

Integral Privacy Notice

In compliance with the provisions of the Mexican Federal Law on Protection of Personal Data Held by Private Parties ("Law"), its Regulation, the Guidelines of the Privacy Notice, the General Law on the Rights of Girls, Boys and Teenagers and the General Data Protection Regulation ("GDPR") of the European Union; and in order to guarantee the privacy and the right to informative self-determination, Consensum makes this Privacy Notice ("Notice") available to the Data Subject.

For present purposes, the terms used and not defined in this Privacy Notice will have the meaning attributed to them by the legislation on protection of personal data.

I. Identity and address of the Controller.

Consensum, S.A. de C.V., its subsidiaries, affiliates and group companies, hereinafter collectively identified as "Consensum", also known under the trade name "Literax", located at San Francisco No. 170, Col. La Fama, Santa Catarina, Nuevo León, México, 66100, is the owner of the Platforms and Mobile Applications that make the Services available to the personal data Holder, among others the website www.literax.com ("Website"), and it is identified as the responsible for the use and treatment of personal data that may be collected from the Data Subject and, therefore, undertakes to protect and keep the data confidential.

The following terms will have the meaning attributed to them as follows:

- a. Client: The natural person or legal entity who has contracted a Service owned by Consensum. The Terms and Conditions of Use of the Services together with the Agreement for the Provision of Services and the corresponding Exhibits constitute the entire commercial agreement between the Client and Consensum.
- b. Guest: The natural person or legal entity that by means of the contracting of a Client's services with Consensum is invited by a User to collaborate in any of the Platforms and/or Mobile Applications free of charge, with or without previous registration, and if appropriate, to sign the corresponding documents, including this instrument.
- c. User: It is the natural person who, by virtue of the contracting of a Client's services with Consensum, has a registered user in Consensum's Platforms and/or Mobile Applications and uses Consensum's Services in his/her own right or on behalf of a legal entity, under oath that he/she has current and sufficient legal powers to bind him/her by means of electronic signature.
- d. Holder: The natural person whose personal data corresponds to.

II. Purposes of the processing of personal data.

The Holder's personal data may be used for the following purposes, consisting of complying with legal and regulatory provisions, verifying and confirming his/her identity, validating or verifying the voting credential data, as well as verifying the Holder's biometric data (fingerprints and/or facial image) with the Instituto Nacional Electoral (National Electoral Institute - INE) and/or for the verification of any other official identification with or without picture before the corresponding authorities; verifying his/her Unique Population Registry Code (CURP); verifying and/or authenticating the Holder's biometric data for

the Holder's identification and/or recognition; performing the verification of the digital certificate through the certifying authorities; determining his/her geolocation; allowing access to Consensum's facilities or offices; integrating his/her file as a client or client prospect and registering him/her in our systems, complying with obligations that derive from the relationship or the signing of an agreement with the Client or from the relationship with him/her; providing advice and information in relation to the services offered by Consensum; carrying out video calls or videoconferences through electronic means; carrying out the process of billing and collection procedures; exercising the corresponding judicial or extrajudicial actions to enforce the rights or obligations derived from the signing of agreements; evaluating the quality of the service; providing technical support, complying with policies; internal procedures and Codes of Ethics; offering and promoting the products and services offered by Consensum that may be of his/her interest; including financing services; informing him/her about changes in such products or services; carrying out studies for statistical purposes; sending information for advertising purposes in accordance with the provisions of the Mexican Federal Consumer Protection Law, as well as carrying out marketing and commercial prospecting.

To carry out the aforementioned purposes, the following categories of personal data may be used:

- i. Identification
- ii. Contact
- iii. Labor
- iv. Financial
- v. Patrimonial
- vi. Identification and contact of third parties
- vii. Biometric data, including, without limitation, fingerprints and/or facial image.

Additionally, Consensum may request the documentation in original and/or delivery of the same in original or copy, as evidence that supports the information provided.

Consensum does not collect sensitive information. If necessary, an express written consent of the User will be obtained to collect and use said information.

By providing personal data related to third parties, the User and/or Client acknowledges having their consent for Consensum to process their data.

Video surveillance

The personal data (video recordings and sounds) that are collected from the Data Subject will be used to guarantee the safety and protection of visitors and those who work or are in Consensum 's facilities, as well as to ensure Consensum 's property.

Consider that the above data is not always collected entirely, which means that not all information can be provided by the respective Holder or required for the purposes of the treatment.

III. Protection of minor's privacy.

Consensum is aware of the importance of protecting the privacy of minors. The Website is not designed for, nor is intentionally directed to minors under 18 years of age. Consensum is not intended to collect or process or maintain personal information from anyone under 18 years of age.

The mother/father or guardian of a minor may request that the minor's data be deleted in accordance with the procedure contained in this Privacy Notice.

IV. Security measures to protect your personal information.

In order to limit the use or disclosure of personal data, Consensum uses computing systems for the registration, consultation, transmission and storage of the User's personal data, which have limited access through the use of passwords and security protocols of information. Consensum may store the personal data contained in physical documents derived from the Services contracted by the Client in private and restricted files in accordance with the mutual agreement between Consensum and the Client, with exclusive use for the personnel who, due to their functions, have said attributions.

Consensum uses the same security measures that applies to its own information for the treatment of the Holder's personal data, both in electronic media and in physical documents.

Consensum celebrates non-disclosure agreements with its collaborators, subordinates, third parties and staff, which establish that personal data is confidential information, so if such information is disclosed, they will be entitled to the appropriate legal sanctions. Additionally, Consensum has internal policies applicable to its staff through which the processing of personal data is granted to the minimum essential staff, limiting the reproduction means, establishing the prohibition of extracting from Consensum 's offices and computer systems any type of information that contains personal data and assuming the obligation to destroy those copies of documents that are not strictly essential for the performance of the functions of Consensum 's staff. Likewise, Consensum trains its collaborators on privacy and personal data protection.

V. Notification of security incidents.

In the event that a personal data security breach occurs, that entails a high risk to the rights and freedoms of the Holder, Consensum will notify it through the Website and/or by email, so that the Holder may take the corresponding measures.

VI. Limitation of use and/or disclosure of data.

The Holder is informed that to limit the use and/or disclosure of their personal data for commercial or advertising purposes, he/she can register in the Public Registry of Consumers provided for in the Federal Consumer Protection Law, and in the Public Registry of Users in accordance with the Law of Protection and Defense of the User of Financial Services.

VII. Transfer of personal data.

The Holder's personal data may be processed within and outside Mexico and may be transferred to third parties in accordance with article 37 of the Mexican Federal Law on Protection of Personal Data Held by Individuals.

We will not transfer your personal data to third parties, unless express authorization is requested to the Holder or in case there is a legal obligation.

Likewise, in order to verify the Holder's identity and the data of his/her voting credential, Consensum may transfer his/her personal data to the INE, as well as his/her biometric data corresponding to the Holder's fingerprints and/or facial image or registration.

VIII. Data retention period.

Consensum will process your personal data only for the time that is necessary in order to fulfill the purposes described in this Notice, the possible responsibilities that may arise and in accordance with the applicable administrative, accounting, fiscal, legal and historical deadlines.

IX. Use of cookies and/or web beacons.

The Holder acknowledges and accepts that Consensum may use a monitoring and reproduction system on the Website, through the use of its own and third-party cookies and web beacons. Cookies are temporary files that are installed on the Holder's equipment and *web beacon* is a transparent electronic code or image, both allow Consensum to know the Holders' behavior and demographics, in order to analyze the pages browsed and the searches carried out, to improve Consensum's commercial offer, personalize and improve your browsing experience, content, presentation and services, perform analysis and count of visitors, as well as enforce this Notice.

The personal data that Consensum could obtain through Cookies are:

- a. Identifiers, user's names, and passwords for a session.
- b. The Holder's browser.
- c. The Holder's operating system.
- d. Date and time of the beginning and end of a Holder's session.

The Holder acknowledges that the installation, permanence and existence of cookies can be canceled and/or deleted from his computer whenever he wishes, consulting the Help section of the browser that he uses to access the Internet. The Holder acknowledges and accepts the use of cookies and *web beacons* by continuing to browse the Website.

X. Consent.

By making this Notice available to the Holder and not expressing any opposition, it will be understood that the Holder grants Consensum their consent to carry out the processing and transfer of personal data that is, would have been and/or those that on the occasion of any of the purposes established in this Notice may be provided in the future by any means.

An express consent will not be necessary for the treatment of personal data when it has the purpose of fulfilling obligations derived from a legal relationship between the Holder and Consensum, nor in the cases contemplated in article 10 of the Law. The foregoing without prejudice of the faculty that the Holder possesses to exercise the ARCO Rights in terms of the Law and that they can exercise in accordance with the procedure stated in this Notice.

The consent for all the purposes mentioned in this Notice will be valid for as long as the Holder maintains a legal relationship with Consensum, or, if applicable, later, strictly for the purposes described in this Notice and/or during the legal terms of the applicable data preservation. In the event that it is revoked, restricted or ceases to have effect, Consensum may limit or restrict the provision of some services by being disabled in accordance with the corresponding regulation.

Likewise, the Holder, by providing personal data of third parties, guarantees that he communicated this Privacy Notice to the third parties and obtained their consent for the processing of their personal data by Consensum.

XI. Rights of the Holder and means to exercise them.

In the terms provided by the applicable regulations, the Holder may exercise any of the ARCO rights, which include:

1. Right of Access, to know the personal data used by Consensum, as well as its purposes and conditions of use, which are detailed in this Notice;

2. Right of Rectification, to request the correction of personal information in case it is inaccurate, incorrect or incomplete;
3. Right of Cancellation, so that personal data is eliminated from the databases when, based on the Law, it is appropriate; and
4. Right of Opposition, to oppose the use of personal data for specific purposes.

Likewise, the Holder may exercise the right of erasure, when there is any circumstance provided for in the law, and/or the right to data portability, to receive the personal data that the Holder has provided to Consensum and, if feasible, transmit it to another organization.

For the exercise of any of the ARCO rights, right of erasure, right to data portability, as well as to attend any request for revocation of consent for the processing of personal data, Consensum, through its Responsible in the treatment of personal data, will attend the request signed with Advanced Electronic signature by the Holder addressed to datospersonales@gdx.io, or the physical document sent to the address indicated at the beginning of this Notice, including:

1. Full name and/or company name, RFC, email and contact telephone number;
2. Documents that prove the identity, and if applicable, the personality and identity of its representative;
3. The clear and precise description of the personal data with respect to which you seek to exercise the ARCO right;
4. The description of the ARCO right that is intended to be exercised, indicating, as applicable, the following:
 - a. Access: Mode of reproduction.
 - b. Rectification: Include documentation that supports the modification requested.
 - c. Cancellation: Reason for the request.
 - d. Opposition: Reason for the request, specific purposes and the damage or harm that the treatment would cause.
5. Any other element or document that facilitates the location of personal data.

The request will be processed and responded to by email within 5 (five) business days after receipt of the request in accordance with the provisions of the Law and its Regulations.

Consensum is not obliged to attend to requests when by virtue of any obligation in civil, commercial, fiscal or any legal nature, there are obligations towards third parties that prevent it. In such cases, the request will be subject to the corresponding legal terms that allow Consensum to meet the Holder's request without breaching its legal obligations.

XII. Links to other sites.

The Website may contain links to third party websites. The links are provided for the convenience of the Holder. Consensum is not responsible for the content, links or privacy in any of the linked web pages. The Holder acknowledges that each web page is governed by its own privacy notice.

XIII. Changes to the Privacy Notice.

Consensum reserves the right to unilaterally modify and/or update this Privacy Notice, at any time by publishing a new version of the Notice with the updated date on our Web site. The updated version will enter into force at its publication date and will be available so that the Holder is able to exercise his/her ARCO rights.

Consensum puts at your disposal the following email address datospersonales@gdx.io, as well as the telephone number (81) 4777 1100, to answer any questions or clarification of this Privacy Notice.

If the Holder considers that their right of protection of personal data has been harmed by any conduct of Consensum, the Holder may file the corresponding complaint before INAI through the website www.inai.org.mx.

Last update: [January 17, 2022](#).