

N . Z . F . R . S PRIVACY ACT

PURPOSE:

To ensure that all administrators and members of the sport are aware of the requirements of the Privacy Act 2020. The Privacy Act has 13 privacy principles that govern how organisations should collect, handle and use personal information.

- Principle 1 - Purpose for collection
- Principle 2 - Source of information - collection from the individual
- Principle 3 - What to tell the individual about collection
- Principle 4 - Manner of collection
- Principle 5 - Storage and security of information
- Principle 6 - Providing people access to their information
- Principle 7 - Correction of personal information
- Principle 8 - Ensure accuracy before using information
- Principle 9 - Limits on retention of personal information
- Principle 10 - Use of personal information
- Principle 11 - Disclosing personal information
- Principle 12 - Disclosure outside New Zealand
- Principle 13 - Unique identifiers

PROCEDURES:

- NZFRS will be responsible for ensuring the Act is complied with.
- NZFRS will endeavour to ensure that all information collected and held is accurate.
- Ensure a 'consent' clause is part of all individual registration forms.
- NZFRS will take steps to ensure information is stored and secure to prevent unauthorised access, use, modification or disclosure of the information.
- An individual is entitled to seek confirmation as to whether the organisation holds information about themselves, and to have access to that information and the ability to correct information.
- If there is a serious privacy breach, NZFRS must notify the Office of the Privacy Commissioner as soon as possible (within 72 hours).

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