

Privacy Foundation New Zealand Inc – Privacy Policy

We protect your privacy

At the Privacy Foundation of New Zealand, we know how important it is to protect your privacy. It would be ironic if we didn't!

Here is some information about how we handle your information. If you have any questions or concerns, please email us to let us know.

If anything changes, we'll post the changes here so that you can see them.

We only collect the information we need

The main kind of personal information that we will collect (whether through this website or offline) is information about our members and donors, including:

- Name and contact information
- Type of membership or donation
- Payment details
- Attendance at meetings (where relevant).

We collect this information so that we can maintain our membership and donation records accurately, and communicate properly with people.

We will also hold records of any correspondence that we have with people for as long as it is relevant to keep that information.

Our website will show us analytic information (such as number of visits to various pages, or where our visitors come from). All analytics are at a statistical or aggregated level that does not identify individuals. We are not interested in identifying people who use our website, and will not attempt to do so.

Who sees your information

We let our members know:

- the names of other members, and their contact details. If you would not like your contact details published, please contact our Secretary (Gehan Gunasekara) at info@privacyfoundation.nz
- if someone is no longer a member
- public activities of members in relation to privacy
- attendances at our meetings (unless it is not necessary to share this information)

Otherwise only the Committee or a delegate of the Committee has access to your information and only for maintaining our membership and donation records accurately, and communicating properly with people.

If you want to know what information we have about you, just ask

We're happy to keep you in the picture about what's going on with your information. You are always welcome to ask for an update, or ask to see the information that we have about you. Just send our Secretary an email at info@privacyfoundation.nz

We want your information to be right

We'll always do our best to make sure the information we hold about you is right, but if we have got the wrong end of the stick, please let us know! Wrong information isn't any good to us or to you.

We'll generally only disclose the information with your permission

We'll use and disclose your information for the reason you gave it to us. We won't disclose it without your permission, unless we are faced with a court order or other lawful demand for the information. In particular, we will not sell or disclose our membership lists.

We won't keep things for ever

The law requires us to keep financial membership records for 7 years. However, we will securely dispose of other personal information once we no longer have a use for it. If you think you might need copies of any information that we hold about you, be sure to ask as soon as possible.

We're committed to keeping your information secure

We'll always do our best to make sure your information is safe while it's in our possession, whether it's in electronic or paper form. In particular, we use a secure system to process your membership payments, and we protect our membership lists against inappropriate access. All other information, as outlined above, is held at our registered address (C/- Department of Commercial Law, University of Auckland Business School, 12 Grafton Road, Auckland 1010) by our secretary.

8 May 2017