



Water  
Stewardship  
Asia Pacific

# Water Stewards Verification Programme

Privacy Policy

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Water Stewardship Australia Ltd (trading as Water Stewardship Asia Pacific, WSAP) is a member-based organisation with a mission to empower organisations and individuals to take collective action for a sustainable and equitable water future through water stewardship.

## Introduction

Water stewardship means the responsible use of water that is:

- (a) **environmentally sustainable** - in that it maintains and improves biodiversity and ecological processes at the catchment level; and
- (b) **socially equitable** - in that it recognises basic human needs and ensures long-term benefits (including economic benefits) for local people and society at large; and
- (c) **culturally sensitive** – in that it recognises and provides for the importance of freshwater to local indigenous peoples and communities, and
- (d) **economically beneficial** - in that it minimises corporate risk while ensuring that water is available for a multitude of economic benefits and uses over the long-term.

The concept of water stewardship as an objective, measurable target or standard was developed in response to shared water challenges in Australia, which became critical and urgent during the Millennium Drought. Water Stewardship Australia Ltd, now trading as Water Stewardship Asia Pacific, was founded as an organisation as a means of increasing uptake of water stewardship activities and processes.

The work of Water Stewardship Australia was fundamental to the development of the International Water Stewardship Standard (“the Standard”). The Standard is overseen by the Alliance for Water Stewardship. It is a programme developed within the ISEAL framework (International Social and Environmental Accreditation and Labelling) that allows water users to be audited against the Standard’s requirements to become accredited water stewards. It is a credible and robust foundation for the delivery of water stewardship outcomes.

The Programme utilises the Standard, but is designed to be scalable, affordable, flexible, and ambitious yet attainable – all whilst leading to quantitative improvements in outcomes for water dependent ecosystems and communities. Water stewards participating in the Programme move through five main stages of participation: Member, Commit, Implement, Verify, and Advanced Verify (Four-Star and Five-Star).

Water Stewardship Asia Pacific (WSAP) is committed to protecting the privacy and security of all individuals and organizations participating in the Water Stewardship Verification Programme. This Privacy Policy outlines how WSAP collects, uses, stores, and protects personal and organisational information in compliance with applicable privacy laws and data protection standards.

## Scope

This policy applies to all personal and organisational data collected during the verification programme, including but not limited to:

- Applications and submissions for verification.
- Documentation provided by participants.
- Audit and assessment records.
- Communications and correspondence related to the Verification Program.

This document forms part of the Programme requirements. It should not be read in isolation of other WSAP policy documents or the Standard, which are available through the WSAP website.

This document applies only to those participating in the Programme as developed and delivered by WSAP. Membership of WSAP is a requirement for commencement and completion of the Programme.

## Information we collect

WSAP may collect the following types of information from Verification Program participants:

- **Personal Information:** Name, job title, email address, phone number, and professional affiliations of individuals involved in the verification programme.
- **Organisational Information:** Company name, address, industry type, and relevant operational details related to water stewardship practices.
- **Technical Data:** Water usage reports, sustainability metrics, and compliance documentation.
- **Audit and Verification Records:** Findings from site visits, assessments, and review processes.

## How we use the information

The information collected is used to:

- Process and manage verification applications.
- Conduct assessments, audits, and compliance reviews.
- Maintain records of verified participants.
- Improve and refine the Water Stewardship Verification Programme.
- Provide relevant updates, reports, and communications related to water stewardship.
- Comply with legal and regulatory obligations.

## Information Sharing and Disclosure

WSAP does not sell, rent, or trade personal or organisational information. However, information may be shared with:

- **Accredited Auditors and Assessors:** To conduct verification assessments.
- **Regulatory Authorities:** If required to comply with legal or regulatory requirements.
- **Affiliated Water Stewardship Bodies:** Where applicable, to align with recognised stewardship standards.
- **Public Listings:** Organisations that successfully achieve verification may be publicly listed as verified participants unless otherwise requested.

## Data Security and Retention

WSAP implements appropriate technical and organizational measures to protect collected information against unauthorized access, alteration, disclosure, or destruction. Retention periods for data are as follows:

- **Verification records** are retained for a minimum of [X] years following certification.
- **Personal information** is retained only as long as necessary to fulfill the purposes outlined in this policy.

- **Inactive or withdrawn applications** will be securely archived or deleted in accordance with WSAP's data retention policies.

## Participant rights and choices

Participants have the right to:

- Access their personal and organizational data held by WSAP.
- Request corrections or updates to inaccurate information.
- Withdraw from the Verification Program and request the deletion of personal data (subject to regulatory requirements).
- Object to the use of data for non-essential purposes.
- Lodge a complaint with relevant data protection authorities if they believe their privacy rights have been violated.

## Changes to this Privacy Policy

WSAP reserves the right to update or modify this Privacy Policy at any time. Participants will be notified of significant changes through official WSAP communication channels. Continued participation in the Verification Program after such changes constitutes acceptance of the revised policy.