

GIO Workers Compensation – Australian Capital Territory

Statement of witness to an injury

Please print all details and provide signatures where required

Injured person

Employed by

Workers Compensation claim number (if known) (Please quote on all communications)

Details of witness making this statement

Title

Surname

Given name(s)

Residential address

Suburb

State

Postcode

Phone number: Home

Work

Current employer

Address

Suburb

State

Postcode

Name of your foreman or supervisor

Accident details

Did you actually see the accident?

Yes

No

Were there any other persons present at the time?

Yes

No

If other persons present what were their names?

How did injured person say the accident occurred?

When did it happen?

Day of the week Date / / Time (am/pm)

Where did it happen? Address and location

How did it happen? (Full description of events leading to accident and actually occurring at time of accident)

What was injured person doing at time of accident?

What did you notice about the injured person? (Such as bleeding, vomiting, limping, etc.)

What complaints did the injured person make (such as where was the pain?)

Did the injured person continue to work? (If yes, for how long and in what manner?)

Privacy statement

AAI Limited trading as GIO is a member of the Suncorp Group, which we'll refer to simply as "the Group".

Why do we collect personal information?

Personal information is information or an opinion about an identified individual or an individual who is reasonably identifiable.

We collect personal information so that we can:

- ▶ identify you and conduct appropriate checks;
- ▶ administer and manage our products and services and systems, including the management and administration of underwriting and claims, recoveries and settlements;
- ▶ assess and investigate any claims made by our customers under their policies;
- ▶ assess and investigate any claims made by you against one of our customers;
- ▶ seek recovery from you due to any claim we or our customers may have against you;
- ▶ manage, train and develop our employees and representatives;
- ▶ manage complaints and disputes, and report to dispute resolution bodies; and
- ▶ get a better understanding of you, your needs, your behaviours and how you interact with us, so we can engage in product and service research, development and business strategy including managing the delivery of our services and products via the ways we communicate with you.

What happens if you don't give us your personal information?

If we ask for your personal information and you don't give it to us, we may not:

- ▶ be able to assess, investigate or manage the claim; or
- ▶ provide you and/or our customers with any or all entitlements under the policy

How we handle your personal information

We collect your personal information directly from you and, in some cases, from other people or organisations. We also provide your personal information to other related companies in the Group, and they may disclose or use your personal information for the purposes described in 'Why do we collect personal information?' in relation to products and services they may provide. They may also use your personal information to help them provide products and services to other customers, but they'll never disclose your personal information to another customer without your consent.

Under various laws we will be (or may be) authorised or required to collect your personal information. These laws include the Anti-Money Laundering and Counter-Terrorism Financing Act 2006, Personal Property Securities Act 2009, Corporations Act 2001, Autonomous Sanctions Act 2011, Workers Rehabilitation and Compensation Act 1988(TAS), Workers Compensation and Injury Management Act 1981(WA), Workers Rehabilitation and Compensation Act(NT), Workers Compensation Act 1951(ACT), Income Tax Assessment Act 1997, Income Tax Assessment Act 1936, Income Tax Regulations 1936, Tax Administration Act 1953, Tax Administration Regulations 1976, A New Tax System (Goods and Services Tax) Act 1999 and the Australian Securities and Investments Commission Act 2001, as those laws are amended and includes any associated regulations.

We will use and disclose your personal information for the purposes we collected it as well as purposes that are related, where you would reasonably expect us to. We may disclose your personal information to and/or collect your personal information from:

- ▶ the insured, policy or product holder;
- ▶ other companies within the Group and other trading divisions or departments within the same company (please see our Group Privacy Policy for a list of brands/companies);
- ▶ any of our Group joint ventures where authorised or required;
- ▶ customer, product, business or strategic research and development organisations;
- ▶ data warehouse, strategic learning organisations, data partners, analytic consultants;
- ▶ publicly available sources of information;
- ▶ a third party that we've contracted to provide financial services, financial products or administrative services – for example:
 - ▶ information technology providers,
 - ▶ administration or business management services, consultancy firms, auditors and business management consultants,
 - ▶ marketing agencies and other marketing service providers,
 - ▶ claims management service providers,
 - ▶ print/mail/digital service providers, and
 - ▶ imaging and document management services;
- ▶ any intermediaries, including your agent, adviser, a broker, representative or person acting on your behalf, other Australian Financial Services Licensee or our authorised representatives, advisers and our agents;
- ▶ accounting or finance professionals and advisers;
- ▶ government, statutory or regulatory bodies and enforcement bodies;
- ▶ the Financial Ombudsman Service or any other external dispute resolution body;
- ▶ credit reporting agencies;
- ▶ other insurers, reinsurers, insurance investigators and claims or insurance reference services, loss assessors, financiers;
- ▶ legal and any other professional advisers or consultants;
- ▶ hospitals and, medical, health or wellbeing professionals;
- ▶ debt collection agencies;
- ▶ any other organisation or person, where you've asked them to provide your personal information to us or asked us to obtain personal information from them, e.g. your mother.

We'll use a variety of methods to collect your personal information from, and disclose your personal information to, these persons or organisations, including written forms, telephone calls and via electronic delivery. We may collect and disclose your personal information to these persons and organisations during the information life cycle, regularly, or on an ad hoc basis, depending on the purpose of collection.

Overseas disclosure

Sometimes, we need to provide your personal information to – or get personal information about you from – persons or organisations located overseas, for the same purposes as in 'Why do we collect personal information?'

The complete list of countries is contained in our Group Privacy Policy, which can be accessed at www.gio.com.au/privacy, or you can call us for a copy.

From time to time, we may need to disclose your personal information to, and collect your personal information from, other countries not on this list. Nevertheless, we will always disclose and collect your personal information in accordance with privacy laws.

How to access and correct your personal information or make a complaint

You have the right to access and correct your personal information held by us and you can find information about how to do this in the Suncorp Group Privacy Policy.

The Policy also includes information about how you can complain about a breach of the Australian Privacy Principles and how we'll deal with such a complaint. You can get a copy of the Suncorp Group Privacy Policy. Please use the contact details in **Contact Us**.

Contact us

For more information about our privacy practices including accessing or correcting your personal information, making a complaint, or obtaining a list of overseas countries you can:

- ▶ Visit www.gio.com.au/privacy.
- ▶ Speak to us directly by phoning one of our Sales & Service Consultants on: 13 10 10 or
- ▶ Email us at workerscompcomplaints@gio.com.au

Declaration

By signing this application, I agree to GIO collecting, using and disclosing my personal information, including sensitive and health information if applicable, in accordance with the Privacy Statement included in this document and the Group Privacy Policy.

I (Print name) declare the truth of the above statement.

Date / / Signature

Declaration

This declaration to be completed where witness does not understand written English

(a) I have had the questions on this form and my answers to those questions, together with this declaration read and explained to me in

my native language which is:

by (name of interpreter)

and I confirm that my answers as interpreted to me are correct and that I understand the meaning of the declaration made by me,

Signature of witness

(b) Declaration of interpreter

I

(name, address and occupation) certify that I translated the questions on this form and the declarations on this form to:

(witness's name) from the English language into

language and the

language into the

English language to the best of my skill and ability.

I am satisfied that (witness name)

understood the questions on the form and the declarations on the form.

I certify that the answers as translated by me are correct translations of the witness answers to those questions.

Signature of interpreter

I declare that the foregoing is correct

Signature of witness

I declare that the person making this statement is known to me and signed in my presence.

Declared at on the (day)
day of (month) 20 (year)
before me (Justice of Peace)
 (print name)

How to return this form

- ▶ Email: claims@actgio.com.au
- ▶ Fax: 1300 684 462
- ▶ Post: ACT Claims, PO Box 15, Woden, ACT, 2606

How to contact us

- ▶ Phone: **13 10 10**
- ▶ Web: gio.com.au

Who we are

This insurance is issued by AAI Limited
ABN 48 005 297 807 trading as GIO.