

Nga Maia Privacy Policy

Updated May 2018

Definitions

To ensure we start things off on the same page, here are a few terms we'll be using.

Whenever we say "we," "us," "our," and "Nga Maia," we're referring to Nga Maia Maori Midwives o Aotearoa, a New Zealand Charitable Trust. Our "Services" includes to you. And by "you," "user", we mean a visitor of <https://ngamaia.co.nz> ("Site").

This Privacy Policy ("Policy") covers how we collect and use any information that might be used to personally identify you ("Personal Information").

Information we collect

When you interact with us through the Services, we may collect personal data and other information from you, as further described below:

Personal Data That You Provide Through the Services: We collect personal data from you when you voluntarily provide such information, such as when you register for membership (for example email address, first name, and last name), use certain Services, contact us with inquiries, or respond to one of our surveys.

By voluntarily providing us with personal data, you are consenting to our use of it in accordance with this Privacy Policy. If you provide personal data to us, you acknowledge and agree that such personal data may be transferred from your current location to the offices and servers of Nga Maia and the authorized third parties referred to herein.

Non-Identifiable or Aggregated Data: When you interact with Nga Maia through the Services, we receive and store certain personally non-identifiable data. Such information, which is collected passively using various technologies, cannot presently be used to specifically identify you. Nga Maia may store such information itself or such information may be included in databases owned and maintained by Nga Maia affiliates, agents or service providers. The non-personal Information collected by us mainly consists of technical and aggregated usage information, such as browsing and 'click-stream' activity on the Services, session heatmaps and scrolls, non-identifying information regarding your device, operating system, internet browser, screen resolution, language and keyboard settings, internet service provider, referring/exit pages, date/time stamps, etc. The Services may use such information and pool it with other information to track, for example, the total number of visitors to our Services, the number of visitors to each page of our Site or of our app, the domain names of our visitors' Internet service providers, and how our users use and interact with the Nga Maia Services.

What about "cookies"?

In order for some of these technologies to work properly, a small data file ("cookie") must be downloaded and stored on your device. By default, we use several persistent cookies for purposes of session and user authentication, security, keeping the User's preferences (e.g., regarding default language and settings), connection stability (e.g., for uploading media, using e-Commerce features, etc.), monitoring performance of our services and marketing campaigns, and generally providing and improving our Services.

If you want to delete or block any cookies, please refer to the help and support area on your internet browser for instructions on how to locate the file or directory that stores cookies. Please note that deleting our cookies or disabling future cookies or tracking technologies may prevent you from accessing certain areas or features of our Services, or may otherwise adversely affect your user experience.

Clear Gifs: We and certain Third Party Services may employ a software technology called “clear gifs” (a.k.a. Web Beacons/Web Bugs), which enables them and us to improve our Services by measuring their effectiveness and performance. Clear gifs are tiny graphics with a unique identifier, similar in function to cookies, however are not stored on your device, but instead embedded within our Services.

Flash and HTML5: We and certain Third Party Services may also employ certain tracking technologies known as “Flash cookies” and “HTML5”, mainly for advertising purposes. Various browsers may offer their own management tools for removing or blocking such technologies.

Our Use of Your personal data and Other Information

Nga Maia uses the personal data you provide in a manner that is consistent with this Privacy Policy. If you provide personal data for a certain reason, we may use the personal data in connection with the reason for which it was provided. For instance, if you contact us by email, we will use the personal data you provide to answer your question or resolve your problem. Also, if you provide personal data in order to obtain access to the Services, we will use your personal data to provide you with access to such services and to monitor your use of such services. Nga Maia and its subsidiaries and affiliates (the “Related Companies”) may also use your personal data and other personally non-identifiable data collected through the Services to help us customize the Services or the messages you receive, improve the content and functionality of the Services, to better understand our users and to improve the Services.

Nga Maia and its Related Companies may use this information to communicate with you regarding the Services or to tell you about services we believe will be of interest to you. If we do so, any marketing communication we send you will contain instructions permitting you to "opt-out" of receiving future marketing communications. In addition, if at any time you wish not to receive any future marketing communications or you wish to have your name deleted from our mailing lists, please contact us as indicated below. Note however that as user of the Service you cannot opt-out of some administrative communications that are reasonably necessary to the Service, such as billing or service notifications.

Our Disclosure of Your Personal Data and Other Information

Nga Maia is not in the business of selling your information. We consider this information to be a vital part of our relationship with you. There are, however, certain circumstances in which we may share your personal data with certain third parties without further notice to you, as set forth below:

Service Providers and Related Third Parties: Nga Maia, like many businesses, sometimes hires other companies to perform certain business-related functions. Examples of such functions include mailing information, maintaining databases and processing payments.

- **Deploying email campaigns.** If you give us your email address, that information will be transferred to and processed by MailChimp, an email service provider. As one of our data processors, MailChimp allows us to collect and securely store your email address and deploy email campaigns to you. For more information, please refer to Mailchimp’s Privacy Policy

Legal Requirements: Nga Maia may disclose your personal data if required to do so by law or in the good faith belief that such action is necessary to (i) comply with a legal obligation, (ii) protect and defend the rights or property of Nga Maia, (iii) act in urgent circumstances to protect the personal safety of users of the Services or the public, or (iv) protect against legal liability.

Links to Other Web Sites: This Privacy Policy applies only to the Services. The Services may contain links to other websites not operated or controlled by Nga Maia (the “Third Party Sites”). The policies and procedures we described here do not apply to the Third Party Sites. The links from the Services do not imply that Nga Maia endorses or has reviewed the Third Party Sites. We suggest contacting those sites directly for information on their privacy policies.

Security: Nga Maia takes reasonable steps to protect the personal data provided via the Services from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. However, no Internet, email or other electronic transmission is ever fully secure or error free, so you should take special care in deciding what information you send to us in this way.

Changes to Nga Maia’s Privacy Policy: The Services and our business may change from time to time. As a result, at times it may be necessary for Nga Maia to make changes to this Privacy Policy. Depending on the type of change, we may notify you of the change by posting on this page or by email. Please review this policy periodically, and especially before you provide any personal data. This Privacy Policy was last updated on the date indicated above. Your continued use of the Services after any changes or revisions to this Privacy Policy shall indicate your agreement with the terms of such revised Privacy Policy.

Access to Information: Contacting Nga Maia: To keep your personal data accurate, current, and complete, please contact us as specified below. We will take reasonable steps to update or correct personal data in our possession that you have previously submitted via the Services. You may also have the right to access and review information associated with your account, or to request further details regarding how long we use or store your personal data.

How We Store and Protect Your Information

Nga Maia follows standard policies and procedures to protect the privacy and confidentiality of your Personal Information that we collect and maintain. For example, we use encryption — such as transport layer security (“TLS”) and secure socket layer (“SSL”) technology — coupled with two-step authentication and other safeguards to protect your data.

However, due to the design of the Internet and other factors outside our control, we cannot guarantee that communications between you and our servers will be free from unauthorized access by third parties or by government agencies. You remain responsible for the security of information in transit to us over the Internet.

Any unauthorized use of the Site may result in criminal and/or civil prosecution. In the event of a security breach, we will notify you by email using the address you submit to us, if any.

If you sign up for the Services, we will retain your Personal Information for as long as the information is relevant to our business purposes or until you request that we remove the data. If you submit a message to Nga Maia via a contact form on the Site, we will collect and use your email address and message content only to send you a reply. This information will be kept private and stored in our email system, and we will not retain your information for any longer than necessary or use it for any other purpose.

Your Choices

You may request that we delete your account, and any information associated with your account, but please note that we may be required (by law or otherwise) to retain certain information and not delete it (or to keep this information for a certain time, in which case we will comply with your deletion request only after we have fulfilled such requirements). When we delete your information, it will be deleted from the active database but may remain in our archives.

Children's Privacy

Our Services are not designed for and are not marketed to people under the age of 13 (“minors”). We do not knowingly collect or ask for information from minors. We do not knowingly allow minors to use our Services. If you are a minor, please do not use our Services or send us your information.

Users From Outside New Zealand

By using our Services, you:

- acknowledge that your information will be processed as described in this Privacy Policy;
- consent to having your information transferred to our affiliates and facilities, in New Zealand or elsewhere, and to the facilities of those third parties with whom we share it as described in this Privacy Policy.

We keep your personal information for no longer than necessary for the purposes for which it is processed. The length of time for which we retain information depends on the purposes for which we collected and use it and/or as required to comply with applicable laws. Where there are technical limitations that prevent deletion or anonymization, we safeguard personal data and limit active use of it.

How to Contact Us

You may contact us as follows: emailing ngamaia.co.nz or Nga Maia: PO Box 901, Hastings.