## Non-disclosure agreement

In connection with your employment or application for employment, PERINTEX, S.C., (RODI) (hereinafter The Company) is required to collect, receive and administer certain personal data including, but not limited to:

- a) Name, address, telephone number, e-mail address, photographs/video of your current address and other contact information;
- b) Nationality, citizenship, federal taxpayer registry, social security number and marital status.
- c) Information regarding your current and previous employment, current and previous positions, work permit, work experience and salary, INFONAVIT, IMMS and other public institution history.
- d) Skills and abilities, including language proficiency, education, including degrees obtained and institutions attended: and
- e) Data on family members, spouse and children, as the case may be, and any other information that may be necessary in relation to the present, among others. Such personal data may be collected at any time by the Company or any other subsidiary or affiliated entities of The Company. You are hereby informed that some of the personal data that will be collected may be considered as Sensitive Personal Data in accordance with the Law on the Protection of Personal Data in the possession of Individuals.

The company may use your information and personal data for various purposes and for business activities such as the following:

- a) To provide you with personnel placement services, to process jobs or temporary assignments for you, or for us to send you with a contractor. B) To evaluate whether you are qualified for a position or function.
- c) To contact you regarding available positions or services we offer.
- d) To inform our customers and business partners about our services.
- e) To carry out research and analysis, as well as to generate job profiles and structures to increase and improve productivity, as well as for any other purposes that The Company deems necessary for the improvement of working conditions, and to resolve or defend complaints and legal claims.

The Company may share and/or transfer your personal information and data to its affiliated companies and national subsidiaries and to third parties, including, but not limited to, customers, suppliers, advisors, consultants and national business partners. We may also share information:

- a) With customers who may have available employment opportunities or who have an interest in hiring our candidates or employees.
- b) When such information is requested or reasonably required by any governmental authority or other governmental official responsible for law enforcement, or when required by law or in response to legal process.
- c) When reasonably necessary to conduct an investigation into suspected or actual illegal activities.

The company will treat your personal information and data as confidential and will maintain preventive measures aimed at protecting it against loss, misuse, unauthorized access, alteration or destruction, not to disclose it for any purpose other than that established with this Privacy Notice.

The Company communicates its guidelines and rules on privacy and security to our employees, customers and suppliers.

By signing this Privacy Notice, you acknowledge that you understand and accept the collection and transmission of your information and personal data by The Company as outlined in this Privacy Notice. In compliance with the provisions of the Federal Law for the Protection of Personal Data in Possession of Individuals we inform you of the following:

Company Address: Benito Juárez # 5693, Col. Santa María del Pueblito, Zapopan, Jalisco

Contact Information: VISITOR Tel. (33)23018599

ARCO Rights: According to the Federal Law for the Protection of Personal Data in Possession of Individuals You have the right to exercise at any time your rights of access, rectification, cancellation and opposition (the "ARCO Rights") of your information, through a written request addressed to the VISITOR, who may request for your protection and benefit, documentation that accredits corrections to the data in case you request rectification of them.

You have the right to access to your personal data that we have and to the details of the treatment of the same as long as you contact us in the period of time that the information stays in the company understood until the information is sent to the contracting party (that from that moment is eliminated of our data base) or if it is not sent you will have 10 working days after granting the information, since after this period of time all related information is erased. However, the company is not responsible for the use made by the contractor of the socioeconomic study once it receives the information, so it is necessary to contact the contractor directly. You can also cancel them when you consider that they are not required for any of the purposes indicated in this privacy notice, are being used for non-consented purposes or have terminated the contractual relationship or service, or oppose the treatment of them for specific purposes. You are hereby informed that you may not limit the use of your personal data when such use is required for the fulfilment of any obligation on the part of The Companies.

Sincerely

PERINTEX., S.C. (RODI)

**VISITOR** 

I declare that I have read and fully agree with everything in this PRIVACY NOTICE.

COMPLETE NAME SIGNATURE DATE