

Privacy Policy

About us and this policy

Wilderness Running and Endurance Collective Inc (**WREC'kd, we, us**) is an incorporated society registered in New Zealand under the Incorporated Societies Act 2022.

This policy explains how we collect, use, store, share and protect personal information, in line with the Privacy Act 2020 and its Information Privacy Principles. It applies to:

- our website, wreckd.org.nz, and any subdomains we operate;
- membership applications and our register of members;
- fixture (event) registrations, start lists, timing and results;
- information handled for the facilitation of fixtures;
- emails, messages and other communications with us; and
- volunteers, marshals and committee members acting for the Society.

By joining, registering for a fixture or otherwise giving us your information, you acknowledge this policy. It sits alongside our [Constitution](#) and Code of Conduct.

Who is responsible

The Committee is responsible for how WREC'kd handles personal information. A **Privacy Officer** is seconded from the committee, as required by section 201 of the Privacy Act 2020.

The Privacy Officer:

- is the first point of contact for privacy questions, requests and complaints;
- makes sure this policy is followed and reviewed at least once a year;
- keeps a record of access and correction requests and of any privacy incidents; and
- works with the Office of the Privacy Commissioner if a complaint or breach arises.

Committee members, race directors and volunteers only access personal information they need for their role. They must keep it confidential.

Contact the Privacy Officer: – office@runs.nz

The current Privacy Officer is named in the minutes of the meeting that appointed them.

Information we collect

We collect only what we need to run the Society and keep people safe. Most of it comes directly from you.

When	What we collect
Joining	Name, email, membership type (Adult or Youth), date joined, payment confirmation, and your agreement to the Constitution
Voting membership	Application details, endorsements and the Committee's decision
Fixture registration	Name, contact details, date of birth or age category, gender category (if results are categorised), emergency contact name and phone, experience relevant to the route, and whether you want your name published
Health and safety	Medical information you choose to give us so we can help you in an emergency (for example allergies, conditions or medication)
Event day	Bib number, gear check outcomes, check-in and check-out, split and finish times, DNF or withdrawal, location messages from satellite devices or phones, and incident or first-aid notes
Payments	Amount, date and reference. Card details go straight to our payment provider; we never see or store full card numbers
Communications	Emails, messages and feedback you send, and your email subscription status
Website	Basic technical data collected by our hosting and payment providers, such as IP address, browser type and pages visited

You don't have to give us information, but without some details (such as an emergency contact) we can't accept your membership or fixture entry. Medical information is optional unless an event's safety plan requires it.

Young people: Youth members aged under 16 need a parent or guardian to complete or consent to their membership and fixture entries, and to be their emergency contact.

How we use your information

We use personal information to:

- process membership applications and keep the register of members required by the Incorporated Societies Act 2022;
- run general meetings, including notices, voting, proxies and minutes;
- take registrations and payments and produce start lists, bib allocations and results;
- plan and manage safety, including route planning, gear checks, tracking runners in the field and responding to emergencies;
- contact you or your emergency contact about an event, a change of plan or an incident;
- keep financial records and meet our reporting and tax obligations;
- send Society news and fixture information (you can unsubscribe from non-essential emails at any time); and
- improve our events and website.

We won't use your information for an unrelated purpose without your consent, unless the Privacy Act allows it (for example to prevent a serious threat to someone's life or health). We do not sell or rent personal information, and we don't use it for third-party advertising.

Third-party services and overseas storage

We use trusted third-party services to run the Society. They process information on our behalf and under their own privacy terms. We choose providers with reasonable security and give them only what they need.

Membership data is processed by Cloudflare and stored within a private repository of Github. Our payment processors are the Bank of New Zealand and Stripe.

Some of providers store information outside New Zealand. Under Information Privacy Principle 12 we only disclose information overseas where the provider is subject to privacy protections comparable to New Zealand's, or is bound by contract terms that give comparable safeguards. Where that is not possible we will tell you and ask for your consent.

Providers using information solely to store or process it for us are acting as our agents. WREC'kd remains responsible for that information under the Privacy Act.

When we share information

Beyond the service providers we use for a current membership register, we share personal information only in these situations:

- **Event crew:** race directors, marshals and first-aiders receive start lists, emergency contacts and relevant medical notes for the event they are working.
- **Emergencies:** we will share your details, location and medical information with Police, LandSAR, ambulance, rescue helicopter or medical staff, and contact your emergency contact, where this is needed to prevent or lessen a serious threat to your life or health.
- **Land managers and partners:** we may give participant numbers, and where required names, to the Department of Conservation, landowners or partner organisations for access permissions or incident reporting.
- **Legal obligations:** we will disclose information where the law requires it, including to WorkSafe, the Registrar of Incorporated Societies or Inland Revenue.
- **With your consent:** in any other case, only if you agree.

Members can inspect certain information in the register of members as allowed by the Incorporated Societies Act 2022 and our Constitution. We do not publish the register.

Storage, security and retention

We take reasonable steps to protect personal information from loss, misuse and unauthorised access. These include:

- keeping member and registration data in private, access-controlled accounts and repositories, never in public ones;
- limiting access to Committee members and event crew who need it, and removing access when roles end;
- using two-factor authentication on Society accounts where available; and
- never storing full payment card details.

On event days, information often has to work offline in remote terrain. Start lists, emergency contacts and medical notes may be printed or held on phones, tablets or timing devices. Crew must keep these secure and out of public view, and return or destroy printouts and delete device copies within 14 days after the event, once results and any incident follow-up are finished.

Retention. We keep information only as long as we need it:

Information	How long
Register of members	While you are a member, and up to 7 years after, as the Act and good governance require

Financial and payment records	7 years, for tax and audit purposes
Fixture registrations and emergency contacts	Up to 12 months after the event
Medical information	Deleted after the event unless linked to an incident
Incident and first-aid records	At least 7 years, for health and safety purposes
Published results	Kept as a historical record, subject to section 8

Privacy breaches. If a breach has caused, or is likely to cause, serious harm, we will notify the Office of the Privacy Commissioner and the people affected as soon as practicable, as the Privacy Act requires.

Start lists, results and photos

We publish start lists and results on our website, usually showing your name, category and time. You can opt out of having your name published when you register, or tell the Privacy Officer at any time if you wish your results to be anonymised.

Volunteers and members may take photos and video at fixtures, and we may use them on our website, social media and newsletters. If you'd prefer not to appear, tell the race director or Privacy Officer and we will avoid using identifiable images of you and remove any you point out.

We never publish contact details, emergency contacts, medical information or dates of birth.

Your rights: access, correction and complaints

You can ask to see the personal information we hold about you and ask us to correct it. Email the Privacy Officer; we may need to confirm your identity first. We will respond as soon as possible and within 20 working days, as the Privacy Act requires. There is no charge.

If we decide not to correct information, you can ask us to attach a statement of the correction you wanted. We will tell you if we have to withhold anything and why.

If you have a concern about how we've handled your information, please contact the Privacy Officer first. The Committee will consider any complaint the Privacy Officer cannot resolve. If you're still not satisfied, you can complain to the [Office of the Privacy Commissioner](#).

Changes and contact

The Committee reviews this policy at least once a year and when our systems or providers change. We will post the updated version on our website with its date, and tell members by email about any significant change.

Privacy Officer, Wilderness Running and Endurance Collective Inc Email: office@runs.nz Website: wreckd.org.nz

Adopted by the Committee on August meeting. Version 1.0.