

PRIVACY NOTICE

BASIS

Under the FEDERAL LAW ON THE PROTECTION OF PERSONAL DATA IN POSSESSION OF INDIVIDUALS approved on April 13, 2010, we inform you of the following information, requesting a careful reading of it.

RESPONSIBLE FOR THE PROCESSING OF PERSONAL DATA

MACIEL CASTRO Y ASOCIADOS, S.C. (MC) with address at Avenida Insurgentes Sur 1853, 7th floor, Colonia Guadalupe Inn, Mexico City, C.P. 01020, is responsible for the processing of your data following this Privacy Notice.

The Department of Personal Data is the one designated by MC, for the processing of requests from the holders, for the exercise of their rights derived from or inherent to personal data. Holder of Personal Data Holder: It is the natural person to whom the personal data correspond.

DATA COLLECTED

The personal contact and/or identification data that MC will use are name, age, Federal Taxpayers Registry (RFC), Unique Population Registry Code (CURP), social security number, address, activity or occupation, tax address, Electronic Signature, email, and telephone (mobile and/or landline), as well as the documents that prove the identity, or where appropriate the legal representation of the owner.

SENSITIVE DATA

MC will collect and process sensitive data, related to your accounting, tax, and equity situation, necessary or convenient for the purposes outlined below. Sensitive personal data will be maintained and treated with strict security and confidentiality for purposes related to the provision of accounting and tax services and following this Privacy Notice.

PURPOSE OF THE PROCESSING OF PERSONAL DATA

The Personal Data in MC's possession will be used for the following purposes:

- a. Identification of personal data and its origin, for the purposes outlined in this Privacy Notice.
- b. To be able to provide and provide auditing, accounting, tax or accounting, fiscal, administrative, and financial consulting services, contracted or required by the owner.
- c. Inform about changes in the legislation of the country or the conditions of our service.
- d. Comply with the obligations contracted with the owner.
- e. Creation, study, analysis, updating, and maintenance and accounting and tax file, for the provision of services, billing, and collection of the aforementioned services.
- F. Evaluate the quality of our services.
- g. Send own- or third-party newsletters.
- h. Invite to own or third-party events.
- i. Sending of curriculum and/or hiring of personnel.
- j. Other purposes of the processing of personal data may be for studies, records, statistics, and analysis of financial and tax information. As well as for maintenance of records for the provision of services in the future. Statistical and market analysis.

In the event that the owners do not wish MC to process their personal data for the purposes outlined in subsection b) above, they will have a period of 5 (five) days to express refusal by directing a communication to the General Directorate, Department of Personal Data of MC by sending a notification to: Av. Insurgentes Sur 1853 Floor 7, Col. Guadalupe Inn, Mexico City, CP 01020.

TRANSFER

For the provision of accounting and tax services, studies, analysis, updating, and file maintenance, MC can transfer inside and outside the country, the personal data in its possession to third parties subcontracted by the client for the purposes indicated in this Privacy Notice, as well as to any company of the same corporate group, or where appropriate competent authorities.

The consent of the owners will not be necessary when transfers are made to third parties subcontracted by the client when the mentioned transfer is necessary to provide a service or keep files updated.

In the event that the holders do not wish MC to transfer their personal data, they will have a period of 5 (five) days to express their refusal by sending a communication to the General Directorate, Department of Personal Data MC by sending a notification to: Av. Insurgentes Sur 1853 piso7, Col. Guadalupe Inn, Mexico City, CP 01020.

LIMITATION OF USE AND DISCLOSURE OF PERSONAL DATA

The owners may limit the use of their personal data, through an email or written notification to: Av. Insurgentes Sur 1853 piso 7, Col. Guadalupe Inn, Ciudad de México, C.P. 01020.

REQUEST FOR ACCESS, RECTIFICATION, CANCELLATION, OR OPPOSITION OF PERSONAL DATA AND REVOCATION OF CONSENT (ARCO REQUEST)

All personal data are treated under current legislation, therefore the holders of personal data have at all times the right to access their personal data held by MC and the details of their treatment, as well as to rectify them in case to be inaccurate or incomplete; cancel them when they turn out to be excessive or unnecessary for the purposes that justified their obtaining and oppose their treatment.

MEANS TO EXERCISE ARCO RIGHTS (ACCESS, RECTIFICATION, CANCELLATION, AND OPPOSITION)

To initiate an Arco Request, the owner of personal data must submit a written request addressed to our Personal Data Department or written notification to: Av. Insurgentes Sur 1853 Floor 7, Col. Guadalupe Inn, Mexico City 01020, attention to the General Directorate, Department of Personal Data, from Monday to Friday from 9:00 a.m. to 3:00 p.m., and from 5:00 p.m. to 6:00 p.m., which contain the following information:

- Name of owner
- Address of the owner or email address to communicate a response to the request
- Description of personal data on which it is intended to exercise any ARCO right
- Date of care and name of MC on which you received services
- Any other element that allows the location of personal data and attention to the request.

MEANS TO REVOKE CONSENT

At any time, the holders can request the revocation of the consent granted to MC to process their personal data by sending a written request addressed to our Department of Personal Data or by sending a written notification to: Av. Insurgentes Sur 1853 Floor 7, Col. Guadalupe Inn, Mexico City 01020, attention to the General Directorate, Personal Data, from Monday to Friday from 9:00 a.m. to 3:00 p.m. and from 5:00 p.m. to 6:00 p.m.; in which the data regarding which you revoke your consent is detailed.

Once the request to limit the use or disclosure of personal data has been received, the Personal Data Department will have a maximum period of twenty business days to resolve the merit request; It will be effective within a maximum term of fifteen business days, counted from the date the response was communicated to the owner.

OPTIONS AND MEANS THAT MC OFFERS TO LIMIT THE USE OR DISCLOSURE OF PERSONAL DATA

Holders of personal data have the possibility of limiting the use or disclosure of their personal data by sending a written request submitted at: Av. Insurgentes Sur 1853 Floor 7, Col. Guadalupe Inn, Mexico City CP 01020 attention to the General Directorate, Personal Data, from Monday to Friday from 9:00 a.m. to 3:00 p.m. and from 5:00 p.m. to 6:00 p.m.; indicating the desired limitation to the use of your personal data.

MEASURES TO PROTECT PERSONAL DATA

To prevent unauthorized access to personal data and to ensure that the information is used for the purposes established in this Privacy Notice, MC has established physical, electronic, and administrative procedures to prevent the use or disclosure of the data personal, allowing MC to treat them appropriately. These procedures are constantly evaluated and revised by the Department of Personal Data, seeking to control the use and disclosure of the data.

INFORMATION OBTAINED BY REMOTE OR LOCAL MEANS OF ELECTRONIC OR OPTICAL COMMUNICATION

MC collects and stores information through access to its website, information about the IP address/domain name of the visitor, websites that refer to its site, behavior and time spent on the website, the pages browsed, tools used, zip code, browser type, and operating system among others.

This information is obtained and stored to measure site activity and identify browsing trends that are not attributable to a specific individual.

The aforementioned information is collected through "cookies", as well as other technical means and mechanisms, such as pixel tags, web bugs, links in emails, web beacons (Internet tags, pixel tags, and clear GIFs) among others.

Most browsers will allow you to delete the use of cookies, block the acceptance of cookies, or receive a warning before storing cookies. We suggest you consult the instructions of your browser to use "cookies".

NOTICE OF CHANGES TO THE PRIVACY NOTICE

This Privacy Notice may be modified at any time to comply with legislative, jurisprudential updates, internal policies, new requirements for the provision of MC services, or any other cause at MC's sole discretion. In this case, the modifications will be available on our website <http://www.macsc.com.mx>, or any other verbal, printed, or electronic means of communication that MC determines for that purpose.

I declare under protest of telling the truth that I have read this Privacy Notice in its entirety and fully understand its scope and content. I hereby grant my consent for MC to treat my personal data following this Privacy Notice.

Likewise, I expressly consent to the treatment by MC of my sensitive personal data and the transfer of my data.

Likewise, I expressly consent to the processing of my information (personal data) for the "Different Purposes" described in subsection j) of the section "PURPOSE OF THE PROCESSING OF PERSONAL DATA".