

**Data Processing Consent for the
New Zealand Principals' Federation Conference 2019**

Why we ask for your consent

We are committed to protecting the privacy of all personal data you provide us for this event. The following statements describe what we are doing with your data and how long we store it. This ensures you are fully informed prior to you submitting your personal information for the event.

Data Controller Contact

Organisation Name and Address: The Conference Company Ltd and The Conference Company (Australia) Pty Ltd

Phone +64 9 360 1240 (New Zealand) 1800 193 405 (Australia)

Email: nzpf@theconferencecompany.com

Nominated Data Protection Officer

Name and Title: James Brehaut, General Manager

Phone: +64 9 360 1240

Email Address: nzpf@theconferencecompany.com

Why are we processing your personal data?

We ask for your personal data to facilitate your participation in this event.

Other third parties that will have access to your personal data

Your data will be shared with other organisations and third parties in order to deliver this event. Only data relevant to their specific role will be made available to them. The 3rd parties will include:

- Microsoft Azure, the cloud computing platform the events database is hosted from.
- Payment Express, our authorised ecommerce provider.
- Any hotel you have a reservation with via The Conference Company.
- Caterers. Where you have indicated a dietary restriction this will be provided to any catering company contracted for the event.
- App provider for the Conference.
- AV Companies that receive speaker presentations.
- Travel agencies and suppliers that assist with flight or ground transport bookings.
- Collateral designer and printer e.g. printed pocket programmes.
- Website developer where speaker profiles are included.
- Sponsors. Please note, in a separate privacy section of the registration form, you can opt in or out of your information being shared with sponsors.
- New Zealand Principals' Federation.
- Event organising and programme committees.

How long will we store your personal data?

Your personal data will be retained by us for up to 24 months after the conclusion of this event.

The right to inquire about your personal data

You retain the right to ask us about your personal data at any time. Please contact us at nzpf@theconferencecompany.com with any enquiries you may have.

The right to withdraw your consent

You retain the right to withdraw consent to use your personal data at any time. Please be aware that a withdrawal of consent before the start of this event means we will have to remove your personal details from the event database. Unfortunately, this may preclude you from attending the event as we do need to store your personal details for multiple event related purposes. Please contact us at nzpf@theconferencecompany.com with any enquiries you may have.

The right to forget or anonymize your personal details

You retain the right to request that we forget or anonymize your personal data. If you have attended any event with us, we will retain any financial, tax or event attendance records for reporting reasons, but will remove all personal data from our database, leaving an anonymized" record for reporting reasons.

If we have provided your personal data to third parties we will inform these third parties that you have requested your data be anonymized.