Privacy Policy

This policy the collection and use of personal information held by SCANZ Inc and its branches.

Principles

This policy is based on the underlying Privacy Principles contained in the Privacy Act 1993.

Personal information should only be collected that is reasonably necessary, and should only be used for the purpose for which it is collected, with appropriate regard being paid to the privacy of the individual.

Personal information is collected by SCANZ to administer its membership, and as required by the Incorporated Societies Act 1908 and other legislation.

Use of personal information

Personal information about members held by SCANZ Inc and its branches may be used for purposes related to the administration of its membership. These include, and are not limited to:

* Provision of membership details where it is necessary to confirm membership status of persons eg to event stewards, administration of crown lists, 3rd parties who offer benefits to members.
* Publication of the names and agreed contact details of corporate and group officers (such contact details may be officer related email addresses etc, rather than personal contact details)
* Provision of contact details to corporate officers to enable correspondence.
* Provision of lists of members and their contact details to branch officers.

In general, personal information provided about members should be limited to that which is reasonably necessary (eg gate probably only needs a list of names and membership numbers, not contact details etc)

Individual Information

Individuals have a right to know what information SCANZ Inc or its branches holds about them, and if they believe it is incorrect, to seek correction.

Privacy Officer

The Privacy Act 1993 requires organisations to have a Privacy Officer. SCANZ Inc’s privacy officer is the Chair.

Related material

Privacy Act 1993

 http://www.legislation.govt.nz/act/public/1993/0028/latest/DLM296639.html?src=qs

Privacy Commissioner fact sheet on Information held by Clubs and Societies:

http://privacy.org.nz/assets/Files/Brochures-and-pamphlets-and-pubs/Issue-Sheet-Info-held-by-Clubs-Societies.pdf