

PRIVACY STATEMENT FOR THE NZAS RETIREMENT FUND ("Fund")

WHAT DOES THIS PRIVACY STATEMENT COVER?

This privacy statement explains how personal information is collected, used and disclosed by or on behalf of NZAS Retirement Fund Trustee Limited ("Trustee" of the Fund), including by the administration manager of the Fund, currently Mercer (N.Z.) Limited ("Mercer").

References in this privacy statement to 'we', 'our', or 'us' should be read as references to the Trustee and/or Mercer as administration manager of the Fund, as the context requires.

This privacy statement explains how we collect, use, and disclose personal information about you, including how long we hold your personal information for. It also sets out how to request access to, and correction of, your personal information, and who to contact for further information.

This privacy statement is subject at all times to applicable law.

HOW DO WE COLLECT PERSONAL INFORMATION?

We may collect personal information from you in the following circumstances:

- when you provide us with personal information through written and/or verbal communications from time to time;
- when you update us about any change to the details of your personal information;
- when we make requests for your personal information that we require from time to time; and
- when you contact us for any reason.

We may also obtain personal information about you from a third party you have authorised to provide the information to us (such as your employer) or as otherwise permitted by law.

If you provide us with personal information about a third party (such as any person you appoint to act on your behalf), you must ensure you are authorised to provide that information to us, and by providing that information to us, you confirm you have that authorisation.

WHAT PERSONAL INFORMATION DO WE COLLECT?

We collect personal information that is necessary for us to manage the Fund, and to manage the Trustee's relationship with Members.

The categories of personal information that we collect directly from you include:

- your name, date of birth, bank account details, and your contact details (for example, your address, phone number and email address);
- medical information we require to determine if a member is entitled to a Total Disablement or Ill-health Benefit under the Fund trust deed; and
- any other information that you may provide to us (or authorise to be provided to, or collected by, us) from time to time, or which we require in order to administer the Fund in accordance with the Fund trust deed and/or applicable law.

Other information we may collect about you include:

- information that we require to calculate and/or arrange for payment of benefits due to you and calculate the employer contributions you are entitled to receive under the Fund trust deed.

FOR WHAT PURPOSES DOES THE TRUSTEE USE YOUR PERSONAL INFORMATION?

We may use your personal information only for lawful purposes, including:

- administering the Fund;
- maintaining and updating Member records;
- identifying and communicating with Members (including responding to queries and requests);

- complying with relevant laws and regulations, including ensuring benefits under the Fund are calculated and paid correctly;
- where use of the information is necessary in relation to a legal claim or a regulatory enquiry;
- any other purpose that we notify you of at the time your personal information is collected, or after which we have your explicit consent; and
- any other purpose permitted by law.

WHO WE MAY SHARE YOUR PERSONAL INFORMATION WITH

We may share your personal information:

- with the Fund's administrator, our advisers (such as the Fund actuary and legal counsel) and other service providers who we may engage from time to time, in order to facilitate the administration of the Fund and the calculation and payment of your benefits;
- with Inland Revenue and other Government agencies where required by law;
- with other third parties (which may include your current or former employer), to the extent reasonably required to carry out any of the lawful purposes for which we may use your personal information (as outlined above);
- if we are requested to do so in the course of legal proceedings or other investigations; or
- if authorised by you or where we are otherwise required or permitted to do so by applicable law.

In particular, for the purposes of administering the Fund, we may provide some of your personal information to New Zealand Aluminium Smelters Limited as your current or former employer to assist that employer to make decisions relevant to its role as sponsoring employer of the Fund. We will only do so to the extent necessary for these purposes.

Except as provided above, we will not share your personal information with any other third parties and will not sell, license or rent your personal information to third parties.

THE CONSEQUENCES IF YOU DO NOT PROVIDE US WITH YOUR PERSONAL INFORMATION

If you do not provide us, or authorise us to collect, the personal information we have requested or may require from time to time, we may be unable to provide certain Fund services to you. For example, we may be unable to calculate and/or arrange for the payment of benefits due to you under the Fund, or respond to your queries and requests.

HOW LONG DO WE HOLD YOUR PERSONAL INFORMATION FOR?

We may retain your personal information for as long as required to carry out any of the lawful purposes for which we may use your personal information (as outlined above) and/or as required by law.

THE BASIS ON WHICH WE PROVIDE LINKS TO THIRD PARTY WEBSITES

Fund documents and/or communications that we have with you may contain links or references to third party websites. Unless expressly stated otherwise, those websites have not been developed by, and are not controlled by, us. They are provided for your convenience only, and their provision does not imply that we check, endorse, approve or agree with the privacy practices of those third party websites. We encourage you to read the privacy statements of each third party website you visit.

HOW CAN I REQUEST ACCESS TO AND CORRECTION OF MY PERSONAL INFORMATION?

You have the right to request access to, and correction of, the personal information we hold about you.

If you request access to, or a copy of, your personal information, we will provide you such access or copy unless there is good reason (in accordance with the Privacy Act 2020) for not doing so, which may include, for example, where the disclosure would breach someone else's rights to privacy, confidentiality obligations and/or the law.

If you request a correction to your personal information, you may also provide us with a statement of the correction sought ("Statement of Correction"). If we do not agree to your request for a correction, you may request that the Statement of Correction sought be attached to your personal information.

If you wish to request access to and/or correction of your personal information, please contact the Fund's Privacy Officer, Philippa Kalasih, at:

Mercer (N.Z.) Limited
Level 2, Deloitte Building, 20 Customhouse Quay
Wellington 6011
Telephone: (04) 819 2641
Email: philippa.kalasih@mercercor.com

WHO CAN I CONTACT FOR MORE INFORMATION?

If you have questions or concerns about this privacy statement or on personal information we hold about you, please contact the Fund's Privacy Officer as indicated above.

If you believe that we have not resolved your concerns, you can complain to the Office of the Privacy Commissioner at www.privacy.org.nz.

CHANGES TO THIS PRIVACY STATEMENT

This privacy statement may be updated at any time. If this privacy statement is updated, it will be lodged on the Fund's web-site.

This privacy statement is dated 13 September 2022.