



**SITRASA®**

al servicio del medio ambiente

Sistemas de Tratamiento Ambiental S.A. de C.V.

## NOTICE OF PRIVACY



# NOTICE OF PRIVACY

This privacy notice is established in compliance with the provisions of the Federal Law on Protection of Personal Data Held by Private Parties.

Environmental Treatment Systems S.A. de C.V., with address at Av. Salamanca Pte S/N, Ciudad Industrial, Irapuato, Gto., is responsible for collecting your personal data, the use that is given to them and their protection. Your personal information will be used to provide the services and products you have requested, inform you about changes in them and evaluate the quality of the service we provide.

For the purposes indicated in this privacy notice, we may collect your personal data in different ways: when you provide it to us directly, when you visit our website or use our online services, and when we obtain information through other sources that are permitted by law.

We collect your personal data directly when you provide it to us by various means, such as when you contact us or give us information in order for us to provide you with a service. The data we obtain by this means may be, but not limited to, among others:

- YOUR NAME,
- ELECTRONIC MAIL (EMAIL),
- COUNTRY AND CITY,
- VISITED PAGES WITHIN OUR SITE,
- INFORMATION TO IMPROVE YOUR EXPERIENCE ON OUR SITE SUCH AS SCREEN RESOLUTION, BROWSER AND TYPE OF OPERATING SYSTEM USED.

You have the right to access, rectify and cancel your personal data, as well as to oppose their treatment or revoke the consent that you have given us for this purpose, through a written request or by email.



# DETAILED PRIVACY NOTICE

This Privacy Notice explains our policy regarding the collection, use, disclosure and transmission of user data by SITRASA. This policy may change as we update and expand our services. Therefore, it is recommended to consult it periodically. By accessing our website or otherwise using our service, you consent to our information practices.

To guarantee the correct protection of your personal data and to fully comply with the obligations that the FEDERAL LAW OF PROTECTION OF PERSONAL DATA IN POSSESSION OF INDIVIDUALS establishes in the matter, you are informed that MEXICAN LAW has implemented the administrative security measures, technical and physical necessary and sufficient to prevent damage, loss, alteration, destruction, use, access or improper disclosure.

The Personal Data that they have provided will be kept for a period of 1 year, except for what should be fiscally considered for 5 years, in physical and electronic media, and subsequently discarded to avoid improper treatment of the same.

In no case will SITRASA transfer the personal data of its clients to a third party, without the prior consent of the owners; unless they are required by Judicial, Fiscal, Administrative and/or Environmental Authorities.

## PROCEDURE TO ENFORCE ARCO RIGHTS

You have the right to access your personal data that we have and the details of their treatment, as well as to rectify them if they are inaccurate or incomplete; 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-consensual purposes or the contractual or service relationship has ended, or oppose their treatment for specific purposes.

The mechanisms that have been implemented for the exercise of said rights, which are known as Arco rights, which refer to the rectification, cancellation and opposition of the Owner regarding the processing of their personal data:



# DETAILED PRIVACY NOTICE

- 1) The procedure begins with the presentation of the respective application to the ARCO rights, at the address of our Office, which was duly indicated at the beginning of this privacy notice.
  
- 2) Your request must contain the following information:
  1. Name of the owner of the personal data.
  2. Domicile or any other means of contact.
  3. Documents proving your personality and identity.
  4. The clear and precise description of the personal data.
  5. Any other document that facilitates the location of the data.
  
- 3) The deadline to respond to your request is: 15 business days.