



# PRIVACY NOTICE

## EMPLOYEE CANDIDATES

Alpek Polyester, S.A. de C.V., and its subsidiaries, associates and affiliates (hereinafter "Alpek Polyester"), domiciled at Ricardo Margain Zozaya #444 between Roble and Av. de la Industria, Col. Valle del Campestre, Equus Parque Corporativo, South Tower, 16th Floor, Zip Code 66265, San Pedro Garza García, Nuevo León, Mexico, in its capacity as responsible party, hereby informs this Privacy Notice (hereinafter the "Notice") to the owner of the personal data (hereinafter the "Data Subject"), in order to establish the terms and conditions under which ALPEK POLYESTER obtains your personal data; thus, in terms of the Federal Law for the Protection of Personal Data in Possession of Individuals (*Ley Federal del Protección de Datos Personales en Posesión de los Particulares*) (the "Law"), published on July 5th, 2010 in the Federal Official Gazette (*Diario Oficial de la Federación*), it is hereby stated that the personal data provided to ALPEK POLYESTER, will be processed in a legitimate, controlled and informed manner, in order to guarantee the privacy and the right to self-determination of the Data Subjects.

### PERSONAL DATA USED

In order to carry out the purposes described in this Notice, we will use the following personal data: (i) Identification Data, (ii) Contact data, (iii) Biometric data, (iv) Data on physical features, and/or (v) Equity and/or financial data.

### SENSITIVE PERSONAL DATA USED

In order to carry out the purposes described in this Notice, we will use the following sensitive personal data: (i) Health data, (ii) Data on union affiliation and (iii) Ideologic data.

### PURPOSES FOR USING PERSONAL DATA

ALPEK POLYESTER, may use your personal data for: (i) Recruitment and personnel selection process, (ii) Conduct medical screenings as part of the personnel selection process, (iii) Formalize the employment relationship.

### TRANSFER OF PERSONAL DATA.

In order to fulfill the main purposes described, your data may be transferred to affiliate companies, subsidiaries, health institutions which, where appropriate, will use the personal data for the same purposes described in this Notice, when the transfer: (i) is provided for in a Law or Treaty to which Mexico is a party; (ii) is necessary for prevention or medical diagnosis, provision of health care, medical treatment or management of health services; (iii) is made to controlling companies, subsidiaries or affiliates under common control of ALPEK POLYESTER, to a parent company or to any company thereof, of those responsible operating under the same internal processes and policies, as well as to its associates; (iv) is necessary by virtue of an agreement entered into or to be entered into in the interest of the Data Subject, by ALPEK POLYESTER and a third party; (v) is necessary or legally required for the safeguarding of a public interest, or for the procurement or administration of justice; (vi) is necessary for the recognition, exercise or defense of a right in a judicial proceeding; and, (vii) is necessary for the maintenance or fulfillment of a legal relationship between ALPEK POLYESTER and the Data Subject..

The express and/or written consent for the processing of transfers of data that so require will be obtained through applications, records, forms, contracts or any other means established by ALPEK POLYESTER to that effect, which will be disclosed through its Personal Data Committee (defined below) in order to comply with the legal provisions and authorization of which by the employee is required since it was not previously requested.

### PROCEEDING FOR EXERCISING THE ARCO RIGHTS AND THE REVOCATION OF CONSENT.

The Data Subject shall have the right to exercise his/her right of access, rectification, cancellation or opposition ("ARCO" rights) at any time, as well as to revoke his/her consent as established in the Law and in this Privacy Notice.

For the reception, registration, attention and response to requests to exercise your ARCO rights, the revocation of your consent and other rights under the Law, we provide you with a personal data committee, (hereinafter the "Personal Data Committee") who may be contacted by mail: [atenciondp@alpekpolyester.com](mailto:atenciondp@alpekpolyester.com), by phone + 52 (81) 8748-1534 or at the offices located at the domicile of ALPEK POLYESTER.

To exercise your ARCO rights or request the revocation of your consent, you must physically bring a request to the address of ALPEK POLYESTER to the attention of the Personal Data Committee. Such request may be obtained by sending it to the email address referred to in the preceding paragraph.

The Personal Data Committee will process the requests within a maximum of 20 business days from the date on which the request was received, or, if applicable, will notify the Data Subject (or his/her legal representative) the extension of this term when there are reasons that justify it. In the event that the procedure is required to be consulted, said committee will also be in charge of granting the corresponding information.

The response to the requests that comply with the aforementioned requirements may be notified to the Subject Data via email, or physically (in the latter case, the Data Subject or his/her

representative must personally pick up the notifications at ALPEK POLYESTER's facilities, prior proof of his/her personality.

We also inform you that you have the right to initiate a Rights Protection Procedure before *IFAI*, within 15 business days from the date you receive ALPEK POLYESTER's response, or from the end of the 20 business days period as of the date of receipt of your request for the exercise of rights and you have not received any response.

### LIMIT THE USE OF DISCLOSURE OF YOUR PERSONAL INFORMATION.

The Subject Data may, at any time, limit the use or transfer of data collected personally or through the receipt of resumes, informing ALPEK POLYESTER in attention to its Personal Data Committee of such circumstance; however, these data are necessary for the purposes described in this Privacy Notice; thus, not having them or not allowing their collection, would prevent being in a position to be able to fulfill the main purposes.

To limit the use or transfer of your data, we provide you with the Personal Data Committee which can be contacted by e-mail at: [atenciondp@alpekpolyester.com](mailto:atenciondp@alpekpolyester.com), by phone + 52 (81) 8748-1534 or at the offices located at the address of ALPEK POLYESTER.

### USE OF COOKIES AND WEB BEACONS.

It is our duty to inform you that the website uses tools known as "cookies" (data file stored on the hard disk of a user's computer equipment or electronic communications device when browsing a specific website, which allows status information to be exchanged between the website and the user's browser). The status information may reveal means of session identification, authentication or user preferences, as well as any data stored by the browser with respect to the website; and "beacons" (visible or hidden image inserted within a website or e-mail used to monitor user behavior in these media. Through these it is possible to obtain information such as the IP address of origin, browser used, operating system, time at which the page was accessed, and in the case of email, the association of the data). These are automatically generated and record what could be personal data when a connection to the site is generated, as well as the collection of the data previously indicated in the "Personal data being processed" section of this privacy notice. Each user can change the configuration of the so-called cookies, by making the necessary adjustments to the Internet browser he/she uses. For more information, please consult the browser's Help section.

### CHANGES TO THE PRIVACY NOTICE

ALPEK POLYESTER reserves the right to periodically update or modify this Notice in accordance with the legal provisions in order to reflect changes in our information practices. Data Subject is responsible for periodically reviewing the contents of the Notice; however, any modification or update of the Notice, will be notified through: (i) messages sent to your email (considering that ALPEK POLYESTER has it) (ii) informed in written documents published at the domicile of ALPEK POLYESTER or (iii) messages published at the website [www.alpekpolyester.com](http://www.alpekpolyester.com).

### CONSENT

I expressly consent for my personal and sensitive data to be processed according to the purposes, terms and conditions of this privacy notice.

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Name and Autograph Signature of the Data Subject

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Alpek Polyester S.A. de C.V.  
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Alpek Polyester S.A. de C.V., an Alpek Polyester Business