

FORM FOR EXERCISING THE RIGHTS OF THE DATA SUBJECT

(under Articles 15 and following of the GDPR)

Under the General Data Protection Regulation (GDPR), the data subject may exercise his or her rights described in our privacy policy.

To do so, please fill out this form with the following information (*required):

1. Identification data *

Full name:

Tax ID Number:

E-mail:

Date of birth (for non-nationals only):

Nationality:

Type of relationship with Quaternaire (customer, partner, employee candidate, former employee, subcontractor, other):

2. Characterisation of the request (indicate with an X)*

Right of access

Right of rectification - state the terms in which you wish rectification:

Right to erasure of data ("right to be forgotten") - give reasons:

Right to limitation of treatment - give reasons:

Right to portability - indicate the form and recipient of the transfer:

Right to object - indicate the process(es) you object to:

3. Procedure

a. In person:

To exercise your rights, you must print and deliver in person this form duly completed and signed, and present an identification document (citizen card for nationals and passport for non-nationals), so as to enable your identity to be verified.

b. By e-mail:

To exercise your right(s), you must print, fill out and scan this form, signing it with the digital signature (<http://www.autenticacao.gov.pt/>), and send it by email to rgpd.epd@quaternaire.pt, with GDPR in the "Subject" of the email.

4. Informations

The controller of your personal data in this form is Quaternaire Portugal - Consultoria para o Desenvolvimento, SA, with registered office at Rua Tomás Ribeiro 412, 2º andar, 4450-295 Matosinhos, Legal Person ID No. (NIPC) 502503661. The Data Protection Officer (DPO) can be contacted via the email rgpd.epd@quaternaire.pt, and GDPR should be placed in the "Subject" of the email.

Purposes and grounds for processing and data retention periods:

Quaternaire processes your personal data contained in this form exclusively for the exercise of your rights, as requested in 2. above. The period of time during which your personal data, contained in this form, are kept and stored by Quaternaire for processing purposes is ten years, from the moment the request is satisfied.

Deadline for response: 30 days, which may be extended for another 60 days, depending on the complexity of satisfying the request or the number of pending requests.

5. Signature*

Signature:

Location:

Date:

(for exclusive use of Quaternaire's services)

Nº do pedido: RGD / 20

Conferência da assinatura efetuada por:

em: / / (dd/mm/aaaa)

Nº. do cartão de cidadão:

válido até / / (dd/mm/aaaa)

Nº. do passaporte:

válido até / / (dd/mm/aaaa)