**\*This is a template – transfer to your organisational letterhead and email – rps@aec.gov.au**

Electoral Commissioner

Australian Electoral Commission

**STATEMENT OF ASSURANCE – [insert date]**

**Compliance by [insert name of organisation] (the ‘Organisation’) with the conditions of the Agreement for the Safeguard of Elector Information (‘the Safeguard Agreement’) dated [insert date] with respect to Elector Information received under item 2 of the table in subsection 90B(4) of the *Commonwealth Electoral Act 1918* (the ‘Electoral Act’)*.***

I, [*insert name of signatory*] being the [insert position held in organisation] declare on behalf of the Organisation that:

1. I am authorised to give this declaration on behalf of the Organisation; and
2. During the period of the medical research project:
3. there has not been an ‘eligible data breach’ (as that term is defined in the *Privacy Act 1988*) involving Elector Information provided to the Organisation;
4. Elector Information provided to the Organisation has been used in accordance with the Safeguard Agreement and in compliance with subsections 91A(2A) and 91B(2) of the Electoral Act; and
5. the Organisation has made its employees and external suppliers aware that:
6. they are dealing with Elector Information received under section 90B of the Electoral Act which is protected information for the purposes of subsection 91B(1) of the Electoral Act;
7. any failure to use the Elector Information in compliance with subsections 91A(2A) of the Electoral Act and sub-regulation 11(a) of the *Electoral and Referendum Regulation 2016* is a breach of subsection 91A(1) of the Electoral Act for which the penalty is 100 penalty units;
8. any disclosure of the protected Information contrary to subsection 91B(2) of the Electoral Act is a breach of that section for which the penalty is 1,000 penalty units;
9. any use of the protected information for a commercial purpose is a breach of subsection 91B(3) of the Electoral Act for which the penalty is 1,000 penalty units; and
10. that a penalty unit is currently [insert $330 or such greater sum that was last fixed under subsection 4AA(3) of the *Crimes Act 1914*]*.*
11. Elector Information provided to the Organisation has been stored and/or deleted, destroyed or returned to the AEC, in accordance with the Safeguard Agreement.

[Insert signature block]