

# Privacy Policy

Hiko Power Engineering Ltd (Hiko) respects privacy and is committed to protecting the privacy of its employees and persons interacting with Hiko and to handling all personal information in an open and transparent way. This Privacy Policy applies to all personal information collected by Hiko, or submitted to Hiko, whether offline or online, including personal information collected or submitted through our website, email, apps, and CRM systems.

Personal information is any information about an identifiable individual, such as your name, organisation's name, and/or your contact information. Personal information might be provided to Hiko by you or by others from your organisation. The type of personal information Hiko collect's depends on the nature of our relationship with you.

Hiko collects personal information in order to ensure it meets its company and employment legislative obligations, and in order to effectively conduct business with its customers and suppliers.

When handling personal information Hiko will comply with the New Zealand Privacy Act 2020 (the 'Act') and any other relevant legislation. This policy does not limit or exclude any individual rights under the Act. If you wish to seek further information on the Act, see [www.privacy.org.nz](http://www.privacy.org.nz).

Hiko takes reasonable steps to secure all personal information and only allows authorised personnel to access the information. Hiko takes reasonable steps to destroy personal information when it no longer needs it for the reasons it was collected. Hiko will disclose any data breaches as required by the Act.

You have the right to ask for a copy of any personal information Hiko holds about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at [privacy@hikopower.co.nz](mailto:privacy@hikopower.co.nz), or 0800 473 999, or Hiko Power Engineering Ltd, PO BOX 798 Christchurch 8140.

By providing personal information to Hiko, you are accepting and consenting to the practices described in this Privacy Policy. If you do not agree with any of the terms of this Privacy Policy, please do not submit any personal information to Hiko.

This policy should be read in conjunction with SOP-042 Personal Information Management.



Geoffrey Sullivan  
General Manager

8/12/25  
Date