



Privacy at Aotearoa Pharmacy Brokers

New Zealand Privacy Policy

Trade Partners

At Aotearoa Pharmacy Brokers we value the trust of our customers and trade partners and understand the importance of personal information. Aotearoa Pharmacy Brokers does NOT record nor retain personal information as determined under the Privacy Act 2020. Information recorded will only relate to corporations, not natural persons and where names are recorded for legitimate business purposes, they will be first names only.

Job Applicants

Aotearoa Pharmacy Brokers retains personal information sent by you to us during the recruitment process for a defined role at Aotearoa Pharmacy Brokers. During the recruitment process, your information is only made available to those with Human Resources responsibilities, the direct line manager and their respective manager. At the completion of the recruitment process for that defined role, any information sent by you to us is permanently deleted, whether electronically or physically.

Employee Records

As part of your employment, a certain level of private information needs to be retained by the business for the lawful operation of the business. Such information includes names, addresses, phone numbers, date of birth and other information to enable the business to operate. We do not collect information that is not necessary for the lawful operation of the business. Requests to view and amend your information can be made to the address below.

Competitions and Promotions

When you provide us with your name and contact details they are entered into a database for the purpose of facilitating that competition including but not limited to ensuring we comply with competition laws. Requests to view and amend your information can be made to the address below.

Adverse Events & Product Technical Complaints

If you tell us about an unintended or harmful occurrences associated with the use of a medicine, vaccine or medical device, including but not limited to side effects to medicines and vaccines, and problems or incidents involving medical devices then we will collect as much information as possible to pass on to the manufacturer of that medicine, vaccine or medical device. We will however minimise the amount of private information that we collect, for example, we will ask for your first name but not last name. We would not ask you for your address, date of birth, etc. However, if you have asked to be contacted by the manufacturer of the product, we will collect your contact details such as email address and/or phone number. Product technical complaints occur when the product does not meet the usual standard and the same procedures apply.

Sharing Your Information

There may be times when we need to disclose your personal information to third parties (some of which may be based outside of New Zealand.) If we do this, we will only disclose your information to:

- our group companies who may use and disclose your information for the same purposes as us
- those who provide to us or our group companies products or services that support the services that we provide
- persons to whom we may be required to pass your information by reason of legal, governmental or regulatory authority including law enforcement agencies and emergency services.

Protecting Your Personal Information

We will take reasonable steps to ensure that the personal information we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment protected from unauthorised access, modification or disclosure.

6. Accessing and updating your personal information

You have the right to access personal information about you if we hold that personal information in a way that it can be readily retrieved, subject to some exceptions provided at law.

We will not be able to provide personal information if:

- we do not know or don't have reasonable grounds to believe it is personal information about you, or
- if disclosing the information would involve the unwarranted disclosure of the affairs of another individual.

You can request correction or amendment of the information held by us at any time. If it is reasonable in the circumstances for us to do so, we will make the requested change or correction, otherwise we'll take reasonable steps to mark that information as having been subject to a change or correction request. If you want to request access to or correction of your personal information, please get in touch with us.

Contact Us About Privacy

If you would like further information regarding this Privacy Policy or if you believe that the privacy of your information has been compromised, please contact our office via email admin@aotearoapharmacybrokers.co.nz or write to: Aotearoa Pharmacy Brokers Level 5, 79 Queen St, Auckland 1010. Should you not be satisfied with the outcome, you may contact the Privacy Commissioner.