

Personal		NEW			ADDITIONS/ ALTERATIONS	
		Please COMPLETE AND SIGN next page of this form.			Please list personal details and updates ONLY , then sign next page of this form.	
Title		First names			Surname	
Spouse/Partner's Name <i>see Note (c) next page</i>						
Mailing Address						
Home Phone		Business Phone		Fax	Email	
Occupation/Other					Mobile	
Year of birth	Gender <i>(tick)</i> Male <input type="checkbox"/> Female <input type="checkbox"/>		Stipendiary Non-stipendiary Retired	<i>tick one</i>	Iwi	Hapu
Deacon Year at		Priest Year at			Bishop Year at	
Theological College/s						

Education

University/Other Institution	Degree/Qualification	Year
Other Qualifications		

Publications *see Note (a) next page*

Title	Year
1	
2	
3	
4	
5	

Clergy Appointments since Ordination *Please attach additional appointments, as appropriate*

Diocese/Hui Amorangi	Position	Location/Ministry Unit	Start year	End Year	Honorary Yes/No	Current Yes/No

NOTICE OF ADVICE FOR NEW ENTRY, ADDITION OR ALTERATION

The General Synod Office is preparing the database for the next biennial publication of the Clerical Directory. On page 1 of this form, you will find provision for detail to be listed/amended for your individual listing in the publication.

The Privacy Act 1993 requires that when personal information is collected directly from the individual concerned, that person is to be made aware of a number of factors. For the purposes of the Anglican Church in Aotearoa, New Zealand and Polynesia the following factors apply:

1. The information is being collected at the request of the General Synod/te Hīnota Whānui in order to be published every two years in the Clerical Directory on a password protected online database.
2. The information is held on a computer database, may be used for statistical purposes, for mailing purposes by the General Synod Office and published in the Clerical Directory in printed or electronic form. This is public information, available for purchase by anyone, or by any organisation, and is used extensively by those involved in clerical appointments.
3. The information is collected and held by the Office of the General Secretary of this Church, and is located at the General Synod Office.
4. If an individual decides not to provide any or all of the information requested, then it simply means that the entry for that person in the Clerical Directory will only show such information as is provided.
5. Every individual concerned has the right to correct any of that individual’s information published in the Clerical Directory, and has the right of access to the personal information that is held on that individual’s behalf.
6. It is understood that the information supplied will be printed in subsequent publications or published on a password protected online database unless written advice is received to the contrary.

The following matters were approved by the 1996 General Synod/te Hīnota Whānui:

- (a) Publications:
It was agreed that this section be confined to five (5) publications of the individual’s choice.
- (b) Electronic Mail Address:
It was agreed that, where available, these be listed in the Directory.
- (c) Name of Spouse/Partner:
It was agreed that, with the consent of the person concerned, the name of the spouse/partner of the clergy be also listed. (Please note the section to be completed on page 1 and the requirement of the signature of the person concerned below.)

I agree to the details listed/as amended on page 1 of this form being published in accordance with the provisions detailed above.

Signature of Clergy: _____ **Date:** _____

Name of Spouse/Partner

I agree to my name being published in accordance with the provision detailed above and as shown on page 1 of this form.

Signature of Spouse/Partner: _____ **Date:** _____

Please return this form to:

The Reverend Michael Hughes
General Secretary
General Synod Office
PO Box 87188 Meadowbank
Auckland 1742