

Privacy Notice for Applicants

Last update: February 22, 2022

Robert Bosch México Sistemas Automotrices S.A. de C.V., with address in Aerotech Industrial Park, State Highway 200 Querétaro-Tequisquiapan km 24+120, Locality Galeras, Municipality of Colón, Querétaro, Mex. P.O. 76295 (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:

To be considered for a vacancy at Robert Bosch, the following personal data may be collected that belong to various categories:

- **Personal Data collected during electronic registration in the Bosch Mexico opportunities portal:**
 - **Identification data:** Name (s), surnames, country, city, email, telephone and personal data contained in a copy of official identification that is provided by the owner (copy of the voter's credential issued by the National Electoral Institute or passport).
 - **Employment data:** Previous or current positions and / or employment information publicly available on LinkedIn or SEEK profile, company for which you work, city and period worked.
 - **Academic data:** Educational institution, grade, specialty, city, study period and degree of mastery of the languages that you speak.
 - **Profiles in social networks:** LinkedIn, Facebook and Twitter.
 - **Personal data contained in the curriculum that the applicant sends** through this platform.
- **Personal data collected during the selection and interview process:**
 - **Identification data:** Full name, age, date of birth, gender, marital status, address (interior number, exterior number, neighborhood, town, municipality, State, postal code), nationality, email, private, landline and cell phone, Federal Taxpayer Registry (RFC), Unique Population Registry Code (CURP), immigration document (if applicable), photograph, image, signature and voice.
 - **Academic data:** Education, languages and certifications.
 - **Labor data:** Professional background, experience, reason for leaving the company (in case of previously working for another employer) and Personal Data contained in the Labor Certificate issued by your previous employer, (Period worked and position), reason for resignation and social security number.
 - **Economic data:** In the event of a potential offer, only applicants who aspire to a vacancy as indirect staff (administrative staff) are asked for information on their last salary and compensation and information contained in payroll receipts that is considered personal data.
 - **Data on family structure:** Number of children, economic dependents and family interaction.
 - **Data of third parties:** Data of personal references (Name and telephone number) and work references (Name and telephone number of the Direct Manager and/or Human Resources of the company you worked for).

Sensitive personal data requested from all candidates:

- **Health data:** Results of general pre-admission medical examinations (only for finalist applicants) and results of pre-admission anti-doping and breathalyzer tests (in the case of conduct presumed to be under the influence of alcohol and drugs).
- **Union membership.**
- **Psychometrics (sensitive personal data).** As part of the evaluation process, exams are applied:
 - To applicants who aspire to a vacancy as indirect staff: Behavioral tests of how the applicant would perform in the position of the vacancy.
 - To applicants who aspire to a vacancy as direct staff: An Intelligence Test (IQ) test is carried out.
- **Personal data that is collected only from applicants who are nominated for certain positions: critical positions** (Positions classification SL1 upwards, those listed in document RBMX-0125-007 and those identified as sensitive and that are defined by the PRS of the location, in conjunction with Human Resources (HRL) **and band positions E4 onwards**). In the event that a candidate applies for a vacancy of this type, they will be informed):
 - **Personal data related to the execution of the test called "Accutest" and "Background test":** Status, start and end date and final result.
 - **Personal data related to the results obtained in the area of integrity / Harassment, of the test called Accutest:** Concept Integrity (compliance with rules, policies and rules of conduct; respect and obedience to authority; respect for property and integrity of the others; Resistance to implicate third parties in illicit conduct; strength to refrain from substance abuse; integrity to resist extortion or bribery attempts and; firmness to avoid attempts at manipulation), decorum and respect for privacy, incremental capacity to commit to Organization, score, margin of aptitude and risk.
 - **Personal data related to the results obtained in the area of integrity and confidentiality of the test called Accutest:** Concept (compliance with norms, policies and rules of conduct; respect and obedience to authority; respect for the property and integrity of others; Resistance to involve third parties in illicit behavior; strength to refrain from substance abuse; integrity to resist extortion or bribery attempts; firmness to avoid manipulation attempts and; Confidentiality with the handling of information and strictly labor events), score, margin of fitness and risk.
 - **Personal data related to the results obtained in the area of stress factors of the test called Accutest:** Concept (Ability to make decisions under pressure; level of well-being; management of tension; control of adverse emotions; management of interpersonal relationships and tense work; self-control in crisis situations and; self-control to avoid acting violently), score, aptitude margin and risk.

- **Personal data related to the results obtained in the fraud prevention area of the test called Accutest:** Concept (Ability to analyze, discern and solve problems; tendency to respect norms, policies and rules of conduct; ability to avoid discrediting, speaking bad and disapprove of others Passive violence; Ability to prevent personal problems and / or property damage; Tendency to comply with work commitments and responsibilities; Broad criteria. Ability to objectively evaluate the different alternatives; Ability to avoid personal complications and labor; Management of challenges to take action even under associated risks; Ability to refrain from committing illicit intentionally and alone and; Ability to discern what is right from what is wrong. Tendency to reason that THE END DOES NOT JUSTIFY THE MEANS), score, aptitude margin and risk.
- **Personal data related to the results obtained in the area of labor competencies of the test called Accutest:** Concept (Commitment to comply with the goals and objectives committed; Incremental capacity to commit to the Organization; Resistance to disappointment, rejection or frustration; reasoning analytical; ability to work in a team; proactive attitude; Ability to adapt to change; Ability to seek solutions and solve practical problems and; Making the right decisions), score and risk.
- **Personal data related to the results obtained in the area of teamwork of the test called Accutest:** Concept (Tendency to achieve work commitments and objectives imposed by oneself; Ability to listen and perceive the needs of others; Level of thought strategic; initiative to propose solutions; Ability to empathize with others; Ability to establish interpersonal relationships; Civility. Respect for social norms and; tolerance level), score and risk.
- **Personal data related to the results obtained in the sales profile area of the test called Accutest:** Concept (Tendency to planning; practical decision making; teamwork; attitude to change; Management of interpersonal relationships; Initiative; results orientation and; customer service), score and risk.
- **Personal data related to the results obtained in the customer service area of the test called Accutest:** Concept (Ability to listen and perceive the needs of others; Adequately assess defects and errors of others; Level of solidarity with a person or cause; Initiative to propose solutions; Ability to empathize with others; Ability to get emotionally involved in a project; Tolerance level; Self-control in crisis situations and; Equanimity), score and risk.
- **Personal data related to the results obtained in the emotional intelligence area of the test called Accutest:** Concept (Self-regulation; Level of empathy, ability to identify with others; Self-awareness (Emotional self-control); Motivation / Adequately assess defects and errors of the others and; social skills), score and risk.
- **Personal data related to the results obtained in the area of interpersonal relationships of the test called Accutest:** Concept (Effort and perseverance to achieve objectives despite difficulties; Influence; gregarious sense and / or belonging to a group; Ease of judging with objectivity the decisions and own actions; Tendency to behave with people in a friendly and respectful way; Socialization and / or relationships. Ability to deal with others; Ability to persuade or move others through rational arguments; Adherence to norms: ease of comply with norms and rules and; Level of empathy, ability to identify with others), score and risk.
- **Personal data related to the results obtained in the Leadership area of the test called Accutest:** Concept (Drive: energy or ease to achieve results in any situation; Influence; Sense of belonging to the Organization or work group; Ease of judging with objectivity of one's own decisions and actions; Ability to persuade or move others through rational arguments; Adherence to norms: ease of complying with rules and regulations; Constancy: ease of repeating routines; Level of empathy, to identify with others and; focus on results), score and risk.
- **Personal data related to the results obtained in the Management area of the test called Accutest:** Concept (Mental openness. Ability to understand and perceive the facts that are presented as options; Planning and scheduling of work and visualizing viable actions; Attention in detail. Ability to notice changes in the environment and processes; Business strategic focus. Ability to establish an objective, analyze the means and achieve goals; Ability to avoid labor problems and solve them assertively; Objectivity to detect what is convenient in processes; Decision making Practices to correct what does not work; Tendency to Tutoring / Coaching / Facilitator or Promoter. Ability to promote the performance and development of others; Sense of justice in negotiations; Ability to provide an image of trust and professionalism in work functions and; Practical creativity. Ability to generate different functional scenarios), score and risk.
- **Personal data related to the results obtained in the Entrepreneurial Profile area of the test called Accutest:** Concept (Tendency to achieve one's self-imposed work commitments and objectives; Ability to implement and abide by the rules and regulations; Effort and perseverance to achieve goals despite difficulties; Efficient time management; resilience; Ability to cope with stress and manage tension; Commitment. Responsibility to meet work commitments in a timely manner; Stability and persistence in complying with daily work; Orientation to Achievement-Results Execution. Proclivity to obtain quantifiable achievements; Diligence and interest in performance and responsibilities and; Identification, sense of belonging and satisfaction with the company), score and risk.
- **Personal data related to the results of investigations regarding the background of the data owner:** Background of the data subject reported by the FBI (Federal Bureau of Investigations), INTERPOL (International Criminal Police Organization), DEA (Drug Enforcement Administration), OFAC (Office of Foreign Assets Control), PGR (Attorney General's Office), and PEPs (Politically Exposed Persons).
- **Personal data related to the results of the background investigation in Social Networks of the data owner:** Name of the social network, link, tags (labels), risk level and data contained in evidence of the results.
- **Personal data related to the results of the legal background investigation of the data owner.**
- **Personal data related to the results of the residential background check:** Address, coincidence of the address with the one reported in the credit bureau, Photo of the approximate satellite location of the address, location map, and data contained in evidence of the results.
- **Personal data related to the results obtained from the investigation of the data owner work history:** Number of jobs, work history reported through the consultation of their affiliation with the Social Security Institute, unique population code, social security number; employment history: jobs and with respect to each job reported: companies in which you have worked, date of registration and withdrawal of the company, types of movement, date of movement; if it is the first work, and data contained in evidence of the results.
- **Personal data related to the results derived from the professional background investigation:** level of education, educational institution, career, specialty, professional license, university, year of graduation, professional experience (company, position, period of work, current and previous employment, risk level, data contained in evidence of the results.
- **Personal data of third parties:** name of the last boss, email and telephone.
- **Personal data related to results derived from background investigations in the credit bureau:** if the data owner is in the credit bureau, and if registered, his credit history.

Privacy Notice for Applicants

In order to corroborate some of the personal data mentioned, Robert Bosch may ask you to show the original and provide a copy of the documents containing said data.

Interview process

Please bear in mind that your personal data (with the exception of sensitive personal data) may be collected and processed through platforms or software that allow the exchange of text, voice and / or video over the Internet (generally it will be Skype), when interviews are conducted through said medium. The recording of your interview will not be disclosed or transferred to third parties.

The processing of personal data provided when using the aforementioned service (text, voice and / or video), is governed both by this Privacy Notice, and by the provider's Privacy Notice (for example, the Notice of Skype Privacy), so we encourage you to read this document and the provider's Privacy Notice before scheduling an interview. Robert Bosch is not responsible for the processing that the third party provider makes of your personal data. If you do not agree with the Privacy Notice of the service provider (Skype), please let us know before your interview.

By agreeing to be interviewed through text, voice and / or image platforms, or by scheduling an interview through said means, you will be expressly consenting to the processing of personal data that you provide in the interview in accordance with the Privacy Notice of the provider of the service and this Privacy Notice. Notwithstanding the foregoing, you can exercise your opposition and revocation rights at any time, in accordance with the provisions of the section "Exercise of ARCO Rights and other rights".

Additional considerations

You are informed that various areas of our facilities are monitored with video cameras, and that, derived from the above, your physical image and your voice can be video recorded while you remain in these areas.

Said areas will have signs indicating the presence of video cameras, so the fact that you go through them implies your consent for your image and voice to be collected for the purposes established in this Notice.

You have the right to object to the processing of your physical image and voice, through the mechanisms expressly indicated in this Notice.

Purposes of the processing

The personal data that you provide us, including sensitive data, will be processed in order to carry out the following necessary purposes:

A) Processing purposes applicable to all candidates in general:

- Make recruitment and selection decisions.
- Conduct interviews, whether in person or remotely.
- Carry out evaluations and exams for hiring (including medical, socioeconomic and psychometric exams).
- Assess personality traits and social interaction of the applicant in order to assess their suitability to join work teams.
- Assess the skills and knowledge of the applicant in relation to those required for the execution of the vacancy that is offered.
- In the event that the applicant is foreigner, validate their legal stay in the country and if they have authorizations to work in national territory.
- Make a comparison and evaluation of privileges and benefits in relation to your current union affiliation to make an attractive job offer.
- Carry out labor investigations to learn about the applicant employment history (for sensitive positions, and those that involve security issues).
- Request personal and work references, in order to assess the suitability of the applicant.
- Create files of applicants to employees.
- Maintain communication with the applicant during the recruitment and selection process.
- Ensure security at the Robert Bosch facilities.
- Evaluate the suitability of the candidate to be able to comply with accreditation requirements for company certifications and standards, which evaluates personnel in relation to issues of safety, quality, probity, drug-free, among others.
- If applicable, put together a job offer and draw up the individual employment contract.
- Verify the accuracy of the information provided by the applicant in various areas.
- Receipt of a copy of official identification (credential issued by the National Electoral Institute or passport) in order to compare the signature of the owner of the data in the aforementioned document and the signature with which this Privacy Notice is filled out in order to ensure that the person who is applying for a vacancy at Robert Bosch is the owner of the personal data who grants his legal consent for the processing of the same.

B) Processing purposes applicable only to the personal data of applicants who are nominated for certain positions (critical positions and E4 band positions onwards):

- Execution of a test called "Accutest" in order to identify trends in the applicant behavior.
- Background checks in order to identify applicants that may be sought by Authorities in Mexico or abroad.
- Determine if the applicant has a legal record in courts of the Mexican Republic with criminal, labor, commercial or civil matters.
- Review the behavior and activity in social networks and presence in digital media that the applicant has with public access, in order to know their personality.
- Validation of the applicant employment history through the weeks listed at the Mexican Social Security Institute.
- Validation of the applicant address by satellite location.
- Determination of credit risk.

- Validation of the applicant studies to verify his professional education.
- Validation of the applicant job references to corroborate his/her experience and performance.
- Consult the credit history for the purpose of having references about his/her economic situation when entering Robert Bosch to work and have a current comparison and evaluation criteria to rule out situations of involvement of the data owner in money laundering or illicit enrichment.
- Perform aptitude and competency tests, investigation of labor, financial, social background, safety and integrity evaluations, in order to validate the profile of the candidate, their reliability, to occupy a critical position or band position E4 onwards.
- Evaluate the compatibility of the candidate's profile with the vacancy for which he is applying.

C) Secondary processing purposes:

If you do not express opposition or refusal, within a period of five business days, counted from the date on which this Notice was made available to you, through the mechanisms indicated in the section "Exercise of ARCO Rights and other rights" it is presumed that you have given us your consent so that your data can be processed to additionally carry out the following secondary purposes:

I. **Purposes applicable to all applicants who participate in the recruitment and selection process:**

- Include you in our portfolio of talent and platforms where you apply for any of our positions to be contacted in the future for possible vacancies, only if you are not selected in the process to which you are applying.
- Store your psychometric tests for a period of one year after they are applied, so that, in the event of opening a position in the future, they can be taken into account, in order not to apply them again.
- Optionally, Smart Profile creation (creation of a profile with username and password to follow up on the applied vacancy) when applying to a vacancy through the Talent Hub platform.

If it is your wish that the personal data collected is not processed for any of the purposes established above, it is made known that you can express your opposition or refusal at any time, in accordance with what is indicated in the section Exercise of ARCO Rights and other rights.

Security regarding your personal data

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

Transfers

Robert Bosch does not make data transfers to third parties, except for those exceptions contemplated in article 37 of the Law, including those that, by Law, mandate from the competent authority or that, by reason of our contractual relationship, are indispensable for the correct execution of the same.

Execution of ARCO rights and other rights

As the owner of personal data, you have the right to be given access to your data, to rectify it, cancel it and to oppose (or refuse) its treatment. Likewise, you have the right to limit the use and disclosure of your personal data and to revoke the consent you have granted for its treatment.

To execute any of your rights, get in contact with us, through the electronic address mail 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 subject.
- Address, e-mail address of data subject 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 or limitation on its use and disclosure.
- 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, 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 it was 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 modifications or updates are made to the privacy notice, we will communicate them to you through the website www.bosch.com.mx data privacy section, applicants section.

Cookies or Web Beacons

To improve the user experience and make our service more efficient, we can use automatically and simultaneously while browsing, any of these technological tools to collect data for statistical and geolocation purposes, however, these can be disabled by the user in If you do not want them to be active, to disable them consult your browser settings.

Consent

A) Sensitive personal data

Robert Bosch may collect and process, in accordance with what is agreed and informed in this Privacy Notice, your personal data of a sensitive nature, for which it is requested to declare if you authorize Robert Bosch to collect and process such personal data.

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I Authorize:

I grant my express and written consent for Robert Bosch to process my sensitive personal data under the terms and conditions of this Privacy Notice.

B) Patrimonial or financial personal data

Robert Bosch may collect and process, in accordance with what is agreed and informed in this Privacy Notice, your personal data of a patrimonial or financial nature, for which it is requested to declare if you authorize Robert Bosch to collect and process such personal data.

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I Authorize:

I grant my express consent for Robert Bosch to process my patrimonial or financial personal data under the terms and conditions of this Privacy Notice.

C) Third Party Data

In relation to the "Third Party Data" indicated in this Notice:

You declare that you have informed the third parties of whom you have provided data (Third Party Data indicated in this Notice), that you have provided their personal data and the processing that will be given to them, and that they have stated that they agree with said processing.

D) Personal data in general (except sensitive personal data and patrimonial data)

If you don't oppose, in the terms established on the section "Execution of ARCO rights and other rights", it will be understood that when you provide your Personal Data mentioned herein (excluding sensitive or financial personal data), you accept the terms and conditions of the data processing described in this Data Privacy Notice, in accordance to article 8 of the Law and 14 of the Regulation

I have read and understood the terms of this Privacy Notice and I agree with them, ratifying by means of my autograph signature below, the consents (authorizations) that I have granted in the corresponding sections of this document, attaching a copy of my official identification (credential number issued by the National Electoral Institute or passport) in order to check the signature on said document against the one set out in this Privacy Notice as a guarantee of the legal consent that I have granted for the processing of my personal as owner of such data, on the occasion of the application that I have presented for a vacancy at Robert Bosch.

Name of the data subject:

Signature of the data subject:

Date:
