a concern about how Roni & Rose Advisory has handled your personal information, please contact us first so that we can investigate and attempt to resolve the matter.

Please email:

keziah@roniroseadvisory.com.au

We will consider your complaint and aim to respond within a reasonable timeframe.

If you are not satisfied with our response, and the Privacy Act applies to your circumstances, you may contact the **Office of the Australian Information Commissioner (OAIC)**.

14. Third-party websites

Our website may contain links to third-party websites, platforms or services.

We are not responsible for the privacy practices, security or content of those third-party websites. We encourage you to review the privacy policies of third parties before providing them with personal information.

15. Your privacy and protecting data

Roni & Rose Advisory recognises that some client engagements may involve information relating to First Nations peoples, communities, organisations, cultural knowledge or community engagement.

Where such information is provided to us as part of a client engagement, we will seek to handle it respectfully and in accordance with the agreed purpose of the engagement, applicable confidentiality requirements and relevant privacy obligations.

Clients should identify any specific confidentiality, cultural or information-handling requirements when engaging Roni & Rose Advisory so that appropriate arrangements can be discussed and documented.

16. Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect changes to our business, services, technology or legal obligations.

The most recent version will be published on our website and will include the date it was last updated.

17. Contact us

If you have questions about this Privacy Policy, would like to access or correct your personal information, or wish to raise a privacy concern, please contact:

Roni & Rose Advisory
Email: keziah@roniroseadvisory.com.au

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