

Privacy Policy – TEG Risk App – 28th of March 2019

Scope:

The following Privacy Policy is related to the TEG Risk app (TEGRA) that was developed by TEG Risk & Sustainability Services Ltd of New Zealand and is available on the App Store as and iOS app. The app is a cloud-based tool used to carry out machine risk assessments and is used in place of Microsoft Excel, but collects the same information that would otherwise be collected in this manner. It is only used by TEG Risk & Sustainability Services Ltd or approved parties working on behalf of us. The information may also be shared with others who have a health and safety duty related to the equipment (see below).

During the machine risk assessment process, we collect personal information from you, including information about your:

Name and, potentially, about your role.

We collection this information in order to:

Document the parties who have contributed to a Workplace, Health and Safety risk assessment(s). This helps provide a reference for follow up should clarification or review of the risk assessment be required.

Besides our staff, we share this information with:

The parties who have a health and safety duty related to the equipment that has been assessed e.g. the owner/operator of the machine or the employer of the person who we have interviewed/recorded during the risk assessment.

Providing some information is optional. If you choose not to give your name or role:

We'll ask you for an acceptable reference. If you wish to remain completely unidentifiable the risk assessment may be less valuable to the machine owner/duty holder, as any references for any claims will not be able to be verified.

We keep your information safe by using secure databases and utilising secure access protocols for document storage.

You have a right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you would like to ask for a copy of your information, or have it corrected, please contact us at info@tegrisk.co.nz

Hamish Baker



Director