

# SOUTH PACIFIC EDUCATORS IN VISION IMPAIRMENT INC. PRIVACY POLICY 2023

SPEVI Inc is an Association incorporated under the laws of NSW, Australia – Registration number INC9889733.

Australian business number (ABN) 44 545 374 588.

Your privacy is important to us. SPEVI is committed to upholding the spirit of the [New Zealand Privacy Act 2020](https://www.legislation.govt.nz/act/public/2020/0031/latest/LMS23223.html), [Australian Privacy Act 1988](https://www.legislation.gov.au/Details/C2014C00076) and [Australian Privacy Principles 2012](https://www.oaic.gov.au/privacy/australian-privacy-principles).

### Collecting and keeping your information safe

SPEVI maintains a register of members as required by the [NSW Government Fair Trading](https://www.fairtrading.nsw.gov.au/associations-and-co-operatives/associations/running-an-association/management-committee/association-records). The registered information is drawn from the SPEVI Membership Form, and consists of member names, email addresses, SPEVI membership numbers, join date, and the optional member information of country, state, role, and organisation/affiliation. SPEVI does not retain bank account details or qualification details, such as academic transcripts (Membership Category 2).

SPEVI retains member information for the following specific purposes:

* To comply with the Australian and New Zealand Privacy Acts and Privacy Principles. These laws regulate the handling of personal information about individuals, including the collection, use, storage and disclosure of personal information, and access to and correction of that information.
* To enable SPEVI to maintain effective business and accounting standards.
* SPEVI does not supply information about members to marketing organisations or third parties without your consent, unless required by law.

### How SPEVI uses your personal information

* To facilitate communication between the SPEVI Committee of Management, SPEVI Councillors, and SPEVI members,
* To manage email distribution of information to members,
* To inform members about the activities of the Association, and
* To provide information to government and regulatory authorities, as required or authorised by law.

### How can you access your personal information?

* SPEVI members have the right to access their personal information, free of charge, subject to some exceptions allowed by the law.
* For privacy and security reasons, requests for information must be submitted in writing to the SPEVI Membership Secretary (contact details below). Written requests must include the member’s name and current email address.

### Help us ensure we hold accurate information

SPEVI takes all reasonable precautions to ensure that the personal information we collect is accurate, complete and up-to-date. However, the accuracy of information depends to a large extent on the information you provide. For this reason, **please inform the SPEVI Secretary of** **any changes or corrections in your personal information, such as your name and email address.** Email: spevisecretary@gmail.com