

ETHICAL CODE



4UConsulting Sagl (Domestic Division) gets the required authorizations (Cantonal and Federal) for the Private Placement in Switzerland to residents in Switzerland, or for the Private Placement of foreigners in Switzerland likewise (Swiss citizens abroad), as stated by the Art. 2 of 06.10.1989 Federal Law.

❖ **Professionale ethics**

4UConsulting (Domestic Division) undertakes to respecting the most rigorous principles of professional ethics and confidentiality for both their Clients and Candidates; particularly, 4UConsulting undertakes to safeguard the respective Privacy for any Client corporate data and/or any Candidate personal data collected, in accordance with the pertinent laws and Swiss legislations (LPD, Federal Law on the protection of Personal Data, N.235.1 of June 19th, 1992).

❖ **Purpose and procedures of the data processing**

Similarly, Clients and Candidates are committed to absolute confidentiality in relation to all information provided to them by 4Uconsulting during a selection process.

The information of a business nature relating to Client and personal data Candidates are also subject to treatment for the exclusive purpose of search and selection.

❖ **Guarantee of confidentiality**

As any information about the Client couldn't be divulged without his previous approval, in the same way each single Candidate's personal data is usually introduced to the Client only with his prior accordance.

❖ **Loyalty and transparency**

To avoiding any time dispersion and any potential applications overlapping during the Research and Selection process, each Client has to inform 4UConsulting about any direct contact already got with any Candidate which it might be one of the same eventually introduced from 4UConsulting.

❖ **Retention of the data processing**

4UConsulting will filing in its database any Client documentation which has been collected during the last Research and Selection process; in the future, all Clients' pertinent documentation could be yet reused at anytime for any further Research and Selection process; nevertheless, any Client confident information may be deleted with immediate effect from the 4UConsulting database, on its earliest convenience and specific request.