

# Privacy Policy

Whisper Tech Limited (“Whisper Tech”) is committed to providing the highest levels of customer service, and we endeavour to deal with our customers, and the public, in an honest, courteous and professional manner.

We respect the privacy of the personal information that you provide to us, and manage the information that you provide in accordance with the Privacy Act 1993 (“the Act”). Whisper Tech is committed to the protection of your personal privacy, and has adopted a set of privacy principles based on the Information Privacy Principles contained in Section 6 of the Act.

This Privacy Policy describes how we treat the personal information that we receive from you.

## **What information do we collect?**

We collect information about you, and your organisation, in order to provide to you the products or services that you have requested, and in order to improve our product and service delivery to you in the future. We may also collect information from you when conducting market research activities.

In most cases the information that we collect about you is business related, as a business contact, such as, but not limited to:

- The name of the organisation you work for
- Your name and job title
- Contact details for you at your place of work
- Information about your relationship to Whisper Tech

Although this type of information is not strictly covered by the Act, we aim to manage this information responsibly, and to protect you according to the Act should any personal information be collected by Whisper Tech.

As a general principle, we will only collect personally identifiable information that is needed for the particular purpose you are providing the information to us for, and to communicate to you information and services that we believe would be of interest to you.

## **Where this information is stored?**

This information may be stored either in hard copy, or on our databases. Whisper Tech takes reasonable steps to ensure that your personal information is stored securely, and only appropriate people within our organisation are permitted to access your information. Whisper Tech operates a secure server to minimise the risk of misuse of electronically stored information.

## **What do we use personal information for?**

We may use information in the following ways:

1. For the purposes for which you specifically provided the information;
2. To provide you with the product, service, and/or advice that you have requested;
3. To disclose and share that information with WhisperGen dealers; or
4. To carry out marketing activities, research and product development.

## **Other uses of information**

We agree not to rent, sell or otherwise exchange to third parties any personal or confidential information submitted to Whisper Tech except where you consent, or where you would reasonably expect the information to be disclosed.

We may disclose personal or confidential information submitted to us if such disclosure is required to comply with the law, or we believe in good faith that disclosure is necessary to:

1. Comply with the law or legal process served on us;
2. To protect or defend our personal and property rights; or
3. To protect the personal safety of any person in an emergency.

## **Your ability to choose**

We will use your personal information you provide to us to keep you advised of our products and activities and to service any goods we have sold to you. If you wish to unsubscribe from our contact lists by opting out at any time you may do so by advising us or by contacting our privacy officer.

## **Review and correction**

Upon presentation of appropriate identification, we will allow you access to information we keep about you to determine what this information is, and to correct the information if it is found to be inaccurate. To review and update the personally identifiable information you have provided us please contact us.

## **Policy modifications**

We may revise and update this Privacy Policy by posting a revised Privacy Policy on our web site located at [www.whispergen.com](http://www.whispergen.com) as and when we see fit.

## **Last update**

This Privacy Policy was last updated on 28/8/09.

## Contact information

If you have any questions, comments or concerns regarding this Privacy Policy, please contact:

The Operations Manager  
Whisper Tech Ltd  
224 Armagh St., PO Box 13 705, Christchurch 8141  
Phone: +64 3 3639293  
Fax: +64 3 363 9294  
Email: [info@whispergen.com](mailto:info@whispergen.com)

For more information about The New Zealand Privacy Act 1993 and the Information Privacy Principles, you can:

- visit the New Zealand Privacy Commissioner's website at <http://www.privacy.org.nz/top.html>
- contact the Office of the Privacy Commissioner on 0800 803 909

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