



PRIVACY NOTICE:

OLAM ENERGY, S.A. DE C.V., with address at Av. Edzna No. 55, Fraccionamiento Mundo Maya, ZIP code: 24157, Ciudad del Carmen, Campeche. It is responsible for collecting your personal data, the use that is given to them and their protection. Your personal information will be used for commercial purposes and to inform you about changes in them.

For greater confidence and certainty, we inform you of the following provisions:

➤ PERSONAL DATA.

"**Personal data**" is understood as any information concerning an identified or identifiable natural or legal person and by "**sensitive personal data**" those data that affect the most intimate sphere of the owner, or whose improper use may give rise to discrimination or entail a serious risk for it. For the purposes of this Privacy Notice, the company may handle the following personal data of its employees, customers or suppliers:

-Name	-Salary
-Address	-Financial statement
-Phone number	-IMSS employer register
-E-mail	-IMSS Affiliation Number
-Civil status	-Bank data
-R.F.C.	-Identifications
-CURP.	- Academic data
-Tax residence.	

Sensitive Personal Data: The company does not handle this type of information, in accordance with article 3 section VI of the Federal Law on Protection of Personal Data Held by Private Parties.

➤ WEBPAGE AND/OR E-MAIL

The data that the user provides to **OLAM ENERGY, S.A. of C.V.** through its website or email constitute part of the personal data subject to the protection of this Privacy Notice, thus being the responsibility of the company for its proper management.

➤ PERSONAL DATA TREATMENT

The processing of personal data refers to the collection, use, disclosure or storage of personal data of users, for which the company is limited to compliance with the treatment purposes established in this Privacy Notice, subject to the following:



1. The treatment of the data will only be necessary, adequate and relevant for the provision of the required service and the provisions of this Privacy Notice.
2. In case of intending to treat Personal Data for a purpose other than those provided in this Privacy Notice, the company will require the owner of the data, their consent.

➤ **LIMITATIONS ON USE OR DISCLOSURE OF PERSONAL DATA.**

With the intention of protecting data and creating security for its owners, the company guarantees:

1.- Proper database management: Only authorized personnel will have access to the database without allowing the use, consultation, management or access to other people.

2.- Confidentiality: that will subsist at the end of the relationship with the owner of the personal data.

➤ **CONSENT.**

Consent is understood as, for the purposes of this Privacy Notice, the manifestation of the will of the data owner, through which the processing of their personal data is carried out.

RETROACTIVE CONSENT: For all those clients, who provided personal data prior to the implementation of this Privacy Notice, their consent will be understood as granted, for which the company protects and can carry out the processing of their data, thus having the data owner, the same rights as that user who enters their data with a tacit or express consent to the implementation of this Notice.

CONSENT REVOCATION: You can revoke the consent that, if applicable, you have given us for the processing of your personal data. However, it is important that you bear in mind that not in all cases we will be able to attend to your request or terminate the use immediately, since it is possible that due to some legal obligation, we may require to continue processing your personal data. Likewise, you must consider that, for certain purposes, the revocation of your consent will imply that we cannot continue providing the service you requested, or the termination of your relationship with us.

➤ **A.R.C.O. RIGHTS AND ITS PRACTICE.**

As the owner of personal data, you have the right to Access, Rectification, Cancellation or Opposition of your data. To assert these rights, you must submit a request to initiate the required process to the person in charge directly, with the following information:

- 1.- Identification of the applicant holder: full name, address, telephone and email.
2. Copy of the official document that proves the identity of the holder, prior comparison with the original.
3. Right exercise: Access, Rectification, Cancellation or Opposition.
4. Clear and precise description of the personal data on which you want to exercise any of the rights.
5. Indicate the desired modifications.
6. Provide the additional documentation required.



CANCELLATION EFFECTS.

The owner of the data has the right at any time to oppose the processing of their data, for which the person in charge will not be able to process them. The cancellation effects results in a blocking period necessary for the prescription of the actions derived from the legal relationship that establishes the processing of said data.

➤ **CHANGES IN THE PRIVACY NOTICE**

The company reserves the right to make the pertinent modifications or updates at any time to comply with legal provisions, internal policies, new requirements for the provision of the service or necessary contracting.

The means of notification by which the company may communicate the changes in the Privacy Notice will be the appropriate ones that it considers at the time, such as telephone calls, emails, publications on the website or announcement in the physical facilities of the company.

After knowledge of the changes, non-conforming holders may make use of the A.R.C.O. rights under the established procedure.

Last update: 11/24/2020