Privacy information for employees

10 June 2020

To apply for the COVID-19 Wage Subsidy, Wage Subsidy Extension or Leave Support Scheme, your employer must provide the Ministry of Social Development (MSD) with the following information about you:

- First name
- Last name
- Date of birth
- Inland Revenue number
- Number of hours you work per week/fortnight.

Your employer will discuss their application for the subsidy/payment with you and must get consent from you before providing this information in their application. Your consent covers:

- the information about you in your employer’s application being provided to the Ministry of Social Development, and
- your employer providing the Ministry of Social Development with any further information about you required in order for the Ministry of Social Development to make decisions about your employer’s application, and to audit and review any subsidy that is granted (to your employer or to another applicant) and how any subsidy granted is paid to employees; and
- your employer advising the Ministry of Social Development if you end your employment relationship with your employer at a time when your employer is receiving a subsidy with respect to you
- your information being provided to the Ministry of Social Development with respect to your employer’s application (both at the time of application, and any information provided at a later time):
  - being used by the Ministry of Social Development to make decisions about your employer’s application and to audit and review any subsidy that is granted (to your employer or to another applicant) and how any subsidy granted is paid to employees, and
  - being sharing by the Ministry of Social Development with other agencies (including non-government agencies) to the extent necessary in order for the Ministry of Social Development and its auditors to make decisions about your employer’s application, and to audit and review any subsidy that is granted (to your employer or to another applicant) and how any subsidy granted is paid to employees, and
  - other agencies (including non-government agencies) providing information about them to the Ministry of Social Development and its auditors, to the extent necessary in order for the Ministry of Social Development to make decisions about your employer’s application, and to audit and review

For more information [www.workandincome.govt.nz](http://www.workandincome.govt.nz)
any subsidy that is granted (to your employer or to another applicant) and how any subsidy granted is paid to employees.

You do not have to give consent to your employer to provide the information, but if you do not, they will not be able to provide the information in their application and the Ministry of Social Development will decline their application as we will not have enough information to determine whether they are eligible.

No identifiable information about you will be published publicly.

MSD will use the information provided in your employer’s application to assess their eligibility to receive the COVID-19 Wage Subsidy and/or the COVID-19 Leave Payment.

We may also use the information for research and reporting purposes.

Under the Privacy Act 1993 you have the right to request access to all information held about yourself and to request corrections to that information.