

## **MAIRANGI ARTS CENTRE PRIVACY STATEMENT**

**(Updated 3 JUNE 2020)**

### **Privacy Statement**

Through the course of our interactions the **Mairangi Arts Centre (MAC)** collects personal

information from you, including information about your:

- Name
- Date of Birth
- Contact Information
- Records of Financial transactions
- Interactions with us

We collect your personal information in order to:

- Engage with you as the public and distribute information about our organisational activities, classes and information in the form of 'Posts' and advertised Events
- Monitor our Online Following for Marketing Planning
- Receive payment for services and products

2

By following the Mairangi Arts Centre on Social Media and other Interactive Platforms you

provide us with your respective Username for those platforms. Through these profiles we can

answer questions and will retain conversations for the record.

Social media platforms, as a third party, provide us with Follower Statistics, and your Username, or provided name, along with all our other Followers' names.

By following us we may have access to your personal profiles if they are set to 'Public'.

However, we don't view personal profiles to gather further information without your knowledge

or consent.

We keep your information safe by only allowing certain staff access and adhering to IT Security standards. MAC staff who do have access to contact information will only use the

information for legitimate business purposes that support MAC's business aims.

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 our General Manager, Clint Taniguchi: [manager@mairangiarts.co.nz](mailto:manager@mairangiarts.co.nz) or
- Phone the Mairangi Arts Centre's Office: 09 478 2237; or
- Visit the Mairangi Arts Centre, which is located at 20 Hastings Rd, Mairangi Bay, Auckland.

Information Privacy Principles (IPPs), for reference:

- principle 1 - purpose of collection of personal information
- principle 2 - source of principle of information

- principle 3 - collection of information from subject
- principle 4 - manner of collection of personal information
- principle 5 - storage and security of personal information
- principle 6 - access to personal information
- principle 7 - correction of personal information
- principle 8 - accuracy, etc, of personal information to be checked before use
- principle 9 - agency not to keep personal information for longer than necessary
- principle 10 - limits on use of personal information
- principle 11 - limits on disclosure of personal information
- principle 12 - unique identifiers

<https://privacy.org.nz/news-and-publications/guidance-resources/a-quick-tour-of-the-privacy-principles/>