

Figtree and SMART access authorisation

User details

Name	
Organisation	
Position	
Email	
Phone No.	

Access requested

☐ Figtree	Incident and injury notification This application enables users to submit initial claim notification details to StateCover and provides visibility into your organisation's individually lodged claims.
☐ SMART	Member claims reporting This application gives the user visibility of your organisation's claims reporting

Acknowledgement

In signing this form, I acknowledge and agree that:

- With respect to any personal information uploaded into Figtree, StateCover Mutual:
 - Collects that information directly from Members;
 - Uses the information to provide its services to my Member organization and for related purposes;
 - May disclose the information to third parties where required to manage a worker's compensation claim and its service providers, some of which may be located overseas; and
 - Sets out further details of these matters in its Privacy Policy, including the correction of personal information or handling of complaints about a breach of applicable privacy laws.
- I will only use information and materials provided by StateCover Mutual through Figtree and SMART for the purposes noted above and only on behalf of my Member organisation. I will not use the information and materials for any other purpose and will not share them, directly or indirectly, with any party outside of my Member organization or its authorised representatives without written consent from StateCover Mutual;
- I will ensure that my Member organisation and its authorised representatives store, use and disclose information and materials accessed through Figtree and SMART in accordance with the Privacy Act, Australian Privacy Principles and all applicable worker compensation legislation, including by:
 - Having reasonable technical and organisational safeguards in place to protect the information and materials from misuse, interference, loss, unauthorised access, modification, or disclosure; and
 - Deleting or de-identifying the information and materials when they are no longer needed or upon receipt of a written request from StateCover Mutual.
- I will comply with the StateCover Mutual Website [Terms of Use](#).
- I will not disclose my login credentials, including username and password, to any other party, including any other representative of my Member organisation.
- StateCover Mutual may suspend or revoke my access to Figtree and/or SMART at any time, with or without notice, for any reason.
- From time to time, StateCover Mutual may conduct external penetration testing to ensure compliance. Access may be revoked if compliance requirements are not met.

User

I agree to the above terms and conditions

Name	
Position	
Signature	

Member authoriser

I confirm that I am authorised to approve the nominated user's access to the information available within the applications specified above.

Name	
Position	
Signature	