INTEGRATED PRIVACY POLICY
EMPLOYEES
AND POTENTIAL EMPLOYEES

Responsible Party for Personal Data
The Anglo Mexican Foundation, A.C., hereinafter the foundation, with address located at Antonio Caso 127, Col. San Rafael, Mexico, Mexico City, alcaldía Cuauhtémoc, C.P. 06470, telephone (55) 3000 1800, and e-mail seguridad.datos@tamf.org.mx, in compliance with the provisions of the Federal Law for the Protection of Personal Data in Possession of Individuals and its corresponding Regulations (hereinafter "Law"), informs you that it is responsible for the collection of your personal data, its use and its protection when collected through printed, electronic, telephone, audiovisual or any other means permitted by the applicable regulations.

Personal data to be collected and the purpose of their processing

The Anglo Mexican Foundation, A.C., will process personal identification data, including your personal image through photographs, surveillance videos, biometric personal data, personal authentication data, personal contact data, personal data on physical characteristics, personal medical data, personal academic data, personal employment data, personal property data, personal demographic data, personal family data and personal financial data to comply with the purposes indicated in this privacy notice.

What will we use your personal data for?
The personal data we collect from you will be used for the following purposes that are necessary for the service you request:

1. *To know the details of a job applicant.*
2. *To assess whether you are qualified to fill a position or role, and to communicate with you regarding available positions we offer.*
3. *Recruiting employees.*
4. *Paying employee payroll and other benefits (IMSS, INFONAVIT, AFORE, medical insurance, travel expenses, reimbursements, etc.).*
5. *Entering into corresponding contracts for the completion of their recruitment, as well as the necessary ancillary legal instruments.*
6. *For administrative purposes.*
7. *To have personalised communication related to the Foundation.*

In addition, we will use your personal information for the following purposes which are ***not necessary*** *for the requested service, but which enable and facilitate us to provide you with a better service:*

1. Implement mechanisms and measures for the security of personnel within the different facilities of the foundation, as well as monitoring and surveillance through the video surveillance system of the conduct of persons within the facilities.
2. To disseminate and carry out academic, cultural and artistic activities related to the foundation.
3. To provide basic first aid if necessary and to take the necessary health and sanitation measures.
4. Conducting satisfaction surveys.

5. Conducting research and analysis, statistical reporting, establishing remuneration schemes, and evaluating the performance and growth of its employees and the labour market.

The Anglo Mexican Foundation, A.C., will process your personal data only for the time permitted by law, for which reason the Foundation will delete your information after this period has elapsed.

In the case of candidates, information will be stored for 6 months in case a new position may arise for the candidate's profile. This data may also be shared with companies that are part of our exchange network.

The processing of personal data shall always be subject to the owner's consent, either explicitly by expressing their will verbally, by electronic or visual means, by any other technology or by unequivocal indications, or tacitly. For the purposes of this privacy notice, consent shall be understood as tacit when, having made the privacy notice available to the data subject, the latter does not express any opposition whatsoever.

For both consents, the holder of the personal data has a period of 5 days to express their opposition to the processing of such data, following the procedure described in the "ARCO Rights" section of this privacy notice.

In the absence of any objection, consent shall be deemed to have been given.

USE OF COOKIES AND WEB BEACONS

We inform you that the website of **The Anglo Mexican Foundation, A.C.**, uses cookies, web beacons and other technologies through which it is possible to monitor your behaviour as an Internet user, to provide you with a better service and user experience when browsing the website, and to offer you new products based on your preferences.

Please note that we use cookies and web beacons to collect personal information about you, such as: (i) the web pages you visit; (ii) the links you follow; (iii) your IP address; and (iv) the site you visited before coming to our site.

These cookies and other technologies can be disabled. To find out how to do this, please consult your browser's help menu. Please note that if you disable cookies, you may not be able to access certain personalised features on our websites.

ARCO RIGHTS

The owners of the personal data in possession of **The Anglo Mexican Foundation, A.C.**, at any time, may exercise the right to access their personal data and the details of their processing, as well as to rectify them if they are inaccurate or instruct to cancel them when they consider that they are excessive or unnecessary for the purposes that justified their collection, or oppose their processing. The rights described above are referred to as ARCO rights.

In the event that you wish to: i) revoke your consent to process your personal data for the purposes described in this notice, or ii) notify the improper use of the processing of your personal data because you consider that **The Anglo Mexican Foundation, A.C.**, or its actions or responses harm your data protection rights, or presume that there is any violation of the provisions of the Law, or iii) exercise your ARCO Rights. You must submit a written request addressed to the Compliance & Legal Department at the aforementioned address from 8:30 to 17:00 hours from Monday to Friday or by email to seguridad.datos@tamf.org.mx.

The written statement must contain at least the following information:

- Name of the holder, address, telephone number and e-mail address (if available);
- Copy of the holder's identification, issued by a Federal authority of the Mexican State;
- Description of the purpose of the letter, which may include but is not limited to the following: (i) Revocation of consent to process your personal data; and/or (ii) Notification of the improper use of the processing of your personal data; and/or (iii) Exercise of your ARCO Rights, with a clear and precise description of the data to be Accessed, Rectified, Cancelled or Opposed. In the case of rectification of personal data, you must indicate the exact modification and attach the supporting documentation; and
- Any other element or document that facilitates the location of your personal data, for example, to which person and/or area of **The Anglo Mexican Foundation, A.C.** they were provided..

The Anglo Mexican Foundation, A.C., informs you that when it comes to revoking your consent, it will not be possible in all cases to respond to the request or conclude the use immediately, as it is possible that due to some legal obligation it is required to continue processing your personal data and, for certain purposes, revoking consent will imply that **The Anglo Mexican Foundation, A.C.** will not be able to continue providing you with the requested service.

DATA TRANSFER

Your information will be shared with authorities such as IMSS, INFONAVIT and SAT, in order to comply with legal obligations.

We will also transfer certain minimum essential data to providers through whom we provide you with a service such as insurance companies, food or petrol voucher providers, and/or ID card providers, and without this process we would not be able to fulfil our obligations.

Certain information will also be transferred to the companies in charge of doing our socio-economic studies, which are a requirement to be able to sign an employment contract with us.

No additional transfers shall be made, except for those necessary to comply with information requests from a competent authority, which are duly founded and motivated.

AMENDMENTS TO THE PRIVACY NOTICE

The Anglo Mexican Foundation, A.C. reserves the right to make changes or updates to this privacy notice at any time in response to new legislation or internal policies. Such modifications will be available to the public on our premises, as well as on the foundation's intranet.

This privacy notice, as well as the general handling of the Law by **The Anglo Mexican Foundation, A.C.**, is governed by the legislation in force and applicable in the United Mexican States, and therefore any controversy arising from its application must be heard before the competent jurisdictional bodies in Mexico City.