

Privacy Policy

Hawkins Watts Limited is committed to providing quality services to you, including meeting our legal obligations in respect of your Personal Information.

Your privacy is important, and this policy sets out our obligations to you, including how we collect, use and safeguard your information however you engage with us.

You can also find more information on the Privacy Commissioner's website at <https://www.privacy.org.nz>.

What information do we collect about you?

Personal Information is any information that tells us something that may identify you. The information does not need to name the individual, as long as they are identifiable in other ways.

Personal Information we collect may include names, addresses, email addresses, phone and facsimile numbers, dietary requirements (where relevant), your credit history, information relevant to your recruitment for a role with us.

This Personal Information is obtained in many ways including correspondence, by telephone, by facsimile, email, via our website www.hawkinswatts.com, surveys, from your website, from media and publications, from other publicly available sources and from third parties.

How do we use your information

We collect your Personal Information for the primary purpose of providing our services to you, providing information to you, and marketing.

You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing at sales@hawkinswatts.com or by clicking 'unsubscribe' at the foot of the marketing email from us.

We may also use your information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure.

Disclosure of your information

Your Information will only be disclosed to a third party:

- where you consent to the use or disclosure.
- Where required or authorised by law.
- Where those third parties help us to provide our services to you (for example another consultant)
- Where your personal information is not identifiable or in aggregate form, for example, for the purposes of reporting or responding to surveys

Security of your information

Your Personal Information is stored in a manner that reasonably protects it, via technical and organisational means, from misuse and loss and from unauthorized access, modification or disclosure.

We only retain your Personal Information for as long as it is required for the purposes outlined in this Privacy Policy.

Use of our website

When you use our website our Internet Service Provider may make a record of your visit and log your server address, your domain name, the date, time and duration of your visit, the pages and documents you accessed, the previous website that referred you to our website and the type of browser you are using. This information is available for statical purposes to us, but will not be used to identify you, although we may be compelled by law to provide that information.

While you are visiting our site, we may use cookies to facilitate a more personalised web browsing experience. Unless you volunteer Personal or Business Information, we will not procure information about you via any alternative means while you visit our website.

Access to your Personal Information

Under the Privacy Act 2020, you have the right to request to obtain, or have corrected, any Personal Information that we hold about you. If you want to make a request, please contact us at accounts@hawkinswatts.com

In order to protect your Personal Information we may require identification from you before releasing the requested information.

Policy Updates

This Policy may change from time to time and will be available on our website.

Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy please contact us at:
Hawkins Watts Limited on (09) 622 2720 and ask for the Privacy Officer, or on
accounts@hawkinswatts.com

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