

## 2023 Privacy statement – Movin’March website

### What this policy covers

This privacy statement explains how Greater Wellington Regional Council (Greater Wellington) manages your personal information that we collect as part of the [Movin’March](#) 2023 campaign. Personal information is information about an identifiable individual – you.

Our collection, use and disclosure of your personal information meets the requirements of the Privacy Act 2020. This Act is administered by the Ministry of Justice and overseen by the [New Zealand Privacy Commissioner](#).

### What personal information does Greater Wellington collect, and for what purposes?

The personal information we collect directly from you is:

#### Registration

Source of information	Personal information	Purpose
Participating School	Contact name Contact email address	To communicate with the Participating School about Movin’March.

#### Competitions

Source of information	Personal information	Purpose(s)
<b>WOW Passport</b>		
Participant	Participant’s name Participating School	To submit an Entry  To enable Greater Wellington to verify an Entry (if required)  To enable Greater Wellington to announce the Winning Entry, contact the Participating School, and deliver the Prize
	Photographs	For promotional purposes other than those specified in the Competition Rules
Parent or legal guardian of Participant (under 18 years)	Name and signature	To provide written confirmation to the Participating School of acceptance of the Competition Rules (if required)  To provide permission to use photographs of the Winning Participant for promotional purposes other than those specified in the Competition Rules
<b>Whānau Photo</b>		
Participant (between 13 and 18 years, or 18+ years)	Photograph containing image(s) of the Participant and/or other persons  Comment	To submit an Entry (on their own Facebook or Instagram account or to the Movin’March Facebook page)

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Source of information	Personal information	Purpose(s)
	Participant’s Facebook and/or Instagram user name	To submit an Entry To enable Greater Wellington to announce and contact Winners or Supreme Winners
	Name and signature of each other person (18+ years) appearing in the submitted Entry	To verify permission to use each other person’s image in the photograph entered in the Competition (if required)
	Name of each other person (under 18 years) in the submitted Entry Name and signature of parent or legal guardian of each other person (under 18 years) appearing in the submitted Entry	
	Winner’s full name, age, and email address	To claim a Prize
	Winner’s physical address	To enable delivery of the Prize
Participant (between 13 and 18 years)	Name and contact details of Winner’s parent or legal guardian	To enable the parent or legal guardian to provide written confirmation of acceptance of the Competition Rules (if required)
Parent or legal guardian of Participant (between 13 and 18 years)	Name and signature	To provide written confirmation of acceptance of the Competition Rules (if required)

### Using your information

We will only use the personal information provided to us:

- For the purpose(s) you provide that information
- For other reason(s) permitted by the Privacy Act 2020 (e.g. with your consent, for a directly-related purpose, or where the law permits or requires this use).

### Data storage, security and accuracy

Greater Wellington may download the personal information you provide through the Movin’March website or the Feedback survey and store it safely and securely on its system. We have measures in place to:

- Protect against loss, damage, misuse and unauthorised access

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- Ensure your information is kept accurate, current, complete, relevant, and is not misleading.

### Sharing your information

The collected information will not be sent to third parties.

### What if you don’t provide us with the information requested?

You are not obliged to provide us with the requested personal information. If you don’t, you will not be able to:

- Inform Greater Wellington about the experiences of you or your child, so these can be considered in our research
- Enter the various Movin’March competitions and be eligible to win and receive the prizes
- Provide feedback through our survey forms and be eligible to win incentive prizes.

### How long do we hold your personal information?

Disposal dates for information collected as part of the two competitions are stated in the related Terms and Conditions.

We retain the personal information, including your comments, that we collect from the registration process and feedback survey until 31 May 2024. We may keep de-personalised comments for up to three years to help inform and develop the programme.

### Accessing and correcting your personal information

You can:

- Ask us to confirm whether we hold personal information about you
- Request access to that information by emailing us at [privacy@gw.govt.nz](mailto:privacy@gw.govt.nz)
- If applicable, ask us to correct that information.

Once we have verified your identity, we will provide you with confirmation and access, unless we believe we should withhold the information under the Privacy Act 2020. We will deal with your request within 20 working days; and if we decide to withhold any information, we will provide the reasons and supporting grounds.

### Correction

If we:

- Agree that your personal information needs to be corrected, we will do so and provide you with an amended record (if requested)
- Refuse a request for correction, you are entitled to request that a statement is attached to the relevant personal information recording that the correction was sought but not made.

Your rights to access and correct any personal information we hold are subject to the Privacy Act 2020.

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### Who you can contact for further information

If you have any queries about this privacy statement, or about your personal information that we manage, please contact our Principal Privacy Officer at [privacy@gw.govt.nz](mailto:privacy@gw.govt.nz).

### Complaints

If you consider we have breached your privacy, or there is a privacy matter that we cannot resolve, first make a complaint to our Principal Privacy Officer at [privacy@gw.govt.nz](mailto:privacy@gw.govt.nz).

If you are not satisfied with our response, you can then complain to the Privacy Commissioner at:

Phone      0800 803 909 (Monday to Friday 10am to 3pm)

Email      [enquiries@privacy.org.nz](mailto:enquiries@privacy.org.nz)

Post      Office of the Privacy Commissioner, PO Box 10094, Wellington 6143.