



# Data Protection Policy - Mexlog

# DATA PROTECTION POLICY



## Introduction

Mexlog, committed to protecting the personal data of its employees, clients, suppliers, and business partners, establishes this policy to ensure the privacy, confidentiality, and security of the information collected and processed. This policy is aligned with applicable legal provisions, such as the Federal Law on the Protection of Personal Data Held by Private Parties (LFPDPPP) in Mexico.

## 1. Objective

To establish the guidelines and practices that Mexlog will follow to ensure the proper processing of personal data, respecting privacy rights and the protection of information.

## 2. Scope of Application

This policy applies to all employees, contractors, suppliers, and other parties related to Mexlog who have access to personal data.

## 3. Principles of Data Protection

Mexlog commits to complying with the following principles:

- **Lawfulness:** Personal data will be collected and processed legally and with the informed consent of the data subjects.
- **Purpose:** Data will only be used for the specific, explicit, and legitimate purposes for which it was collected.
- **Proportionality:** Only the data strictly necessary for the established purposes will be collected.
- **Quality:** Data will be accurate, complete, and up to date.
- **Security:** Technical, administrative, and physical measures will be implemented to protect data against loss, alteration, destruction, unauthorized access, or theft.

## 4. Rights of Data Subjects

Data subjects have the right to:

- Access their personal data held by Mexlog.
- Rectify their data when it is inaccurate or incomplete.
- Cancel their personal data when they consider it unnecessary for the established purposes.
- Object to the processing of their data for specific purposes.

## 5. Use and Transfer of Personal Data



Mexlog will not share or transfer personal data to third parties without the prior consent of the data subjects, except in cases provided for by law.

## **6. Security Measures**

Mexlog will implement:

- Access control policies for systems and databases.
- Regular data protection training for employees.
- Continuous review and updating of its security protocols.

## **7. Procedure to Exercise ARCO Rights**

Data subjects may send a request to exercise their ARCO rights (Access, Rectification, Cancellation, and Objection) via email to **[datospersonales@mexlog.com](mailto:datospersonales@mexlog.com)** or in person at Mexlog's offices, providing:

- Full name and contact information.
- Documentation proving their identity or legal representation.
- A clear description of the right they wish to exercise and the related data.

## **8. Modifications to the Policy**

Mexlog reserves the right to modify this policy at any time, notifying such changes through official communication channels.

## **9. Contact**

For any questions or inquiries about this policy, please contact our Data Protection Officer at **[asg@mexlog.com](mailto:asg@mexlog.com)**.