

King Country River Care Inc. Society

Privacy Policy

KCRC complies with the New Zealand Privacy Act 2020 and it applies to the collection of all forms of personal information and related data collection and usage by us. This policy sets out how we will collect, use, disclose and protect your personal or legal entities 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, see www.privacy.org.nz

We collect personal information about you from:

- o You, when you provide that personal information to us through any registration or subscription process; via Google Survey sheets; 1BT Te Uru Rakau Kick Start Fund applications or through any contact with us (e.g. telephone call or email).

The type of information we collect includes:

- o Your contact details, including your residential and business addresses, email addresses and phone numbers. Farm size in hectares, if paying a membership subscription fee.
- o Any documents or other information that you provide to us as part of our provision of extension services. This personal information can be captured in many ways including (interviews, correspondence, by telephone, by email).
- o Areas of fencing, planting and any other change in farm management information gathered from Landowner/Farmer/Member surveys.

How we use your personal information:

- o To make informed submissions and discussions on behalf of our members.
- o To advocate effectively with multiple stakeholders and funders on behalf of our communities.
- o To provide services (newsletters, event information, resources) to you
- o To improve the services that we provide to you
- o To respond to communications from you
- o To invoice for membership subscription fees
- o To make payments to you for 1BT payments.
- o To gather information on base area of waterway fencing and planting and subsequent increases.
- o To monitor uptake of farm plan development in our region.
- o To celebrate the successes, we have achieved through working together.

You agree that we can give your anonymised (a unique coded number) personal information to:

- o A person/organisation who can require us to supply your personal information for funding purposes (e.g. 1BT Te Uru Rakau Kick start funding)
- o Any third party which could include (but not limited to) MPI, B+LNZ, WRC
- o Any other person authorized by the Act or another law (e.g. a law enforcement agency).
- o Any other person authorized by you.

Storage of your Personal Information:

- o We will store your Personal Information in a manner that reasonably protects it from misuse and loss from unauthorised access, modification or disclosure.
- o The Personal Information is held in either an electronic or hard copy form. Personal information held or provided to us in electronic form is held on Google Drive with access only by KCRC coordinators under a two-step security system. However, it is not possible for any organisation (including ours), to state that 100% security can be guaranteed.
- o When Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your Personal Information.

Accessing and correcting your personal information:

- o Subject to certain grounds for refusal set out in the Act, you have the right to access your readily retrievable personal information that we hold and to request a correction to your personal information. If you wish to access your Personal Information, please submit your request to KCRC kcrivercare@gmail.com in writing and we will respond to the request no later than 20 working days after we receive your request (unless extended under the Privacy Act 2020.)

To be reviewed in November 2022.