

## INTEGRAL PRIVACY NOTICE FOR VISITORS

Last update: July 7, 2020

**BOSCH REXROTH S.A. de C.V.** with address in **Av. Tejocotes y camino viejo a la lumbrera S/N LT2, Col. San Martín Obispo, Cuautitlán Izcalli, C.P.54769, Estado de México, México**; (hereinafter "Robert Bosch") in compliance with the Mexican "Federal Law on Protection of Personal Data in Possession of Individuals" (hereinafter "the Law"), its regulation (hereinafter "Regulation") and the guidelines on privacy notices and the national and international standards regarding Protection of Personal Data, as well as strict adherence to fulfill the principles established in the Law and the duties of security and confidentiality; Robert Bosch applies physical security, administrative and technological measures during all the personal data processing and the personal data life cycle, in terms of the present Data Privacy Notice:

### Personal Data requested from visitors

- **Identification Data:** Full name, autograph signature, image and personal official or business identification that is delivered by the visitor (Voter credential issued by the National Electoral Institute (INE), driver license, passport, military card, professional ID, or credential of the company in which he/she works).
- **Labor data:** Name of the company where you work.
- **Data related to the visit to the facilities:** Reason for the visit, type of visitor (Authority, customer, supplier or internal visitor of another Bosch plant), person visited, period of time the data owner will be at Robert Bosch facilities.
- **Data for the registration of electronic equipment and / or work tools in case of carrying them at the time of access:** Type, serial number, brand and model.
- **In case you need to use the Robert Bosch parking lot, your vehicle data will be requested regarding:** Brand, model, color and plates.

### Purposes of the personal data processing

- Comply with internal security protocols.
- Registration of entry and exit from our facilities in physical log.
- Vehicle registration that requires access to the parking lot.
- Prior to visiting the facilities, pre-registration of visitor access.
- Pre-registration of the visitor to reserve access to the parking lot.
- Validate that the registration data provided by the visitor coincide with the information contained in the official identification or business identification presented for comparison.
- Preparation and delivery of visitor's pass to grant access.
- Check-in and check-out of equipment or work tools that are carried by the visitor.
- Monitoring of your stay at the facilities, through video recorded areas.
- Prevent risk situations that may alter the operation of Robert Bosch's plants and facilities due to the presence of unauthorized personnel.
- Maintain the safety and well-being of personnel at Robert Bosch facilities.

At Robert Bosch we do not request sensitive data; however, if information that could fit in this classification is provided during your visit, these will be protected in strict compliance with the principles of the Law, as well as with the duties of security and confidentiality.

### Additional considerations

You are hereby informed that various areas of our facilities are monitored with video cameras and that, derived from the foregoing, your physical image may be video recorded while you remain in these areas. These areas will have signs indicating that they are areas that can be video recorded, so the fact that you transit through them implies your consent to your image being collected for the purposes established in this privacy notice.

You have the right to object to your physical image being processed, through the mechanisms expressly indicated in this privacy notice.

### **Security regarding your personal data**

Robert Bosch has adopted and maintains administrative, technical and physical, security measures necessary and within their reach, to protect your personal data against damage, loss, alteration, destruction or unauthorized use, access or processing.

### **Transfers**

Robert Bosch does not transfer data to third parties, except for those exceptions contemplated in article, 37 of the Law, including those that, by law, order of a competent authority or due to our contractual relationship, are indispensable for the correct compliance of it.

### **Execution of ARCO rights and other rights**

As the data subject, you have the right to get access to your personal data, as well as to ask for its rectification, cancellation, or to oppose (or to deny) its processing. In addition, you have the right to limit the use and divulgation of your personal data and to revoke the consent you granted for its processing.

To execute any of your rights, get in contact with us, through the electronic address mail [departamento.datospersonales@mx.bosch.com](mailto:departamento.datospersonales@mx.bosch.com), by sending your request in terms of the Law and the Regulation, which must include:

- First and last name of the data owner.
- Address, e-mail address of data owner or another means to communicate the response to your request.
- Copy or digital copy of official identification to prove the identity. (INE, passport, professional license)
- Legal representation: If acting on behalf of a minor, a birth certificate or official document must be filed stating the personality of the parent or legal guardian; In the case of acting on behalf of a third party of legal age, you must enclose the power attorney where your faculties to act on behalf of the same are attested.
- Brief description of the personal data for which you seek to exercise your rights and specify what particular rights you wish to exercise, whether access to your data, rectification or cancellation of them, opposition to processing or some purposes of the processing or revocation of consent .
- In the cases of rectification requests, the modifications asked must indicate, as well as to include the documentation that supports the changes. To rectify your name, attach a copy of the justification if it is different from the official identification presented to prove the identity.

Or, if you prefer (it is optional), by sending us the format for the exercise of ARCO rights that you will find on the web page [www.bosch.com.mx](http://www.bosch.com.mx), in the section Data privacy, "[formato para ejercer sus derechos ARCO](#)".

The response time will be of 20 (twenty) business days based on the official calendar published in the Official Gazette of the Federation.

The response to your request will be sent through the same means by which received, that is, via email. If you do not receive a response from us within the indicated period or if it is unsatisfactory, you have a period of 15 business days to go to the National Institute of Transparency, Access to Information and Protection of Personal Data and request that you initiate a rights protection procedure.

### **Changes to the Privacy Notice**

If substantial changes are made to the privacy notice, we will notify you through our website [www.bosch.com.mx](http://www.bosch.com.mx).

### **Consent**

As long as you do not express opposition in the terms established in the section "Exercise of Rights", it will be understood that, by providing us with your Personal Data, you accept the conditions of processing described in this Privacy Notice, in accordance with article 8 of the Law and 14 of the Regulations.