PRIVACY POLICY PURSUANT TO ART. 13 OF EU REGULATION 2016/679 (GDPR)

1. DATA CONTROLLER

The Data Controller is Quadra Research S.r.l., with registered office in Udine, Viale Giovanni Paolo II 3, Tax Code/VAT No. 02786400305. You may contact the Data Controller by telephone (0432.486407), telefax (0432.487229), or email selezione@quadraresearch.it.

2. CATEGORIES AND ORIGIN OF PERSONAL DATA PROCESSED

2.1 CATEGORIES OF PERSONAL DATA

In relation to the purposes set out below, the processing may concern the following categories of personal data:

- Identification and contact information (name, surname, place and date of birth, tax code, residence, telephone numbers, email).
- Data relating to the job position sought.
- Data relating to educational qualifications, work experience, and other information provided in the curriculum vitae.

In compliance with Legislative Decree No. 96 of 7 May 2026, Quadra Research neither requests nor processes information concerning the remuneration, compensation, benefits, or economic treatment received by data subjects in connection with their current or previous employment relationships.
Where such information is voluntarily provided by the data subject, including but not limited to through a curriculum vitae, cover letter, application form, or any other supporting documentation, Quadra Research shall disregard such information for the purposes of assessing the candidate's suitability, conducting the selection process, or making recommendations to client companies.
Such information shall not be communicated, disclosed, or otherwise made available to any client company and shall not constitute a factor in any recruitment, evaluation, or selection decision.

2.2 SPECIAL CATEGORIES OF PERSONAL DATA

The Company may process "special categories of data" pursuant to art. 9 of the GDPR, where necessary under art. 9, para. 2, letter b) of the GDPR, such as health-related data like belonging to protected categories, possibly contained in the CV or in any additional documentation submitted by the data subject. This data may only be processed to assess candidacies for job positions within the context of targeted recruitment. In the absence of such circumstances or the conditions of art. 9 GDPR, such data will not be processed and will be immediately deleted.

2.3 SOURCE OF PERSONAL DATA

The personal data may be obtained from the following sources:

- Directly from the data subject.
- From publicly available sources, including professional social network profiles (in accordance with the limits and guarantees set out in this privacy policy).

3. PURPOSES OF PROCESSING, LEGAL BASES AND RETENTION PERIODS

PURPOSES OF PROCESSING	LEGAL BASIS	RETENTION PERIODS
1.a Inclusion in the Data Controller's candidate database for recruitment purposes. b) Responding to advertisements for so-called "open positions," i.e., job advertisements already posted on the website. In this case as well, the data will be entered into the Data Controller's database for future and additional recruiting activities compatible with the profile of the data subject.	Performance of pre-contractual measures at the request of the data subject (Art. 6.1(b) GDPR).	Data will be stored for 5 years from the last activity carried out, unless the data subject requests its deletion at any time.
2. Processing of special categories of personal data pursuant to Art. 9 GDPR to assess candidacy for targeted placement positions.	The need to fulfil the obligations and exercise the specific rights of the Data Controller or data subject in the field of employment law and social security and social protection (Article 9.2(b) GDPR).	Data will be stored for 5 years from the last activity carried out, unless the data subject requests its deletion at any time.
3. Processing public information relating to profiles on professional social networks to verify the correspondence of the data provided.	Legitimate interest of the Data Controller (Art. 6.1(f) GDPR).	Data will be stored for 5 years from the last activity carried out, unless the data subject objects to the treatment.
4. Administration of psychometric tests and preparation of summary reports aimed at assessing transversal skills, work-related aptitudes, and behavioural styles, in cases where the selection process for a specific job position so requires. Such processing DOES NOT concern special categories of personal data or data relating to criminal convictions and offences pursuant to ex Articles 9 and 10 of GDPR.	Performance of pre-contractual measures taken at the data subject's request (Article 6(1)(b) GDPR). Such processing applies only to positions for which such assessment is an integral part of the selection process.	Data will be stored for 5 years from the last activity carried out, unless the data subject requests its deletion at any time.
5. Communication of the candidate's personal data to the client company. In the case of positions involving psychometric assessments, the communication also includes the summary report of the evaluations.	Data subject's consent (Article 6(1)(a) GDPR). The consent is specific to each client company and is requested prior to the sharing of personal data.	
6. Assert or defend a right, including by third parties, in judicial proceedings, as well as administrative or arbitration/conciliation procedures.	Legitimate interest of the Data Controller (Art. 6.1(f) GDPR).	For the entire duration of litigation, until the time limits for bringing appeals have expired.
7. Fulfil obligations arising from legal provisions.	Compliance with a legal obligation to which the Data Controller is subject (Art. 6.1(c) GDPR).	As established by law. Data processed for accounting/tax purposes or contained in accounting records pursuant to Art. 2220 of the Italian Civil

PURPOSES OF PROCESSING	LEGAL BASIS	RETENTION PERIODS
		Code, will be retained as established by law.

After the above retention periods, all data will be destroyed or anonymised, in line with technical procedures for deletion and backup.

4. PROVISION OF DATA

The provision of personal data is mandatory for participating in the Data Controller's search and selection activities. Failure to provide the required data will prevent the Company from carrying out such activities and will render it impossible to consider the application.

CATEGORIES OF RECIPIENTS OF PERSONAL DATA

Access to personal data will be restricted to persons authorised for processing and parties identified as Processors acting on behalf of the Data Controller. These are bound by confidentiality and secrecy, also based on a specific internal regulation. In particular, access may be granted to System Administrators managing the Company's IT systems. For more information, contact the Data Controller at the details above.
Personal data provided by the data subject may be disclosed to:

- Companies seeking qualified personnel compatible with the data subject's profile. The candidate will be contacted and informed of the company's identity; only with specific consent will the Data Controller disclose the data to the company and, in the case of positions involving psychometric assessments, also the summary report of such tests; under no circumstances shall Quadra Research disclose to any client company information concerning the remuneration, compensation, benefits, or other economic treatment received by the data subject in the course of current or previous employment relationships, including where such information has been voluntarily supplied by the data subject, in compliance with Legislative Decree No. 96 of 7 May 2026.
- Public and/or private bodies, individuals and/or legal entities (e.g., legal, administrative and tax consultants) where necessary for correct contractual compliance in connection to services rendered or fulfilment of legal obligations.
- Entities (including Public Authorities) entitled to access the data under statutory or administrative orders.

Such communications of personal data are necessary either for fulfilling a legal/contractual obligation, or for entering into a contract, or for pursuing a legitimate interest.

The personal data provided by data subjects will not be disseminated.

TRANSFER OF PERSONAL DATA TO THIRD COUNTRIES

Transfer of personal data to a third country (non-EU) or international organisation may only occur in accordance with Chapter V of the GDPR. In particular:
- Art. 45 Transfer based on an adequacy decision.
- Art. 46 Transfer subject to appropriate safeguards.
- Art. 47 Binding corporate rules.

If none of these conditions apply, the transfer will occur under Art. 49 GDPR.

Quadra Research may use IT services based on cloud technologies; in such cases, the Data Controller ensures compliance with the above articles.
Should any data transfer occur, the data subject will be notified accordingly.

DATA SUBJECT RIGHTS

The data subject has the right to request the following:

- Access to personal data and information (Art. 15 GDPR).
- Rectification or deletion of personal data (Arts. 16 and 17 GDPR).
- Restriction of processing (Art. 18 GDPR).

The data subject may also:

- Object to processing, in accordance with the conditions and within the limits set out in Art. 21 GDPR.
- Exercise the right to data portability (Art. 20 GDPR).

Where processing is based on consent (Art. 6.1(a) and Art. 9.2(a) GDPR), the data subject has the right to withdraw consent at any time (without affecting the lawfulness of processing based on consent before withdrawal).

Finally, if the data subject believes that processing violates the GDPR, he/she may lodge a complaint with the relevant Data Protection Authority or other relevant authority under Art. 77 et seq. GDPR.

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I declare that I have received, read and understood the privacy policy concerning the processing of my personal data by Quadra Research S.r.l.

Udine, ... Signature: .....