

**ABOUT BOYDEN**

Founded in 1946, Boyden is among the largest global Executive Search firms. We operate from over 70 offices in more than 40 countries.

We created the Executive Search business over 70 years ago and today we continue to drive innovation in this industry.

We are specialists in senior Executive Search for a diverse client's base that includes several Fortune 500 companies, large economic groups, mid-sized companies, start-ups, Foundations and NGOs around the world.

**PRIVACY POLICY**

You can consult our Privacy Policy and find out how Boyden process your personal data [here](#).

**INFORMATION PURSUANT TO DECREE-LAW No. 260/2009, OF 09/25****Recruitment methods and techniques**

In order to find the best executives for the needs of our Clients, Boyden has a Research Team of senior and experienced consultants dedicated to identifying professionals in the market who can be interested and fit in the professional challenges and opportunities of our Clients.

After being identified, the potential candidates are asked about their availability and possible interest in new professional opportunities. Once the potential candidate's interest is confirmed, they are invited to a first telephone approach/interview, in which the Research team attempts to gather professional information strictly necessary for the analysis of the potential candidate's profile and its fit to the current or any future needs of our Clients.

If there is a fit in our Client's current opportunity, the next step in the process is a meeting between the potential candidate and the Boyden Partner or Principal responsible for the ongoing project. In this meeting both the Partner/Principal and the candidate will evaluate the fit, interest and motivations to proceed in the ongoing project.

Boyden uses PROPHET (Predictive Role Profiling for High-Performing Executive Teams) which is a tool that helps to understand Executive's preferences and to analyze their motivations.

PROPHET is not an Assessment tool nor is it used for selection purposes. It can, however, provide important information for discussions about candidates' motivations and preferences in the context of their professional experience.

Only professionals qualified and validated by Boyden will be part of a list of candidates to be presented to the client, after confirming their interest in proceeding to the final phase of the project. Only this shortlist of candidates will be invited to answer to PROPHET.

Once the candidates have been presented, it is Client's responsibility to define the recruitment methods and techniques to be applied to conduct and conclude the selection of the candidates and it is our practice to monitor the evolution of the project until its conclusion.

**Information recipients**

The final recipient of the information is exclusively the contracting entity.

**Candidate Rights**

Pursuant to the provisions of art. 25 of the aforementioned legal diploma, the candidate has the right to:

1. The candidate has the right to be informed, in writing, about:
  - a) The recruitment methods and techniques to which they will be submitted and the rules regarding the confidentiality of the obtained results;
  - b) The mandatory or optional nature of responses to tests or questionnaires, as well as the consequences of non-response;
  - c) The persons or companies receiving the information provided, in the terms of the recruitment process, at candidate's request;
  - d) Receive information on corporate negotiation applicable to the sector of the contracting entity.
2. The candidate also has the right to:
  - a) To be informed, in writing, by Boyden about their rights in the context of the aforementioned decree-law, as well as within the context of the offered employment relationship;
  - b) Access and rectify the information provided in the recruitment processes;
  - c) Refuse to answer questionnaires or tests that are not related to professional skills or that relate to their private life;
  - d) Be informed of the possible existence of a warranty or equivalent financial instrument, fixed for the article 18, with the purpose of guaranteeing the repatriation referred to in paragraph 3 of article 27.
3. The candidate is obliged to respond and provide information in accordance with the principle of good faith.

