

Section 1.23

Privacy Policy

Purpose

The purpose of this policy is to set out the basis upon which Venture Timaru collects, stores, manages, and archives personal information. Venture Timaru may, at our discretion, make changes to this policy at any time. Any changes will take effect immediately once they are posted on the website. Venture Timaru will notify users of the existence of a revised policy by updating the “last updated” notice on the website, as above. By continuing to use the website, users agree to be bound by the amended privacy policy. Users are advised to check from time to time to see if the policy has been updated. This privacy policy is subject to, must be read in conjunction with our [Terms of Use](#).

The website will not record any personally identifiable information about you without your consent. Any personal information that you submit will be collected and held in accordance with the [Privacy Act 2020](#). It will only be used for the following purposes:

- To provide the services you request from Venture Timaru
- To provide further information to you about services Venture Timaru considers may be of interest to you
- For research purposes
- For other uses that you authorise

You can access and request correction of your personal information at any time by contacting Venture Timaru’s Privacy policy officer.

Use of personal information

Any information collected by Venture Timaru may be used for the following purposes:

- Administering and/or improving the website
- Providing and improving Venture Timaru’s services
- Market research and data analysis
- Investigating and/or responding to a user’s enquiry or complaint
- Marketing, promotional and publicity purposes
- To provide information to users about other websites and services that Venture Timaru considers may be of interest to users
- Such other use as the user authorises

Disclosure of personal information

Venture Timaru will only share personal information with other parties in the following circumstances:

- Where Venture Timaru has the user’s consent

- To any third-party contractor to the extent necessary for that third-party contractor to achieve any of the purposes listed above on Venture Timaru's behalf
- To improve cyber security
- If Venture Timaru reasonably believes giving the information may help prevent or resolve fraud, money laundering, unauthorized access to or attacks on Venture Timaru's information technology systems or other crimes
- To comply with the law of New Zealand or other jurisdiction
- To be used for research or statistical purposes and not be published in a form that could reasonably be expected to identify the individual concerned
- If Venture Timaru discloses any personal information overseas, will make sure the country information will go to has comparable privacy protections to New Zealand.

Storage of personal information

Venture Timaru will take all reasonable steps and maintain appropriate processes to prevent unauthorised access to, or use of, the personal information Venture Timaru collects. Venture Timaru will take particular care to collect information from children and young people in ways that are fair and reasonable in the circumstances.

Any unique identification numbers or reference number used for storing the personal information, Venture Timaru will take reasonable steps to protect unique identifiers from being misused to reduce the frequency and impact of identity theft.

Any personal information provided to Venture Timaru will be collected and held at Venture Timaru's office, 2 Sefton Street East and/or cloud providers or data centres used by Venture Timaru. When Venture Timaru uses cloud providers or data centres to store and manage personal information it will ensure that appropriate security measures are in place to guard against loss and unauthorised access, use disclosure or other misuse. This can include employees accessing information they are not entitled to as a part of their job.

Use of cookies

A cookie is a piece of data stored on a user's computer or other device tied to non-personal information about the user. Venture Timaru uses cookies to store a user's preferences, to record session information, and where they are required for features of the website to work. Users can disable cookies in their web browser settings and/or delete them from their computer's hard drive. Users do not need to have cookies turned on to use the website but some online services, features or functions of the website may not function properly if the cookies are turned off.

Venture Timaru uses cookies to track patterns of use on the website; help display advertising to users; provide you with offers of Venture Timaru services that may be relevant to you.

Links to social networking services

Venture Timaru uses social networking services to communicate with the public about Venture Timaru's work. When users interact with Venture Timaru via these services, the social networking services may collect users' personal information for their own purposes. Such services have their own privacy policies which users are advised to read.

Your rights and choices

- You have the right to request access to any personal information that Venture Timaru holds about you.
- If such information is inaccurate, you can request that Venture Timaru correct it.
- Users can also ask to be removed from any of Venture Timaru's subscription lists at any time.

In addition to the rights listed above, if you are in the European Economic Area you also have rights to:

- Know what personal information Venture Timaru holds about you, and to make sure its correct. However, while the individuals have a right to ask for access top their personal information, Venture Timaru can sometimes refuse such requests. This will involve giving the person access would endanger someone's safety or would involve an unwarranted breach of someone else's privacy.
- Request a copy of your personal information or ask Venture Timaru to restrict processing it or delete it
- Object to Venture Timaru's continued processing of your personal information and ask Venture Timaru to delete all personal information held about you
- Complain to your local information protection authority about how Venture Timaru is processing your personal information.

You may request to exercise these rights by contacting Venture Timaru's Privacy Officer:

Ph: +64 03 687 2682

Email: enquiries@venturetimaru.nz

For more information on the privacy laws in NZ and contact details for the Office of the Privacy Commissioner, please visit the Privacy Commissioner's website: <https://www.privacy.org.nz/>