# **Comprehensive Privacy Notice**

INDUSTRIAL COM S.A. DE C.V., which hereafter will be called "ICOM", with registered address at Av. De la Plata # 62, Colonia Parque Industrial, C.P. 83299, Hermosillo, Sonora, offers you the knowledge of the following:

"ICOM" is responsible for the collection and handling of personal data and for these purposes complies with all the requirements stipulated by law. In a particular but non-exclusive way, the principles that include legality, quality, security, consent, and responsibility are met.

## **Source of Personal Data**

"ICOM" informs you that your data may be collected in the following manner:

- Directly and personally at our offices at the aforementioned address.
- Via telephone.
- Via our Internetindustrialcom.com.mx page.
- Via video surveillance cameras such as images and sounds.
- Physical Contact Forms, distributed at conferences, events and other promotional activities.
- All sources allowed by law.

#### **Personal Data to Collect**

In the same manner, we inform you that we can collect the following data directly, by phone or on our website:

- Full Name and / or Company Name
- Occupation
- Date of birth
- Full Tax and / or Private domicile
- Telephone (Home and / or cell phone and / or radio)
- Federal taxpayer registration
- Personal and / or business email
- Voting Card
- Sex
- Signature

In order to carry out financial operations, the following information can be requested in an additional manner:

- Bank Account No.
- Debit and / or Credit Card No.
- Interbanking "Clabe" (Transfer Code)

The data that we may collect when you visit our website or use our online services are the following: IP address, type of user's browser, name of domain and pages within the site through which it was accessed, duration of time of interaction on the "ICOM" web page, all this through the use of cookies

and web beacons, which can be disabled in your browser. To perform this procedure, contact your browser's manufacturer.

## Uses of the Data

The data to be collected above will be used for the following purposes:

## **REQUIRED TO PROVIDE THE CONTRACTED SERVICE:**

- Grant the contracted services
- Confirm and / or assign appointments for services
- Billing procedures
- Information Archiving and Backup Activities

#### NOT NECESSARY TO PROVIDE THE CONTRACTED SERVICE:

- Management of customer loyalty programs.
- Carry out raffles and / or contests
- Sending communications and / or promotional images of products and services

# **ARCO** rights

You have the right to access your personal data that we have and to detail the treatments, rectify them in case 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 mechanism implemented for the exercise of ARCO's rights is: Through the corresponding form that you can obtain upon request to the mail dmancera@industrialcom.com.mx, it must be filled out in its entirety, and sent to the same email dmancera@industrialcom.com.mx accompanied by the documents that such request requires.

The deadlines to meet your request according to what is established in article 32 of the law will be a maximum of 20 business days from the date of receipt of the request for ARCO rights.

# **Transfer of Data to Third Parties**

Your personal data may be processed inside and outside the country, by people from another company. In this sense, your information may be shared with our strategic partners on information platforms for the purpose of:

- Provide the requested service.
- For sending informative emails, sweepstakes, and promotional emails.
- For billing management.
- For collection purposes and / or legal consulting in case of non-compliance with the payment of our services.
- In order to support and archive the information for future reference.
- Compliance with laws
- Audit, consulting, and support
- Prospecting and collecting evidence
- Validation in compliance with best practices

#### Safety

We promise not to transfer your sensitive personal data, likewise we will refrain from selling, leasing or renting your personal data to third parties.

In the event that any security breach occurs at any stage of the processing of your personal data, we undertake to make this fact known immediately through our Internet page industrialcom.com.mx, so that the corresponding measures are taken in order to protect your rights.

If you consider that your right to protection of personal data has been harmed by any conduct of our employees or our actions or responses, you presume that in the processing of your personal data there is a violation of the provisions provided by the Federal Law on Protection of Personal Data in Possession of Individuals, you may file the corresponding complaint. For more information you can visit the page www.ifai.org.mx

#### Modifications

"ICOM" reserves the right to make modifications and adjustments to this privacy notice, for the attention of reforms to the same law, internal policies or new requirements for the provision of services or products.

These modifications will be announced through visible advertisements in our establishment; on our website; or we will send them to the last email you provided.

Update Date: JUNE 2020