

Level 1, Building 74, 8 Scenic Boulevard – Monash University **p.** P.O Box 8000, Monash University LPO Clayton Campus, VIC 3800, Australia **ph.** + 61 (0) 3 9902 4985 **e.** admin@crcwsc.org.au

Dear Client

We thank you for engaging with an accredited WSC Index provider to undertake the benchmarking process for your city/region.

The WSC-Index tool is the output from CRCWSC Research, it is expected that the tool will evolve from its current version 1 and future versions of the WSC Index are likely to be subject to a new licence agreement. Current users will continue to be able to access the individual data under existing licence conditions, whilst in its current version.

In line with the privacy act, we would like to inform you of the way in which your data will be used. Personal Information is **not** stored within the WSC-Index tool. We do however save client information within our CRM system – Zoho, and on our encrypted web server. This information is kept so that we may update you on changes to the tool and inform you of other activities occurring within the CRCWSC. See our <u>privacy and confidentiality policy</u> which can be found on our website.

In relation to the WSC Index tool, data that is collected is used to perform benchmarking and analysis for a geographical area and provide essential data for city comparisons. To that extent the data collected within the WSC Index Tool:

- will become the property of the CRCWSC and may be published and shared with other other users of the WSC Index. The CRCWSC will use best endeavours to inform the client organisation of any proposed publication of their data.
- the client organisation will have full access to all individual Index results.
- the client organisation may use and publish index results but should always acknowledge CRCWSC in any publication or public use of results.
- the client organisation may not use, share or publish the results of other cities without written permission from the CRCWSC

Please email <u>wsc-index@crcwsc.com.au</u> if you have any questions regarding the above.

Yours sincerely,

Barry Ball

Research Adoption Executive



