

Privacy Policy

Registered Charity CC61651 | Effective date: 1 April 2026 | Applies to membership applications submitted via dbctnz.org.nz/membership

The Trust is committed to protecting your personal information in accordance with the Privacy Act 2020 (New Zealand) and the Information Privacy Principles it sets out.

1. Information We Collect

When you apply for membership, we collect the information you provide on the membership form, which may include:

- Contact details: first name, last name, email address, phone number
- Location: city/town and region
- Cultural connection details: district/region of origin in Uttarakhand (if applicable) and years lived in New Zealand
- Your response to how you heard about the Trust and what brings you to the Trust (optional)
- Your preference on receiving the newsletter and event updates
- Confirmation that you are 18 years of age or older

2. How We Use Your Information

We use the information collected to:

- Process your membership application and issue your membership certificate and number
- Administer your membership, including renewals and record-keeping
- Send you membership confirmation and, if you have opted in, newsletters, event invitations, and community updates
- Understand our membership base to improve events, services, and outreach
- Meet our legal, reporting, and charitable-governance obligations, including to Charities Services New Zealand

3. Newsletter and Communications

We will only send you newsletters and marketing-style community updates if you have opted in on the membership form. You may unsubscribe or update your communication preferences at any time by contacting us using the details in Section 11 below.

4. How Your Form Submission Is Processed

Our membership form is built in HTML and submitted using EmailJS, a third-party service that delivers your form submission to the Trust by email. Your membership details are then stored in a Google Sheet managed by the Trust. These providers act only as processors on our behalf — they do not use your information for their own purposes.

5. Sharing of Information

We do not sell or rent your personal information. We may share limited information with:

- EmailJS, solely to transmit your form submission to us at the point of application

- Google (via Google Sheets/Google Workspace), which we use to store and manage membership records
- Trust volunteers, committee members, or contracted service providers who need it to administer membership or run events, under confidentiality obligations
- Registered partner businesses, only where necessary to verify your membership for an advertised discount, and only with your knowledge
- Regulatory or government bodies where required by law, such as Charities Services New Zealand or Inland Revenue

6. Overseas Storage of Information

EmailJS and Google both operate data infrastructure located outside New Zealand, which means your information may be processed or stored overseas as part of submitting and storing your membership details. We only use providers that are subject to privacy and data protection standards comparable to those in New Zealand's Privacy Act 2020, and we do not have reason to believe your information will be held or handled in a way that breaches those standards. If you have any concern about overseas storage of your information, please contact us before submitting the form.

7. Data Storage and Security

Your information is stored using reasonable administrative, technical, and physical safeguards designed to prevent unauthorised access, loss, or misuse. Access to the Google Sheet holding membership records is restricted to authorised Trust committee members and volunteers who need it to administer memberships.

8. Website Cookies and Analytics

Our website does not currently use analytics, tracking cookies, or similar technologies. If we introduce analytics or cookies in future (for example, to understand website traffic), we will update this Privacy Policy beforehand to explain what is collected and how, and to describe any options you have to control it.

9. Data Retention

We retain membership information for as long as your membership is active, and for up to 3 years after your membership lapses or is cancelled, to meet our record-keeping, reporting, and legal obligations as a registered charity. After this period, your information is securely deleted or anonymised, unless we are required to keep it longer by law.

10. Your Rights

Under the Privacy Act 2020, you have the right to request access to the personal information we hold about you and to request that it be corrected if it is inaccurate. You may also ask us to explain how a particular decision affecting you was made using your information. To make a request, contact us using the details below; we will respond within the timeframes required by law.

11. Contact Us / Privacy Queries

For any question about this Privacy Policy, to update your details, to unsubscribe from communications, or to make a privacy request, please contact Devbhoomi Charitable Trust NZ through the contact details published on dbctnz.org.nz. If you believe your privacy has been breached and are not satisfied with our response, you may contact the Office of the Privacy Commissioner (privacy.org.nz).

12. Changes to This Policy

We may update this Privacy Policy from time to time. The version published on dbctnz.org.nz at the time you apply or renew your membership is the version that applies to you.

By checking "I agree to the Terms & Conditions and Privacy Policy" on the membership form, you confirm your acceptance of this Privacy Policy.