

## Paraparaumu Baptist Church

## **Privacy Statement re: Collection of Personal Data**

We collect personal information from you, including information about your:

- name
- contact information
- interactions with us

With your permission we will include your contact details in our printed church directory.

We collect your personal information in order to:

• provide care for members of our organisation

Only members of our staff and database maintenance team have access to all your personal data. This can only be used for the purpose of staff carrying out their duties.

We keep your information for the duration of your time with our organisation. Upon leaving we securely destroy it by deleting all digital records.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong.

If you'd like to ask for a copy of your information, or to have it corrected, please contact us at office@pb.org.nz, or 04 2987766, 0223075225 or 77 Ruapehu St, Paraparaumu, Wellington.

A Privacy Officer is available for you to contact if you believe that your privacy has been breached or if you have concerns about the way in which your personal data is being used. Please contact the church office office@pb.org.nz and they will contact you.

If you feel that your concerns have not been addressed you have the right to take your concerns to the Privacy Commissioner at <a href="https://www.privacy.org.nz/">https://www.privacy.org.nz/</a> where you are able to lodge a formal complaint.

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Paraparaumu Baptist Church 77 Ruapehu St, Paraparaumu 04 2987766