

## INTEGRAL PRIVACY NOTICE FOR VISITORS

Last update: April 27, 2020

**ROBERT BOSCH MÉXICO SISTEMAS AUTOMOTRICES S.A. DE C.V.** with address in **Eje Central Sahop #245, Col. Zona Industrial, CP 78395, San Luis Potosí, San Luis Potosí, Mexico;** (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, indication regarding whether the visitor is national or foreign, image and voice record (video), official or personal identification that is provided by the visitor and autograph signature.
- **Labor data:** Name of the company where you work.
- **In case you need to use the Robert Bosch parking lot, your vehicle will be requested relative to:** Make, model, color and plates.
- **In case you need to enter with tools, material or equipment, the following information will be requested:** Serial number and brand.
- **Third party data:** Signature of the host that receives the visitor or in cases of extraordinary material output.

### Purposes of the personal data processing

- Registration in visitor pass (original and copy) to access our facilities
- Preparation of access badge with copy of the visitor's pass, for access to the facilities.
- Collection of visitor's pass signed by the host of Robert Bosch who received the visitor as a check-out.
- Validate that the registration data provided by the visitor coincides with the information contained in the official or personal identification that is presented, for comparison.
- Reception of official or personal identification presented by the visitor for protection during the visit, which will be returned to the visitor at the end of the visit.
- Monitor the access of external persons who enter the facilities for physical security purposes.
- Monitoring of your stay in the facilities, with video recorded areas.
- Vehicle registration for access to parking.
- Registration of tool, material or equipment that the visitor requires to enter Robert Bosch's facilities during his visit.
- Maintain the safety and well-being of personnel at Robert Bosch facilities.
- Comply with internal security protocols.

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 that will indicate the presence of video cameras, so the fact that you pass 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 treatment. 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 treatment.

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 treatment or some purposes of the treatment 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**

### **A) Third Party Data**

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

In relation to the "Third Party Data" indicated in this Notice, it is clarified that, due to your visit to the Robert Bosch facilities, you are subject to the internal security processes of the facilities, which require that at the end of your visit to validate your departure, you request to your host from Robert Bosch, his signature on the document called "Visitor Pass" which is delivered to you by security personnel inside the visitor badge holder at the moment of the entry authorization.

In the event that the visitor requests the departure of any material that was not registered upon arrival, the security personnel will deliver to the latter the document called "Extraordinary Material Exit Pass" in which, in addition to their data and the data of the material that will be leaving the facilities, the visitor due to the established security measures, must request their host from Robert Bosch, the signature of the indicated pass, as evidence of the authorization that has been granted by the responsible at Robert Bosch for the exit of the same.

In this sense, and due to the internal security processes for the entry and exit of Robert Bosch facilities and, where appropriate, authorization for the extraordinary exit of material based on the aforementioned; You are responsible for requesting your host in person and directly, prior to leaving the premises, personal data relating to "signature" and, therefore, is required under the terms of the Federal Law on Protection of Personal Data Held by Private Parties (LFPDPPP), to make appropriate use of said personal data and inform the Associate that the collection of their personal information is required to return the exit pass to Robert Bosch security personnel and, where appropriate, provide security personnel with evidence of the authorization that has been granted to remove Robert Bosch material from the facilities.

Under such assumption, you, as a obligated subject of the LFPDPPP, will be obliged at all times, to indemnify Robert Bosch, for the damages and losses that may be suffered or any administrative sanction or damage imposed by the competent authority as a consequence of the breach on your part to what is indicated in this section and the corresponding illicit treatment of the personal data of third parties that is generated derived from such non-compliance.

### **B) Personal Data in general**

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.

I have read and understood the terms of this Privacy Notice and I agree with them; I also ratify by my autograph signature below, the consent (authorization) that I have granted in this document.

**Name and signature of the data subject:**

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**Date:**

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