

## **PRIVACY STATEMENT**

**August 18th, 2015**

SWOBODA MECHATRONICS, S.A. DE C.V. (hereinafter "THE COMPANY"), with address at Raramuri No. 3 Colonia Parque Industrial Nuevo San Juan, San Juan del Rio C.P. 76806 acknowledges the level of legal, controlled and informed importance of the sensitive and personal information that, with regard to its business relationship, it will provide, reason enough it makes this Privacy Statement available to you, to let you know about how THE COMPANY, collects, uses, discloses and stores your personal information.

**Personal information collected** – Some of the personal information that may be collected throughout the business relationship is: name; address, phone number; electronic mail address; Federal Taxpayer Number, bank account information.

**Personal Information Purpose and Use** – Personal information collected by THE COMPANY may be used for the generation of kinds of reports with regard to our employees; invoicing, reporting of the product requested, as well as for rendering services for which we were hired and the services we hire from others, and in general, to meet with all obligations we have the commitment to provide to you as our customer and/or supplier of THE COMPANY.

**Communications that may take place with your personal information** – THE COMPANY may send communications to third parties, domestic or foreign, including your personal information with the purpose of meeting with what has been outlined. The following are examples of third parties to whom THE COMPANY may send communications to, with your personal information: other institutions; external professional advisors acting on behalf and by THE COMPANY, service providers hired to meet the described purposes and who act on behalf and by THE COMPANY; insurance companies hiring insurance services. When THE COMPANY, shares your personal information with third parties, it will do what's in best interests to make sure that such third parties take the necessary measures to protect confidentiality and security of your personal information. THE COMPANY will require that such third parties meet with the Privacy Statement of THE COMPANY and it shall prohibit them the use of your personal information for a different end-use from what they have been hired for. THE COMPANY does not sell, assign, or transfer your personal information to third parties outside THE COMPANY, without your previous authorization; except in the situations described above. However, THE COMPANY may transfer your personal information when this transference is provided under the Federal Act for Personal Information Protection Possessed by Individuals.

**Safekeeping your personal information** – THE COMPANY has adopted security, administrative, technical and physical measures for personal information against damage, loss, modification, destruction, or use, access or unauthorized processing. THE COMPANY will limit access to this information to individuals with the sole purpose of providing the objectives outlined in this Privacy Statement.

**Rights corresponding to the personal information holder** – You, as holder of personal information may exercise the rights to access, ratify, cancel, and opposition (“ARCO” rights) before the LAW OFFICES’s Personal Information Protection Responsible Person, as described below, established in the Federal Act for Personal Information Protection Possessed by Individuals. Thus, it may revoke, at all times, the authorization granted and necessary for the processing of your personal information. THE COMPANY will provide you with the formats as previously requested to perform the ARCO Rights requested, in its website or in the Human Resources department.

**Privacy Statement changes** – In case of changes or modifications in this Privacy Statement, the updated version will be so provided to you through the Human Resources department.

**Contact.-** If you have any question or comments with regard to the Privacy Statement or if you would like to exercise any of your rights you are entitled to per the Federal Act for Personal Information Protection Possessed by Individuals, please contact us through the following e-mail address: **info@mx.swoboda.de**, which we will use to answer your questions or comments.

I state that I have read this Privacy Statement and grant consent for what is necessary in order for the processing to take place with regard to my personal information under the terms hereby provided.

If applicable, I affirm that I have informed the people I have provided personal information from about the processing given to their personal information.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Under the terms provided by the Federal Act for Personal Information Protection Possessed by Individuals and its Regulation, we inform you that, since we have not received any response to the requests for ARCO rights or nonconformity of such, you may submit the corresponding Rights Protection Request before the National Institute of Transparency, Information Access, and Personal Information Protection (INAI) in the terms and conditions established by Chapter VII of the Law and other related, and those corresponding to the Regulation.