**Rev Apr 2022 CLERICAL DIRECTORY FORM**

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| --- | --- | --- | --- |
| **Personal** |  | **New****Please complete and sign next page of this form.** | **Additions/Alterations****Please list personal details and updates ONLY, then sign next page of this form.**  |
| **Title** | **First names** *(On passport)* | **Surname** *(On passport)* |
| **Spouse/Partner’s Name** *see Note (c) next page* |
| **Mailing Address** |
| **Home Phone** | **Business Phone** | **Mobile** | **Email** |
| **Occupation/Other** |  |
| **Date of birth** *(On Passport)***\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_**(*date) (month) (year)* | **Gender** *(Optional)* | **Stipendiary****□** | **Iwi** | **Hapu** |
| **Male □** | **Non-stipendiary** **□** |
| **Female □** | **Retired □** |
| **Deacon year at** *(eg 1980, Nelson)* | **Priest year at** *(eg 1981, Nelson)* | **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 page, as appropriate

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Diocese/Hui Amorangi**  | **Position**  | **Location/Ministry Unit**  | **Start year**  | **End Year**  | **Honorary Yes/No**  | **Current Yes/No**  |
|  |  |  |  |  |  |  |
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**Rev Apr 2022 CLERICAL DIRECTORY FORM**

**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**The Privacy Act 2020** *(Privacy Act 1993 repealed on 1 December 2020)* requires that when personal information is collected directly from the individual concerned, that person is to be made aware of a number of factors. Further information available from <https://www.privacy.org.nz/privacy-act-2020/privacy-principles/>, and in the Privacy Policy of the General Synod Standing Committee available from the Privacy Officer below. 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 and on a password protected online database.
2. The information is held on a computer database and 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. This information is regularly archived.
3. The information is collected and held by the Office of the General Secretary of this Church.
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. If anyone is concerned about a possible breach of privacy, please contact the Privacy Officer below.
7. 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:

* 1. **Publications:** It was agreed that this section be confined to five (5) publications of the individual’s choice.
	2. **Electronic Mail Address:** It was agreed that, where available, these be listed in the Directory.
	3. **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 Canon Michael Hughes

 General Secretary & Privacy Officer

Anglican General Synod Office

PO Box 87188 Meadowbank

AUCKLAND 1742