The purpose of this Privacy Policy is to tell you what kind of information Moving Mindz may gather about you when you visit this Website, how Moving Mindz may use that information, whether Moving Mindz discloses it to anyone, and the choices you have regarding Moving Mindz’s use of, and your ability to correct this information. This Privacy Policy allows you to choose what kind of and how much information you provide to Moving Mindz and to control how Moving Mindz uses whatever information is obtained by it.

Personal Information

By using the Website and/ or by providing your information (including personal and sensitive personal information), you consent to the collection and use of the information you disclose on the Website in accordance with this Privacy Policy, including but not limited to your consent for sharing your information as per this Privacy Policy. Moving Mindz will however only collect personal information when you provide it to Moving Mindz. Moving Mindz will not use any identifying information about you.

Moving Mindz collects anonymous and personal information primarily to make it easier and more rewarding for you to use Moving Mindz’s services. This includes information which might enable you to be identified, such as your name, e-mail address or postal address, and depending on the service you are accessing could include information about what you like and do not like.

If Moving Mindz holds your personal information, it will provide you with access to the information to review it and also have it corrected to the extent it is deficient, incomplete, incorrect, and unnecessary or outdated. Moving Mindz will take reasonable steps to correct the inaccuracies in your information upon your written request. For the same Moving Mindz may ask you to verify your identity and to provide other details to help us to respond to your request and shall not be responsible for authenticity of the information provided by you.

To the extent Moving Mindz uses your personal information to its services, you have the ability to opt-out of such uses. For withdrawal of consent for providing your personal information to Moving Mindz please send an e-mail to the administration support team of Moving Mindz at support@movingmindz.co. In such cases, Moving Mindz will be under no obligation to provide or continue providing the services for which such information was provided.

Moving Mindz operates secure data networks that are designed to protect your privacy and security. Moving Mindz will only use the personal information you have chosen to provide us for the purpose for which you provided it. Moving Mindz will not use it for any other purpose without your consent.

In general, you can browse the Website without telling Moving Mindz who you are or revealing any personal information about yourself. Once you give us your personal information, you are not anonymous to us.

Moving Mindz Collection Statement

Moving Mindz may collect personal information, as well as sensitive personal information about you during registration process and by means of surveys and health assessments before, during and after the Moving Mindz various challenges including; sleep challenge, nutrition challenge and an activity challenge. This data may be used for –
individual reporting of results;

(b) in aggregate results reporting to the Participating Company; and/or

(c) for scientific research purposes with appropriate ethics approval. An example of academic research carried out using information collected by Moving Mindz may be viewed here.

You may receive a summary of your health and wellbeing scores based on the data that you submit. Moving Mindz may also indicate how your score compares to an overall event or population scores. Reports are supervised by qualified academic personnel who are trained to interpret results. You may get suggestions for continuing to improve your health and wellbeing. **THIS DOES NOT AND WILL NOT CONSTITUTE HEALTH ADVICE.** Our qualified academic personnel **ARE NOT, DO NOT PURPORT TO BE NOR ARE THE HELD OUT TO BE** medical or mental health professionals. You must not take the recommendations as anything more than observations interpreted from the collected data. **You should seek medical and mental health advice from your own medical and mental health professionals.**

Sometimes Moving Mindz may specifically ask for personal information about you when you sign up to use a service through the Website. Certain information may be required (such as your name, age, internet address or screen name, billing address, type of computer or device) to provide that service or product to you. Information collected from you may also be used to send you relevant communication related to additional products and services which may interest you, newsletters, health and nutrition tips, updates and information, marketing information, to administer contests you have participated in, notify you about the same, improve the Website and its functionalities, to display content based on your interests, etc.

If you provide us with personal information about other individuals, you must ensure that those persons have been made aware of the above matters. Where the information collected relates to health, criminal records, or other sensitive information, you must obtain it with the individual's consent.

You may also have the ability to add the personal information of third party individuals into the Website for invitational and registration purposes. Please note that such information will be used for the limited purpose it has been provided for.

**Moving Mindz Survey and Health Assessment FAQ’s**

Moving Mindz is a workplace health and wellbeing intervention designed to encourage participants towards a healthy lifestyle. As part of this objective, we conduct surveys and health assessments to enable us to provide feedback to you on your progress, to assess the effectiveness to your organisation of participating in Moving Mindz, and to assist in improving Moving Mindz as a platform. The data may also be used for scientific research purposes with appropriate ethics approval. The following FAQs summarize the purpose of our surveys and health assessments and our commitment to your privacy.

- What will I gain from participating?
The user surveys are designed to provide you with feedback on your progress towards a healthy lifestyle. The demographic, health and lifestyle information you provide is used to provide you with scores to assess your wellbeing and overall health.

• What will I be asked to do?

You will be asked to complete surveys at the beginning of and towards the end of the Moving Mindz event. You may also be asked to complete surveys during the event. The surveys are short online questionnaires that take around 10-15 minutes to fill out. The survey questions include basic demographic, lifestyle, health & wellbeing information.

• How will the information I give be used?

The information you provide is used by Moving Mindz to compute scores of wellbeing and health that we feed back to you to assess your progress, to assess the effectiveness to your organisation of participating in Moving Mindz, and to assist in improving Moving Mindz as a platform. The data may also be used for scientific research purposes with appropriate ethics approval.

An additional goal of Moving Mindz is to improve health and wellbeing in the community. For this objective, de-identified survey information may be used for the purposes of scientific research with Moving Mindz’s independent scientific research collaborators. This research will only take place if appropriate ethics approval has been received. Your information will allow researchers to use your demographic questions together with the information on your health and lifestyle (but without any identifying information about you) to find out whether the amount of time and activity completed by participants in Moving Mindz are related to improvements in health and wellbeing. From the results, the researchers plan to develop reports and presentations. These reports will be based on de-identified group results ensuring that they contain no information able to identify individual participants.

• What are the potential risks of providing this information?

Your survey information is confidential. Your individual health feedback scores are private and are not shared. Any analysis or research that utilises Moving Mindz data uses de-identified data that is separated from your individual identifying information.

• How will my information contribute to research?

The research using de-identified information described above is conducted independently of Moving Mindz by internationally recognised university investigators at major tertiary institutions. Only after they receive approval for their specific research projects from their institutional ethics committees and Moving Mindz can the data can be analysed. Thus, your de-identified data can contribute to research projects performing independent analysis to assess the effectiveness of Moving Mindz in areas such as mental health, cardiovascular health, diabetes risk, sleep, wellbeing and physical activity, and remain confidential at the same time.

• What do I have to do if I don’t want my information contributing to research?
If you do NOT consent that your de-identified data contribute to research as described above, your data provided to Moving Mindz will only be used for feedback to you from your participation, to assess the effectiveness to your organisation of participating in Moving Mindz, and to assist in improving Moving Mindz as a platform.

If at any time during your participation at Moving Mindz you wish to withdraw that your de-identified data contribute to research as described above, please send an e-mail to the administration support team of Moving Mindz at support@movingmindz.co. In this email simply use ‘withdraw my information’ or ‘withdraw my data’ in the header. The Moving Mindz administration team will respond to you within 48 hours notifying you that you have withdrawn your consent that your de-identified data contribute to research and that your questionnaire data will not be made available for research as described above.

- Who else will have access to my information?

Personal survey information is held securely by Moving Mindz on encrypted servers. Survey data is separated from any information that could be used to identify you. De-identified survey information may be used by Moving Mindz for the purposes of event planning and assessment, and for the purposes of scientific research with appropriate ethics approval.

Use of Anonymous Information

Moving Mindz automatically gathers anonymous information to monitor the use of the Website. Moving Mindz only uses such data in the aggregate. Moving Mindz may publish or provide this aggregate data to other people.

Advertising on the Website

Moving Mindz may be associated with various third parties to either display their advertising on the Website or to manage Moving Mindz’s advertising on other sites. Moving Mindz’s third party associates may use cookies and other tracking application/device to collect anonymous information i.e., non-personally identifiable information about your activities on the Website as also on other websites. This is done to provide you targeted advertising based upon your interests.

Cookies

This Website currently uses cookies and Google Analytic Code. A cookie is a small amount of data that is sent to your browser from a web server and stored on your computer’s hard drive. One of the reasons for using cookies is to identify the total number of users of a site and measure traffic patterns for research purposes. Cookies may also be used by sites that offer personalised or customised content so that a user’s preferences can be “remembered” when they return to the site. Google Analytic Code is a web analytics code which uses “cookies” to enable us to analyse how you use the Website.

Moving Mindz may collect information via cookies. If Moving Mindz collects personal information via cookies, then that personal information will be dealt with by Moving Mindz in accordance with this privacy policy. In other words, information collected via cookies will be treated in the same way as any other information and used only for purposes set out in this policy.
The cookies can be removed by following directions provided in your internet browser’s “help” directory. Rejecting the cookies will not affect your use of the Website, but your access to some areas of the Website may be limited.

Third party application allowing users to share content on the web may also use cookies and/or other tracking applications. Moving Mindz’s privacy policy does not regulate the use of such technology by the third party and does not have access or control over these applications. No personally identifiable information is collected by or transferred to this application by Moving Mindz.

Disclosure

There will be occasions where it will be necessary for Moving Mindz to disclose your personal information and sensitive personal information to third parties. Moving Mindz may be required by law to disclose the information, or Moving Mindz may be required to disclose your personal information to third parties to provide the service you have requested, for research purposes according to the requirements of ethics approval, to resolve disputes, troubleshoot problems help promote a safe service, customize your experience and enforce our terms and conditions. However, the disclosure will only be made where it is necessary to fulfil the purpose for which you disclosed your personal information or sensitive personal information. Otherwise than stated above, Moving Mindz does not disclose personal information that you may give it such as your name, address, email address or telephone number, to any organisation or person outside Moving Mindz unless you have authorised it to do so. Further, before sharing any of your personal and sensitive personal information with any third party, Moving Mindz will ensure that the third party concerned maintains at a minimum, reasonable data practices for maintaining the confidentiality and security of the personal and sensitive personal information and preventing unauthorized access.

Policy Modification

Moving Mindz may periodically review and update this privacy policy in accordance with its privacy practices then in effect. Notification of such modification will be provided to you (either by email or by means of a notice on this Website prior to the change becoming effective). It is your responsibility to regularly check Moving Mindz’s privacy policy to apprise yourself of such changes and your continued use of the Website following such change shall be deemed to be your acceptance of such changes.

Grievance Officer

For any queries related to this Privacy Policy, correction of any personal information provided by you or for making a complaint about breach of privacy, you may contact the Moving Mindz Grievance Officer at support@movingmindz.co.