



# PRIVACY POLICY

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# BraveTrace NZECS Privacy Policy

## 1. Introduction

New Zealand Body for Certificate Issuance Limited, trading as BraveTrace (we, us, our) operates an electronic registry used to provide access to the registration, trade, and redemption of New Zealand Energy Certificates (**NZ-ECs**) and its associated website (together, **the NZECS Registry**).

We comply with the New Zealand Privacy Act 2020 (the Act) when dealing with personal information. Personal information is information about an identifiable individual (a natural person).

This policy sets out how we will collect, use, disclose and protect your personal information. This policy does not limit or exclude any of your rights under the Act. If you wish to seek further information on the Act, see [www.privacy.org.nz](http://www.privacy.org.nz).

## 2. Changes to this policy

We may change this policy by uploading a revised policy onto our website. The change will apply from the date that we upload the revised policy.

## 3. Who do we collect your personal information from?

We collect personal information about you from:

- you, when you provide that personal information to us, including via our website, through any contact with us (e.g. telephone call or email), or when you use the NZECS Registry or NZ-EC issuing, trade or redemption services.
- third parties where you have authorised this or the information is publicly available.

If possible, we will collect personal information from you directly.

## 4. How we use your personal information

We will use your personal information:

- to verify your identity
- to provide our website, the NZECS Registry and NZ-EC issuing, trade or redemption services
- to improve our website, the NZECS Registry and NZ-EC issuing, trade or redemption services
- to respond to communications from you, including requests for information about our services and complaints
- to conduct research and statistical analysis (on an anonymised basis)
- to protect and/or enforce our legal rights and interests, including defending any claim
- for any other purpose authorised by you or the Act.

We may transfer your information in the case of a sale, merger, consolidation, liquidation, reorganisation or acquisition.

## 5. Disclosing your personal information

We may disclose your personal information to:

- any business that supports our services and products, including any person that hosts or maintains any underlying IT system or data centre that we use to provide the website or other services and products
- other third parties (for anonymised statistical information)
- a person who can require us to supply your personal information (e.g. a regulatory authority)
- any other person authorised by the Act or another law (e.g. a law enforcement agency)
- any other company in the case of a sale, merger, consolidation, liquidation, reorganisation or acquisition
- any other person authorised by you.

A business that supports our services and products may be located outside New Zealand. This may mean your personal information is held and processed outside New Zealand.

## 6. Protecting your personal information

We will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

## 7. Accessing and correcting your personal information

Subject to certain grounds for refusal set out in the Act, you have the right to access your readily retrievable personal information that we hold and to request a correction to your personal information. Before you exercise this right, we will need evidence to confirm that you are the individual to whom the personal information relates.

In respect of a request for correction, if we think the correction is reasonable and we are reasonably able to change the personal information, we will make the correction. If we do not make the correction, we will take reasonable steps to note on the personal information that you requested the correction.

If you want to exercise either of the above rights, email us at [contact@nzecs.co.nz](mailto:contact@nzecs.co.nz). Your email should provide evidence of who you are and set out the details of your request (e.g. the personal information, or the correction, that you are requesting).

We may charge you our reasonable costs of providing to you copies of your personal information or correcting that information.

## 8. Internet use

While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, the provision of that information is at your own risk.

If you follow a link on our website or the NZECS Registry to another site, the owner of that site will have its own privacy policy relating to your personal information. We suggest you review that site's privacy policy before you provide personal information.

We use cookies (an alphanumeric identifier that we transfer to your computer's hard drive so that we can recognise your browser) to monitor your use of our website and the NZECS Registry. You may disable cookies by changing the settings on your browser, although this may mean that you cannot use all of the features of our website and the NZECS Registry.