

TĀTAU TĀTAU  
O TE WAIROA  
GROUP POLICY

# PRIVACY STATEMENT

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Accountable : Trust Chief Executive

# PRIVACY STATEMENT

Ko te hao huata e tāea te karo.  
Ko te hao kupu e kore e tāea te karo

The point of a spear can be parried,  
however words cannot

This privacy statement explains how Tātau Tātau o Te Wairoa collects, uses, shares, and stores your personal information.

We handle your information with care and respect.

## THE INFORMATION WE COLLECT ABOUT YOU

We only collect personal information where this is necessary to carry out TToTW functions.

We may collect personal information about you either directly from you or from other people or agencies, and we may generate personal information about you when we carry out our functions.

Most of the personal information we collect is provided directly by you, or your authorised representative.

You do not have to provide your personal information to us. However, we may not be able register you as a member or provide related functions if you do not provide us with the information we need.

### From you Directly

The personal information we may collect from you directly includes:

- Your name
- Your contact details, including your address, email address or phone number
- Information about your authorised representative (if you have one)
- Information about your whakapapa, kāhui, and marae
- Any documents or other information you provide to us
- Correspondence with you
- Any questions or comments you send



- Details of any of our events and programmes you have attended
- Your responses to surveys (these are usually anonymous)

We may collect the following information about your use of our website (though we make no efforts to associate this with your identity):

- Your IP address
- The search terms you used
- The pages you accessed on our website and the links you clicked on
- The date and time you visited the site
- The referring site (if any) through which you clicked to our website.

### *From Another Person or Agency*

Our registration responsibilities also enable us to receive or request personal information about your whakapapa from other people.

Our Deed of Settlement or partner agreements with government may also enable us to receive or request personal information about you from agencies.

### *Generated by us*

While carrying out our functions, we generate personal information about you.

### *Third Party Providers*

We use some third-party providers to manage some of our engagement processes and services, such as newsletters, and surveys.

We use social networking services such as, Facebook, to communicate with the public about our work.

When you engage and communicate with us using these services, any personal information you provide (such as your email address) may also be collected and stored by the provider and you should also check their privacy statements when using those services.

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## **WHAT WE DO WITH YOUR INFORMATION**

We will only use the personal information you provide to us for the purposes of carrying out our Settlement Deed functions. Where we need to use your personal information in a separate way, we will only do so with your authorisation.

We will use your personal information to:

- Register you as a beneficiary member
- Provide you with Tātau Tātau and beneficiary information and services

- Respond to your queries
- Conduct surveys
- Conduct TToTW statistical analysis
- Accumulate historical and current information about our iwi and hapū
- Moderate the content on our social media.

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### *WHEN DO WE SHARE YOUR INFORMATION*

We share personal information where necessary to carry out our functions. We may, for example, share personal information with the membership committee, kāhui and marae.

We do not generally share your personal information with third parties. However, we may share your personal information, these are usually anonymous, if necessary to obtain our iwi data from government agencies and to enable their services to our iwi benefit.

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### *HOW WE STORE YOUR INFORMATION*

We take all reasonable steps to ensure the personal information we collect is protected against loss, unauthorised access and disclosure or any other misuse.

We retain personal information in compliance with the requirements of our Deed.

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### *ASKING FOR YOUR INFORMATION*

You have the right to request access to and correct personal information we hold about you.

You can complain to us at any time if you think we have misused your personal information.

Please contact us at [info@ttotw.iwi.nz](mailto:info@ttotw.iwi.nz), or (06) 261 4100.