

TRA Policy: Privacy

Objective: To describe the potential collection, use, disclosure and the protection of personal information of Thorndon Resident Association members.

Thorndon Residents Association complies with the New Zealand Privacy Act 1993 (the ACT) when dealing with personal information. This policy does not limit or exclude any of your rights under the Act. If you wish to seek further information on the Act, please refer to NZ Legislation, Privacy Act 2020.

Who does Thorndon Residents Association collect information from?

We collect information about you from:

- You, when you provide that personal information to us, including via the website and through any membership or registration process OR through any contact with us e.g. phone call or email
- Third parties where the information is publicly available

If possible, we will collect personal information from you directly.

How do we use your personal information?

We will use your personal information

- To verify your identity
- To provide services or a product to you
- To market our services and events to you, including contacting you electronically e.g. by text or email
- To collect subscription fees
- To respond to communications from you, including any issues

Disclosing your personal information:

We may disclose your personal information to:

1. Another entity within our Association
2. Any business that supports our services e.g. any person that hosts or maintains our website
3. A person who is authorised by the Act or another law
4. Any other person authorised by you

Protecting your personal information

We will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

Accessing and correcting your personal information

You have the right to access your personal information that we hold and to request a correction to your personal information. We will need evidence to confirm that you are the individual to whom the personal information relates. If you would like to exercise your right, please email us at contact@thorndon.org.nz

Internet use

While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, providing the information is at your own risk.

Review

This policy will be reviewed every 2 years

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