### PRIVACY POLICY

### 1st APRIL 2024

Address: <u>https://www.TheDogBehaviourAcademy.co.nz</u>

Type of website: Pet Service

Effective date: 1 April 2024

<u>TheDogBehaviourAcademy.co.nz</u> (the Site) is owned and operated by Merran Spath.

Merran Spath can be contacted at: hello@thedogbehaviouracademy.co.nz +64 212812323 Hakanoa St, Grey Lynn Auckland, 1021

#### Purpose

The purpose of this privacy policy (this 'privacy policy') is to inform users of our site of the following:

- 1. The personal data we will collect
- 2. Use of collected data
- 3. Who has access to the data collected
- 4. The site's cookie policy.

This Privacy Policy (CC in use) applies in addition to the Terms and Conditions of our site.

#### Consent

By using our site, users agree that they give consent to:

- 1. The conditions set out in this PP
- 2. The collection, use and retention of the data listed in this PP

#### Personal Data we collect

We only collect data that helps us achieve the purpose set out in this PP. We will not collect additional data beyond the data listed below without first notifying you.

If you choose not to provide us with the personal data listed below, or if we cannot collect that data, we may be unable to provide you with certain services or information or carry out an activity you requested.

#### Data collected automatically

When you visit or use our site, we may automatically collect and store the following information:

- 1. Location
- 2. Clicked links
- 3. Content viewed

#### Data collected in a non-automatic way

We may also collect the following data when you perform certain functions on our site:

- 1. First and Last name
- 2. Email address

- 3. Phone number
- 4. Address

This data may be collected using the following methods:

- 1. Creating account
- 2. Submitting an enquiry
- 3. Completing customer information forms

#### How we use Personal Data

Data collected on our site will only be used for the purposes specified in this PP or indicated on the relevant pages of our Site. We will not use your data beyond what we disclose in this Privacy Policy.

The data we collect automatically is used for the following purposes:

1. Analytics and Statistics

The data we collect when the user performs certain functions may be used for the following:

1. Communication

#### Who we share Personal data with

1. Employees

We may disclose user data to any member of our organisation who reasonably needs to access user data to achieve the purposes set out in this Privacy policy.

Other disclosures:

We will not sell or share your data with other third parties except in the following cases:

- 1. If the law requires it
- 2. If it is required for any legal proceeding
- 3. To prove or protect our legal rights and
- 4. To buyers or potential buyers of this company if we seek to sell the company.

If you follow hyperlinks from our site to another site, please note that we are not responsible for and have no control over their privacy policies and practices.

How long we store personal data

User data will be stored for a minimum of 7 years.

You will be notified if your data is kept longer than this period.

How we protect your data.

Browser encryption and Confidentiality agreements.

While we take all reasonable precautions to ensure that user data is secure and that users are protected, the risk of harm always remains. The internet as a whole can be insecure at times; therefore, we can only guarantee the security of user data by what is reasonably practical.

#### Children

We do not knowingly collect or use personal data from children under 16 years of age. If we learn that we have collected personal data from a child under 16 years of age, the personal data will be deleted as soon as possible. If a child under the age of 16 years of

age has provided us with personal data, their parent or guardian may contact our privacy officer.

How to Access, modify, Delete or Challenge the Data collected.

If you would like to know if we have collected your personal data, how we have used your personal data, if we have disclosed your personal data and to whom we have disclosed

your data, or if you would like your data to be deleted or modified in any way, don't hesitate to get in touch with our privacy officer here:

Merran Spath hello@thedogbehaviouracademy.co.nz +64 21281 2323 Hakanoa St, Grey Lynn, Auckland. 1021

#### How to opt-out of data collection, use of disclosure

In addition to the method(s) described in the How to Access, Modify, Delete, or Challenge the Data collection section, we provide the following specific opt-out methods for the forms of collection, use, or disclosure of your data specified below:

1. Opt out from all communications. You can opt-out by unsubscribing.

#### Cookie Policy

A cookie is a small file a website stores on the user's hard drive. Its purpose is to collect data related to a person's browsing habits. You can choose to be notified each time a cookie is transmitted. You can also turn off cookies entirely in your internet browser, which may decrease the quality of your user experience.

We use the following types of cookies on our Site.

#### 1. Functional cookies

Functional cookies are used to remember the selections you make on our Site so that your selections are saved for your subsequent visits;

#### 2. Analytical cookies

Analytical cookies allow us to improve the design and functionality of our Site, by collecting data on how you access our Site. For example, data on the content you access, how long you stay on our site, etc.

#### 3. Targeting cookies

Targeting cookies collect data on how you use the Site and your preferences. This lets us personalise the information you see on our site.

#### Modifications

The Privacy policy may be amended from time to time to maintain compliance with the law and to reflect any changes in our data collection processes. When we amend this Privacy Policy, we will update the 'effective date' at the top of this Privacy Policy. We recommend that our users periodically review our Privacy Policy to ensure they are notified of any updates. If necessary, we may notify the user by email of changes to this Privacy Policy.

Contact information If you have any questions, concerns or complaints, you can contact our privacy officer:

Merran Spath at; hello@thedogbehaviouracademy.co.nz +64 21281 2323 Hakanoa St, Grey Lynn

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