

SCHELSTRAETE DELACOURT ASSOCIATES

EXECUTIVE SEARCH

Cookie Statement



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1. General

Schelstraete Delacourt Associates Group (hereinafter "SDA", "we", "us") uses cookies and similar technologies on its website. The aim of this cookie statement (hereinafter "Cookie Statement") is to inform you as a visitor about the use of cookies. This Cookie Statement applies to SDA's website www.s-d-a.eu.

In addition to this Cookie Statement, SDA also provides a <u>Privacy Statement</u>, of which this Cookie Statement forms an integral part. For the collection and further processing of your personal data in general and your rights in that regard, please refer to this <u>Privacy Statement</u>. This Cookie Statement provides details on the specific way in which we use cookies on our website.

2. What are cookies?

Cookies are small information files that are stored by the internet browser on your computer or mobile device when you visit a website or when you use a (mobile) application. They function as a kind of reminder for a website. Thanks to cookies our website can easily keep track of specific information about our visitors and their surfing behaviour. The term "cookies" also includes technologies similar to cookies, such as pixels, social plug-ins and certain scripts, as these may also collect data from you.

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Cookies can be installed both by SDA itself ("first-party cookies") and by third parties ("third-party cookies"). Third-party cookies ensure that when you visit or use our website, certain data is forwarded to the third party that installed the cookies.

Cookies are sometimes installed temporarily ("session cookies", these are deleted when you close the browser) and sometimes permanently ("persistent cookies", which remain until they expire or until you delete them).

3. What do we use cookies for?

In making its website available, SDA distinguishes the following types of cookies: (1) strictly necessary cookies, (2) analytical cookies and (3) advertising, tracking and social media cookies. We will explain the purpose of these cookies below.

3.1 Strictly necessary cookies

Strictly necessary cookies include technically essential cookies on the one hand and functional cookies on the other.

Technically essential cookies are necessary for purely technical reasons to enable communication between your device and our website.

Functional cookies ensure that the basic functionalities of our website work properly. These cookies are only installed once you, as a visitor, have taken a certain action on our website (e.g., clicked on the button that makes the cookie banner disappear).

The use of technically essential and functional cookies is necessary for the security and proper working of the basic functionalities of our website. In any case, these cookies are only stored on your device in order to perform the functions mentioned above, so that the impact on your privacy is limited.

3.2 Analytical cookies

Analytical cookies allow us to find out more about how you, as a visitor, interact with and respond to the content of our website. This helps us make our website even more attractive. The information in question is used to create and analyse aggregated statistics about the use of our website.

3.3 Advertising, tracking and social media cookies

Advertising, tracking and social media cookies mainly concern cookies used for the purpose of displaying advertisements, implementing functions on our website provided by social media, and measuring how often these advertisements and functions are respectively displayed and used. This category includes, for example, cookies that enable you to see advertisements from SDA on social networks that you use after visiting our website.

4. Which cookies do we use?

Below is the list of individual cookies we use on our website, along with their technical properties and purposes.

4.1 Strictly necessary cookies

Name	Expiration date	Domain	Purpose
XSRF-TOKEN	2 hours	First-party	Guarantees the safety of the visitor by preventing "cross-site request forgery". This cookie is essential for the security of the website and the safety of the user.
laravel_session	2 hours	First-party	Identifies and keeps track of the user's session.

			Registers that the user has taken note of the fact that the website uses cookies and ensures that the cookie banner no longer appears on subsequent visits
hide-cookie-notice	1 year	First-party	within the specified period.

4.2 Analytical cookies

For the use of the cookies listed below on the website, SDA uses the services of Google Analytics.

Name	Expiration date	Domain	Purpose
utma	2 years	First-party	Collects data about the number of times a user has visited the website. Keeps track of the data on the first visit and the most recent visit of this user.
utmb	30 min	First-party	Registers a "timestamp" with the exact time at which a user visited the website. Used to calculate the duration of a visit to the website.
utmc	Session	First-party	Registers a "timestamp" with the exact time when the user leaves the website. Used to calculate the duration of a visit to the website.
utmt	10 min	First-party	Slows down the speed of requests to the server.
utmz	18 months	First-party	Collects data about the location from which the user visited the website, and via which search engine, link and search term the user came to the website.
_utm.gif	Session	Third-party	Tracking code that keeps track of data about the browser and the device of the user.

4.3 Advertising, tracking and social media cookies

Name	Expiration date	Domain	Purpose
IDE	13 months	Third-party	Allows DoubleClick to build a profile of the user based on their surfing behaviour and interactions with advertisements. The user will then see advertisements that are personally relevant based on this profile.
r/collect	Session	Third-party	Provides data to Google Analytics about the device and the behaviour of the user. Tracks the user across devices and marketing channels.

			Checks whether the visitor's browser supports cookies.
test_cookie	1 day	Third-party	
YSC	Session	Third-party (youtube.com)	Allows YouTube to track usage of embedded YouTube videos on the website.
VISITOR_INFO1_LIVE	6 months	Third-party (youtube.com)	
yt-remote-cast-install ed	Session	Third-party	
yt-remote-connected- devices	Persistent	Third-party	
yt-remote-device-id	Persistent	Third-party	Allows YouTube to track user preferences for YouTube videos embedded on the website.
yt-remote-fast-check- period	Session	Third-party	
yt-remote-session-ap	Session	Third-party	
yt-remote-session-na me	Session	Third-party	

5. How can I manage my cookie preferences?

Below is an explanation of how you can manage your cookie preferences.

You can adjust your cookie preferences at any time via your browser. In this way you can control yourself whether certain cookies may be installed and you can set the browser to display a message when a cookie is installed. You can also delete cookies manually via the option that allows you to delete your browsing history. You will find more information on the following pages, depending on which browser you use:

- Cookie settings in Chrome: https://support.google.com/chrome/answer/95647?hl=en
- Cookie settings in Firefox: https://support.mozilla.org/en-US/kb/clear-cookies-and-site-data-firefox
- <u>Cookie settings in Internet Explorer:</u> https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies
- Cookie settings in Safari: https://support.apple.com/en-gb/HT201265 (iOS).

Disabling cookies may cause certain applications of our website and other services not to function optimally.

6. Modifications

We reserve the right to unilaterally change our Cookie Statement at any time. Any modified version will be made available online and can be found on our website. The amended Cookie Statement becomes applicable immediately upon publication. The date on which our Cookie Statement was last modified is displayed at the bottom.

7. Any questions?

If you have any questions about our Cookie Statement, you can always contact us using the following information:

via the website: <u>www.s-d-a.eu/en/contact</u>

by e-mail: <u>privacy@s-d-a.eu</u>

by post: Schelstraete Delacourt Associates Group

f.a.o. Privacy department Bagattenstraat 165

B-9000 Gent Belgium

For your right to file a complaint with the Data Protection Authority, and the possibility to contact the external Data Protection Officer appointed by us directly, please refer to the explanations under Title 8 and Title 9 respectively of our Privacy Statement.

Last modified on: date.