### GQR Terms of Use

Welcome to gqrgm.com, the website for leading executive global talent acquisition firm GQR. It is important to read these Terms of Use as they provide you with the Do's and Don'ts of your visit to our website as well as our legal commitments to you. These Terms of Use apply to your visit to our website. Upon visiting our website, we will collect the personal details that you provide to us for the purposes of providing you with our services and/or information. In providing such services and/or information to you we will only use your personal data in accordance with our Terms of Use below and our <u>Privacy Policy</u>.

## Information Collection & Use

We collect information from our users at several different points on our website, and this information may be collected through the use of cookies. GQR is the sole owner of the information collected on this site. We will not sell or rent this information to others. GQR may share this information with the recipients listed in the Company's Privacy Policy.

## Providing & Requesting Information

We request information from you at different points of our website. These requests will vary and may include but are not limited to, your contact information, your country of residence, the service you are looking for from us, if you would like to be provided with our marketing services as well as any additional information and documents you deem to be relevant to your contact with us, such as your CV. This information is used to enable us to provide you with work-finding services and similar information and/or services that are relevant and of value to you as the user. We may use your contact information to get in touch with you directly regarding your request. We may keep a record of the information that you have provided through the website. If you would like to read more on how we use your personal data please refer to our Privacy Policy.

## What Are Cookies?

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently by providing a better and tailored user experience, as well as to provide information to the owners of the site.

#### The Company may use the information obtained from the use of cookies for the following purposes:

- To recognise your device when you visit our website;
- to track your navigation of our website and to enable the use of the different features of our website;
- to improve and tailor user experience;
- to analyse the use of our website;
- for the administration of the website;
- to prevent fraud and improve the security of the website.

Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit <u>www.aboutcookies.org</u> or <u>www.allaboutcookies.org</u>.

Please note that in a few cases some of our website features may not function if you remove cookies from your browser.

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## What Cookies Does GQR Use & Why?

#### 1. "Strictly Necessary Cookies"

GQR uses these cookies in order to make our website usable by enabling basic functions like page navigation and access to secure areas of the website. The website cannot function properly without these cookies.

An example of the use of these cookies include: Remembering previous actions (e.g. entered text) when navigating back to a page in the same session.

#### 2. "Statistical Cookies"

We use these cookies to allow us to understand how you as a visitor, interact with our website by collecting and reporting information anonymously. These cookies do not collect personal information; they allocate a number to identify each individual user and the user's navigation route through the site is recorded against that number. These analytics cookies expire at the end of any session.

**Some examples of the use of these cookies include:** Tracking the number of unique visitors who visit GQR's site in a given period of time, analysing website traffic by geographic region and examining pageview statistics.

#### 3. "Marketing Cookies"

We use these cookies to track our visitors across the website. These cookies allow us to display content that is relevant and engaging for individual users and creating a much more tailored experience for you.

An example of the use of these cookies include: Displaying localised content or content specific to what you have deemed of most value to you

### Log Files

We use IP addresses to create a custom experience for the user, to analyse trends, administer the site, track users' movements, and to gather broad demographic information for aggregate use. In order to do this, we may collect information about your computer, including, where available, your IP address, operating system and browser type. This is statistical information about our users' browsing actions and patterns and is not linked to personally identifiable information.

### Sharing

We may share aggregated demographic information with our clients. This is not linked to any personal information that can identify any individual person.

#### Links

This website may from time to time contain links to other external websites. Please be aware that GQR is not responsible for the privacy practices of such other sites. We encourage you to be aware of this when you leave our site and to read the Privacy Policy and Terms of Use of each and every website that collects personally identifiable information. These Terms of Use applies solely to information collected by the GQR's website.

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# Security

We use all reasonable efforts to safeguard your personal information. However, you should be aware that the use of the Internet is not entirely secure and for this reason GQR cannot guarantee the security or integrity of any personal information which is transferred from you or to you via the Internet.

If you have any questions about the security at our website, you can send an email to mydata@gqrgm.com.

# Contents

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#### When using this site you must not;

- Provide inaccurate, false or misleading information;
- breach any applicable laws, regulations, licences or third-party rights;
- interfere or tamper with the proper working of this site, in particular you must not hack into or disrupt the operation of the site or access without authority or expropriate any system, data or personal information as defined under the data protection law in place at the time of your actions.

## **Correcting Personal Information**

If you wish to correct any personally identifiable information that you have submitted to us via the website, please contact <u>mydata@gqrgm.com</u>.

## Notification Of Changes

GQR reserves the right to make changes to these Terms of Use at any time and without prior notice to you. Any changes will be posted to this page.

# Complaints Or Queries

This website is owned and operated by Wynden Stark LTD. We try to meet the highest standards when collecting and using personal information. We take any complaints we receive about this very seriously. We encourage people to bring it to our attention if they think that our collection or use of information is unfair, misleading or inappropriate. We would also welcome any suggestions for improving our procedures. If you wish to complain about these Terms of Use or any of the procedures set out in it please contact <u>mydata@gqrgm.com</u>.