

Privacy Policy

Introduction

Kāhui Legal (“we”, “us”) are a specialist law firm working at the forefront of Māori development with unparalleled experience and expertise in legal issues that affect Māori and the interface between iwi and Māori organisations and the Crown, local government and other entities.

At Kāhui Legal, the privacy and security of personal information is important to us. We are committed to protecting individuals’, whānau, hapū and iwi privacy and handling personal information in accordance with the Privacy Act. This Privacy Policy sets out how we collect, hold, use and disclose personal information.

Please read this Privacy Policy so you understand how we handle your personal information. By using our website, and professional services, or by providing us your personal information, you authorise us to collect, use, and disclose your personal information in accordance with this Privacy Policy.

This Privacy Policy applies in addition to, and does not limit, our rights and obligations under the Privacy Act (as amended or replaced from time to time).

Definitions

In this policy, unless the context provides otherwise:

- “personal information” is information about an identifiable individual, or by which the identity of an individual can reasonably be obtained;
- “services” means the services that we provide as well as anything that we do for you, including providing you access to our website and our communications with you;
- “we”, “us” and “our” means Kāhui Legal, with offices in Wellington (Diabetes New Zealand House, Level 11, 15 Murphy Street, Wellington) and Rotorua (GHA Building, Level 1, 1108 Fenton Street Rotorua);
- “website” means our website accessible at www.kahuilegal.co.nz;
- “you” means you, the persons/s requesting or using our services, providing us with personal information or visiting our website; and
- “Privacy Act” means the Privacy Act 2020 and any codes, regulations or orders issued under such legislation, as updated and/or replaced from time to time.

Policy

Kāhui Legal complies with the Privacy Act when dealing with personal information. This policy sets out how we access, collect, use, disclose and protect your personal information. This policy does not limit or exclude any of your rights under the Act. If you wish to seek

further information on the Privacy Act or how we handle your personal information, please contact our privacy officer [through](#) the contact details set out below.

What kind of personal information do we collect?

We will access, collect, process, and/or hold personal information provided directly from you or any person you have authorised to provide information to us or we are authorised to collect. This may include:

- names, dates of birth, addresses, email addresses, and contact telephone numbers;
- information to enable us to comply with our obligations under anti-money laundering and counter financing of terrorism laws, including verifying your identification and that of other relevant persons in your organisation; your job title and employer;
- any interactions you have with us (for example time and date of contact, relevant emails, calls and documents);
- any other personal information required from or about you in order to provide our services; and
- any other information you may provide to us, or authorise us to access or collect or we are otherwise authorised to collect.

Additionally, we may also keep record of any information that you acquire from us.

If you provide personal information about someone else, you confirm you are authorised to provide that information to us and acknowledge and warrant that you have made that person aware that we will be accessing, collecting, using and disclosing personal information about them in accordance with this Privacy Policy.

Who do we collect personal information about?

We access, collect and hold personal information including in relation to:

- clients and their associates including employees, contractors, owners and directors;
- individuals, whānau, hapū and iwi that we deal with in the course of providing services;
- suppliers and their employees and contractors;
- prospective employees, employees and contractors; and
- any other person that we may come into contact with in general.

Information about children

We may collect personal information relating to children where it is reasonably necessary for the provision of legal services or the performance of our professional functions and obligations. Where appropriate, personal information about a child will be collected with the consent of a parent or guardian. Consent will not be required where the access, collection, use or disclosure of the information is authorised or required by law, directed or authorised by a Court, undertaken pursuant to a Court appointment or order, or otherwise permitted in the course of carrying out our professional duties.

We recognise the particular sensitivity of personal information relating to children and will take reasonable steps to ensure it is accessed, collected, used, stored and disclosed appropriately and in accordance with applicable privacy and professional obligations

How do we collect personal information about you?

We collect personal information about you:

- directly;
- indirectly:
 - through emails, forms, meetings, interviews, business cards, telephone conversations and through the use of services such as social media;
 - via publicly available websites; and
 - via a third party such as our service providers, government agencies, credit reporting agencies, counterparties, the Courts, other legal counsel etc.

Where we collect information about you indirectly, we will take reasonable steps to ensure you are notified of our collection. This process may include making sure the organisation that provided us the information has informed you of the disclosure to us. In limited circumstances, we may not notify you of this indirect collection, for example, where an exception under the Privacy Act applies to this indirect collection or where it would not adversely impact your interests.

How might we use your personal information?

In general, we may use your personal information:

- to verify your identity;
- to provide services to you;
- to provide services to others which may involve you, including your whānau, hapū, iwi;
- to market our services to you, including contacting you electronically (e.g. by email for this purpose);
- to engage third parties on your behalf;
- to check for and manage commercial or legal conflicts of interest;

- to undertake research to improve the services that we provide to you;
- to undertake credit checks of you (if necessary);
- to comply with our legal obligations;
- to bill you and to collect money that you may owe us;
- for any specific purpose which we may notify you of at the time the personal information is collected;
- for recruitment purposes, including assessing a candidate's suitability for a position with us;
- for health and safety purposes; and
- to do all other things that are necessary, or incidental, to conducting our business.

Why do we collect personal information?

We collect personal information to provide effective services to our clients, to meet our legal obligations as a law firm including (but not limited to) our obligation to comply with our anti-money laundering/countering financing of terrorism requirements. You do not need to provide us with any information we request, but this may have an impact on our ability to provide relevant and quality services to our clients. Additionally, it may also prevent us from meeting our obligations.

To whom may we disclose your personal information?

We may disclose your personal information to:

- any third party that supports our provision of services, including (but not limited to):
 - IT systems or service providers;
 - data management, processing and storage service providers; auditors;
 - banks and other financial services providers;
 - third parties engaged in the course of providing our services (for example barristers, mediators, arbitrators, witnesses, accountants, consultants and subject-matter experts); and
 - service providers that assist with client insight analytics;
- a credit reference agency for the purpose of credit checks;
- a person or entity who can require us to supply your personal information (e.g. courts, tribunals, regulatory authorities, and their representatives);

- parties involved in a matter for which you (or your employer, whānau, hapū, or iwi) have engaged our services;
- Courts or tribunals, or government, ministerial or regulatory agencies;
- any other person authorised by the Act or another law (e.g. law enforcement agencies);
- any other person authorised by you or your representative; and
- any other person where we are required or authorised to do so by law.

You authorise us to disclose your personal information to third parties where this disclosure is necessary to provide our services to you or where you have otherwise consented.

You agree if we sell or transfer our business, we may transfer your personal information to the new owner as part of that transaction.

Protecting your personal information

The security of your personal information is very important to us. Therefore, we take all reasonable steps to keep your personal information safe from loss, unauthorised activity, modification, disclosure and other misuse.

We ensure the protection of your personal information through internal and external premises security as well as restricting access to electronic records of information.

If we no longer require your personal information, we will either destroy it seven years following the closing of the matter (subject to any requirements under law where we may have to retain such information for longer periods) or we will continue to ensure its protection and privacy.

Responsibility for personal information collected through linked third party websites

Our website, news updates or other communications to you, may contain links to third party websites. Unless expressly stated otherwise, these websites have not been developed by and are not controlled by us. They are provided for your convenience only, and do not imply that we check, endorse, approve or agree with the privacy practices of the third party websites linked to.

We encourage you to be aware when you leave our website and to read the privacy policies of each and every website that you visit.

Accessing and correcting your personal information

We aim to ensure that all the personal information that we have is up-to-date, correct and complete, you warrant that you have provided us, and will continue to provide us, with accurate and the most up to date information you have.

You have the right to request access to any personal information that we hold about you and to request a correction to such information. If you want to exercise either of the above rights, please email us at info@kahuilegal.co.nz and address your concerns to our privacy officer.

How can you make a privacy complaint?

If you have any concerns, complaints, or questions about how we have handled your personal information, then please do not hesitate to contact us at the details set out below:

Kāhui Legal
Level 11/15 Murphy Street, Thorndon, Wellington 6011
info@kahuilegal.co.nz

If you are not satisfied with how we have addressed your concerns, complaints or questions about how we handle your personal information, you can contact the Office of the Privacy Commissioner at www.privacy.org.nz.

Internet use

While we take reasonable steps to maintain secure internet connections, if you provide us with personal information over the internet, the provision of that information is at your own risk.

ID Verification for AML/CFT purposes

We use a third party for the purposes of verifying identification to comply with the Anti-Money Laundering and Countering Financing of Terrorism Act 2009. We may be required to disclose and discuss your personal information with that third party for the purposes of meeting the requirements under that Act.

Changes to this policy

We may change this policy by uploading a revised policy onto our website. The change will apply to all information we access and/or hold from the date that we upload the revised policy. This policy was last updated on 11 August 2026.