**Member Contact Details Template**

*Guiding instructions (to be deleted): This is a customisable template that a Local Disaster Management Group (LDMG) or District Disaster Management Group (DDMG) can use when collecting member contact information.*

Local and district disaster management groups collect member contact information for the purposes of disaster management and operations.

Information may be shared with other members, local and district coordinators, and those in positions of authority.

Information is collected and stored in line with the provisions of the *Information Privacy Act 2009.* For further information about privacy of your personal information, refer to the Queensland government privacy rights, available at <https://www.qld.gov.au/law/your-rights/privacy-and-right-to-information/privacy-rights>.

**Member contact details:**

|  |  |
| --- | --- |
| **Member Name:** |       |
| **Agency/Organisation:**  |       |
| **Agency/Organisation Position:** |       |
| **Telephone:** |       |
| **Email:** |       |
| **Work Address:** |       |

I agree to provide my contact details for the purposes of disaster management and disaster operations. I understand that these details will be updated from time to time and may be provided to other members of the disaster management group, the relevant District Disaster Coordinator and the Police Commissioner.

Sign:

Print name:

Date: