

## **Privacy Policy of Talent Link Consulting**

This Privacy Policy aims to inform you about how we handle your Personal Data and ensure its privacy, security, and integrity during the development and execution of Talent Link Consulting's activities.

**Personal Data** "Personal Data" refers to information about the user that can be used to identify them personally, directly or indirectly.

We inform you that your data is collected and processed in accordance with Regulation (EU) 2016/679 of the European Parliament and the Council of April 27, 2016 ("GDPR").

**Data Controller** Talent Link Consulting, a brand of Transitorytask Lda, with NIPC 518231615, located at Rua Drº Ruy Galvão Carvalho Nr. 2 3º Esq., 9500-438 Ponta Delgada, Portugal, is the controller of your personal data. We determine:

- The Personal Data that must be processed in the context of providing services;
- The purposes for which the Personal Data is processed; and
- The methods applied for processing the Personal Data.

**Principles of Personal Data Processing** The processing of Personal Data is carried out in accordance with the general principles outlined in the GDPR and other data protection legislation. Types of data we may collect include, but are not limited to:

- Name;
- Email address;
- Mobile phone number;
- Taxpayer number (in case of invoicing);
- Information about preferences and needs communicated in the context of our services.

## Your Rights

- **Right to Information:** You can request clear, transparent, and comprehensible information about how we process your data.
- **Right to Access:** You have the right to obtain a copy of your data and information about its processing.
- **Right to Rectification:** You can request the correction of your personal data if it is incorrect or incomplete.
- **Right to Erasure:** You can request the deletion of your data, except when the processing is necessary for legal obligations.
- **Right to Restrict Processing:** You can request the temporary suspension of processing your data under certain circumstances.
- **Right to Data Portability:** You can request that your data be transferred to another entity in a structured, commonly used format.
- **Right to Object:** You can object to the processing of your data under certain situations, such as for direct marketing campaigns. You can exercise your rights by sending an email to [info@talentlink-consulting.com](mailto:info@talentlink-consulting.com).

**Data Security** Personal Data will only be processed for the purposes identified in this Policy and with appropriate technical and organizational measures to mitigate associated risks. We do not sell, share, or disclose your personal data to third parties, except when necessary for the provision of contracted services or to comply with legal obligations.

**Cookies** When you use our website, we collect Personal Data through cookies in accordance with our Cookie Policy.

**Changes to the Privacy Policy** We reserve the right to change this Privacy Policy at any time. We recommend that you regularly review this page to stay informed about any updates.

**Contact Information** For inquiries related to this Privacy Policy or the processing of your personal data, please contact us at:

Email: [info@talentlink-consulting.com](mailto:info@talentlink-consulting.com)

This Policy was last updated in January 2025.