

PRIVACY NOTICE

This PRIVACY NOTICE is applicable to the website www.grupoune.com.mx

PLEASE NOTE. Data protection is of paramount importance to us. Our privacy notice details the information we ask for and how we use it. Personal data should be understood as information that can be associated with a specific individual, such as name, address, cell phone number or email address. This notice applies only to information collected by this website. Please note that we have included links to other websites, and we are not responsible for the privacy practices thereof.

CONTROLLER

UNE ADMINISTRADORA DE OBRAS, S.C., with Federal Taxpayers' Registration number UOB0702016N1, located at: *Calle Osa Mayor número 2523 interior 1501 – A, Corredor Comercial Desarrollo Atlixcáyotl de la Ciudad de Puebla, Puebla*; telephone numbers: +52 (222) 6996100 and +52 (222) 6996123; hereinafter referred to as GRUPO UNE. Our Data Protection Officer is Sandra Mora Torres, who can be found at the same address or contacted via email: contacto@grupoune.com.mx

Respecting the privacy of users and keeping their information and personal data secure is of utmost importance for GRUPO UNE.

Likewise, GRUPO UNE will inform the user what type of data is being collected, how it's being stored, the purpose thereof, how it's being protected, the scope of the confidentiality obligation and the rights that the user has as Data Subject.

HOW DO WE COLLECT DATA?

Data is collected when filling out or completing the section called "Contact Form", which is located on the website of GRUPO UNE.

Personal data being collected will be used by GRUPO UNE mainly regarding business relationships with customers and service providers, as well as regarding matters of operation, security in facilities, fulfillment of obligations, Data Subjects' rights and in general for the purposes set forth in this Notice and all kinds of services related to the corporate purpose of GRUPO UNE.

By providing information to GRUPO UNE by any means, you agree with the terms of this Notice, expressly granting your authorization for the collection, procurement, use, storage, access, and processing of your personal data in accordance with this Notice. If you do not agree with something in the Notice, please do not provide any personal data. If you choose not to provide certain personal data to GRUPO UNE, you accept the possibility that GRUPO UNE may not be able to fulfill its obligations depending on the relationship therewith, without any liability for GRUPO UNE.

In addition, for purposes of verification and consultation, as well as to corroborate the veracity and accuracy of the personal data provided by you, we may obtain information from other sources authorized by law, such as telephone directories, public databases of any



public entity or agency or private individuals or companies that have no legal restriction regarding the disclosure of personal data.

The Data Subject will be requested to provide the following information: Name, location (city), contact number and email address.

USES OF DATA

GRUPO UNE may use users' personal data for any of the following purposes:

- Registering the user as customer.
- Statistically analyzing users' answers.
- Responding to requests or questions.
- Notifying, when necessary, useful information such as changes to the service or how the website works.
- Carrying out internal analysis to maintain and improve the quality of the services.

GRUPO UNE will store your personal data with due diligence as required by the Personal Data Protection Law for a period of 5 years; at the end of said period, your data will be deleted.

RESTRICTIONS OF USE AND DISCLOSURE OF INFORMATION

In our notification program via email regarding promotions, offers and services, which may occasionally include contact by our sales specialists, only GRUPO UNE has access to the information collected. This type of advertising is done through notices and promotional email messages, which will only be sent to the Data Subject and those contacts registered for such purpose, this may be modified at any time by replying with the respective request to contacto@grupoune.com.mx in any of the emails received.

PERSONAL DATA

In GRUPO UNE we collect data from several sections in our website. Such data is different and therefore stored in separate databases.

All the information provided must be truthful and complete. The user will be responsible for the data provided and in no case will GRUPO UNE be responsible for the veracity thereof.

We hereby inform you that GRUPO UNE is not required to collect or process personal data considered as sensitive, including without limitation, data revealing aspects of the Data Subject, such as racial or ethnic origin, present or future health condition, genetic information, religious, philosophical, and moral beliefs, political opinions, and sexual preference.

PROCESSING PURPOSES

GRUPO UNE, during its commercial relationship with customers, processes personal data of various kinds that users freely and voluntarily provide for the fulfillment of obligations, being GRUPO UNE responsible for the use given to such personal data, solely and exclusively for the purposes mentioned below, as well as regarding the protection thereof in accordance with this Notice.



What is your personal data going to be used for? Data will be used to contact you and provide information regarding developments, apartments, or business premises for sale by GRUPO UNE, you will also receive offers, promotions, advertisements, and everything related to the services provided by GRUPO UNE, via WhatsApp, email, or through social networks. Likewise, your data will be used to solve or answer doubts or questions that you may submit through our messaging feature.

COOKIES AND WEB BEACONS

A. We hereby inform you that GRUPO UNE uses cookies to ease navigation on our site www.grupoune.com.mx. Cookies are a tool used by web servers to store and retrieve information stored in the browser used by users or visitors on the website to save your personal preferences. All cookies used by GRUPO UNE are only associated with anonymous users and their computer equipment, type of browser used, user language, access times, and the IP address of websites used to access the sites of GRUPO UNE, said cookies in no case provide references leading to the name and surname of the user, cannot read data from their hard drive nor include viruses in texts. GRUPO UNE suggests consulting the help section of your browser to learn how to change the settings on acceptance or rejection of cookies. Even if you configure your browser to reject all cookies or to expressly reject GRUPO UNE's cookies, you will still be able to browse the website.

B. Use of Web Beacons. Also known as web bugs, pixel tags and clear gifs. GRUPO UNE may use web beacons, alone or in combination with cookies, on its website and in its HTML formatted emails to collect information about website usage and your interaction with emails. Web beacons are electronic images, called single pixel (1x1) or GIF that can recognize information being processed on your computer, such as entry times and dates on the site and sections viewed.

ARCO RIGHTS

The data subject has the right to know exactly the personal data we have on him/her and what we use it for (ACCESS). The data subject also has the right to correct his/her data in case it is inaccurate, incomplete or outdated (RECTIFICATION). If the data is not used properly, the data subject may request that it be removed from our records (CANCELLATION); in addition, the data subject has the right to object to the use thereof for specific purposes (OPPOSITION). These rights are known as ARCO rights which the data subject may exercise at any time through the process established by law, and which is summarized below:

All personal data provided by the user will constitute a file containing his/her profile. The user may access or modify his/her profile at any time by sending an email to contacto@grupoune.com.mx. Likewise, the Data Subject may notify the opposition to the use of personal data or the cancellation of data processing and of the respective file as well, via email or by telephone to +52 (222) 6996100 and +52 (222) 6996123, provided the Data Subject can be reliably identified as the owner or by any other authentication mechanisms previously established by GRUPO UNE. Hours for the reception of any request will be from Monday to Friday, from 9:00 to 19:00 hours, except for days considered as mandatory rest days according to the legislation in force or days when work must be suspended by order



of a competent authority. GRUPO UNE will have a period of twenty (20) business days, from the request for access, rectification, cancellation, or opposition of personal data, to respond to the user's request via email to the last email address provided or by telephone to the last number provided. If the request is admissible, it will be effective within fifteen (15) business days following the response date. These deadlines may be extended only once and for an equal period if necessary. The delivery of information will proceed upon verification of the Data Subject's identity or that of the legal representative. GRUPO UNE advises all users to update their data whenever they undergo any modification, as this will allow us to provide a more personalized service.

TRANSFER OR REFERRAL OF PERSONAL DATA

We hereby inform you that GRUPO UNE does not share personal data of any Data Subject with any third party. If a transfer of personal data is required in the future, GRUPO UNE undertakes to comply with the applicable legal obligations, and to notify the respective Data Subjects in advance and, if necessary, obtain their consent.

GRUPO UNE, at different stages of the data processing and for different purposes, requests the intervention of Processors, who are individuals or legal entities that carry out such processing on behalf of GRUPO UNE, and GRUPO UNE in turn verifies that such processing is carried out in accordance with the provisions of this Privacy Notice. Consequently, please be informed that GRUPO UNE does not require your consent to carry out such actions since they constitute a Referral of personal data, in which the responsible for the handling and care of your personal data continues to be GRUPO UNE.

PROTECTION

GRUPO UNE does not buy or sell products online, therefore, we never ask for credit card, debit card or PayPal account information via email. Should we need such information, we will request it by the appropriate means.

CHANGES TO THE PRIVACY NOTICE

We reserve the right to make changes or updates to this privacy notice at any time to comply with new legislation or jurisprudence, internal policies, new requirements regarding the provision or offering of our services or products, and market practices.

Such modifications will be available to the public through our website www.grupoune.com.mx, in the privacy notice section, or we will send them directly to the last email provided by the user.

DATE OF LAST UPDATE

Dear user, you are hereby notified that the Privacy Notice was last modified on September 20, 2022. This Privacy Notice may be reviewed and revised from time to time. We will not limit your rights under this Privacy Notice without your express consent.

