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### **Plain language summary:**

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# PRIVACY POLICY

#### PRIVACY POLICY INTRODUCTION

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#### CHANGES TO THIS POLICY.

We may change this policy by uploading a revised policy onto the Website. The change will apply from the date that we upload the revised policy.

#### WHO DO WE COLLECT YOUR PERSONAL INFORMATION FROM

We collect personal information about you from:

- when you provide that personal information to us, including via the website and any related service, through any registration or subscription process, through any contact with us (e.g. telephone call or email), or when you use our services and products.
- through third parties where you have authorised this or the information is publicly available. If possible, we will collect personal information from you directly.

#### **HOW WE USE YOUR PERSONAL INFORMATION**

We will use your personal information:

- to verify your identity
- to inform you about our studies and services and products if applicable, including contacting you electronically (e.g. by text or email for this purpose)
- to improve the services that we provide to you
- to respond to communications from you, including a complaint
- to protect and/or enforce our legal rights and interests, including defending any claim
- for any other purpose authorised by you or the Act.

#### HOW WE MIGHT DISCLOSE WEBSITE USERS' PERSONAL INFORMATION

For users of the website we may disclose personal information to:

- another company within our group
- any business that supports our services and products, including any person that hosts or maintains any underlying IT system or data centre that we use to provide the website or other services and products
- other third parties (for anonymised statistical information)
- a person who can require us to supply your personal information (e.g. a regulatory authority)
- any other person authorised by the Act or another law (e.g. a law enforcement agency)
- any other person authorised by you.

A business that supports our services and products may be located outside New Zealand. This may mean your personal information is held and processed outside New Zealand.

#### PROTECTING YOUR PERSONAL INFORMATION

We will take reasonable steps to keep your personal information safe from loss, unauthorised activity, or other misuse.

You may also have rights under the EU General Data Protection Regulation, to the following: erasure of personal information, restriction of processing information, restrictions of the transfer of information outside of New Zealand and data portability, the ability to object to processing and the right to lodge a complaint with a supervisory authority other than the New Zealand Privacy Commission.

#### ACCESSING AND CORRECTING YOUR PERSONAL INFORMATION

Subject to certain grounds for refusal set out in the Act, you have the right to access your readily retrievable personal information that we hold and to request a correction to your personal information. Before you exercise this right, we will need evidence to confirm that you are the individual to whom the personal information relates. In respect of a request for correction, if we think the correction is reasonable and we are reasonably able to change the personal information, we will make the correction. If we do not make the correction, we will take reasonable steps to note on the personal information that you requested the correction. If you want to exercise either of the above rights, email us via the Contact page on the Website. Your email should provide evidence of who you are and set out the details of your request (e.g. the personal information, or the correction, that you are requesting).

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This study was funded with a grant from the Foundation for a Smoke-Free World, Inc. ("FSFW"), a US non-profit 501(c)(3) private foundation. The FSFW's mission is to end smoking in this generation. Under the terms of the grant agreement, the project was editorially independent of FSFW. That is, FSFW had no role in the conception, planning or execution of this study. Neither will the FSFW have any involvement in the data analysis, or decision to publish the results. The contents, selection, and presentation of facts, as well as any opinions expressed on the SQUIRAL Website are the sole responsibility of the authors and under no circumstances shall be regarded as reflecting the positions of the Foundation for a Smoke-Free World, Inc.