

**Talking Matters needs your consent to collect some data so you and your whānau can take part in He Waka Kōrero.**

When the course gets underway you will be asked to confirm that you have read this information sheet and consent to our collection and use of data on this basis.

**What we collect and how we use it**

We collect Personal Information – firstly through registration and then when we ask you to complete surveys at the beginning and end of the wananga. Survey information relates to demographics and your experience of the wananga.

“Personal Information” is protected by our Privacy Policy

<https://www.talkingmatters.org.nz/privacy-policy/> and the Privacy Act 2020

<https://privacy.org.nz/privacy-act-2020/privacy-principles/>

**We use this data:-**

- to contact you and keep you informed
- to manage delivery of the mahi
- to evaluate and improve our work (including this wananga)
- to create reports and dashboards and tell stories - on our website, in publications, in presentations.

**We share data with partners who help us to collect, store, manage and analyse information.**

**We only keep Personal Information for as long as we need to.**

**When we don't need Personal Information anymore, we destroy it or make it anonymous.**

**We store Personal Information in secure systems.**

**We only publish information that identifies people if we have obtained their express consent.**

When we share or publish data it is anonymised (which means you, your whānau, your tamariki, are not identified).

**Under the Privacy Act 2020 you have the right to:**

- ask to see a copy of Personal Information that we hold about you and your child
- ask us to update or correct that Personal Information.

**If you think we may have breached the Privacy Act 2020 or our Privacy Policy:**

- please notify Talking Matters' privacy officer and our chief executive
- you have the right to complain to the Privacy Commissioner Te Mana Mātāpono Matatapu at: <https://www.privacy.org.nz/>

**Talking Matters Chief Executive: Jilly Tyler | Privacy Officer: Anabel Fernandez**

**Email: [info@talkingmatters.org.nz](mailto:info@talkingmatters.org.nz) | Phone: +64 9 307 2098**

**Address: Level 5, 55 Anzac Avenue, Auckland 1010, Aotearoa New Zealand**