



# ZAYRO LOGISTICS

Ing. Luis Rafael Zamudio Murguía  
Zamudio y Rodríguez, S. C.

Patente No. 3485, Reg. Local 240-A-464



## PRIVACY DISCLAIMER

We inform you that Zamudio y Rodriguez S.C., with address at Calle Hidalgo number 3331 Sector Centro, C.P. 88000, Nuevo Laredo, Tamaulipas, is responsible for the use and protection of your personal information, and in this regard we inform you of the following:

### Purposes:

Personal data and sensitive data may be used for various purposes, depending on the case in which they are provided or collected, always in accordance with this Privacy Disclaimer or its updates that, in due time, are made available to comply with the following necessary purposes:

- If you are our Customer.
- If you are our Supplier.
- If you work in the organization or are in the selection process.
- By video surveillance within our facilities.
- For information obtained through email communication.
- For information obtained through telephone communication.
- For access to our facilities.
- On our website.
- In contracts with third parties.

### To what end will we use your personal data?

The personal data that we collect from you, will be use for the following purposes which are necessary for the service you request:

- For Contracts.
- For agreements and conditions.
- To comply with obligations derived from a commercial legal relationship, that is, provide the services and products required, to enforce and / or execute a contract.
- Form client files.
- For statistical purposes.
- To report changes or new services that are related to the one contracted by our Customers.
- Evaluate the quality of the service.
- Determine the quality of our services.
- Exchange information necessary to attend internal and external audits and by authorities.
- For commercial, marketing, advertising and / or commercial prospecting purposes and for grant benefits and comply with obligations contracted with our clients, as well as Conduct internal research on consumer trends.
- Evaluate it and, where appropriate, hire it in the future as a supplier.
- Keep track of the contracted providers and the payment of their services for later registration and administration in systems.
- Make transfers with your personal data to third parties in terms of the privacy notice.
- To comply with the obligations derived from the employment relationship.

**Hidalgo #3331, Sector Centro, Nuevo Laredo, Tamps. C. P. 88000**  
**Tel: (867) 712-70-48. Fax: (867) 712-7064**



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- For personnel administration.
- Form employee files.
- Form employee medical records.
- Payment and administration of payroll; payment of benefits, wages and benefits, bonuses, reimbursements, pensions, insurance and others; contracting insurance; document and control the allocation of computing and communications assets; internal audits.
- Creation of work email account.
- Preparation of company directory.
- Assign work tools; assign keys and passwords.
- Ensure compliance with confidentiality obligations and other labor obligations.
- Check personal and work references.
- Contact your family members, financial dependents and / or beneficiaries in case of emergency.
- We may use your personal data for other purposes, as long as said purposes are compatible and can be considered analogous to the above.
- Obtaining and using navigation information.
- Our website could collect personal information capable of identifying Users or third parties in the following cases: a) electronic registration b) when placing an order, c) promotions; d) messages, letters of commitment, testimonials and comments made voluntarily by the User or third party and e) Generate statistics.

All personal data obtained by any means will be added to the database site of Zamudio and Rodriguez S.C.

## What personal data will we use for these purposes?

To carry out the purposes described in this privacy notice, we will use the following personal information:

- Identification data. Information concerning a natural person that allows differentiation of others in a community, such as: name; civil status; handwritten and electronic signature; Federal Taxpayers Registry (RFC); Unique Population Registry Code (CURP); number of military record; place and date of birth; nationality; Photography; age, among others.
- Contact information. Information that allows you to keep or contact the owner, such as as: address; email; landline; cell phone, among others.
- Labor data. Information concerning a natural person related to their employment, position or commission; work performance and professional experience, generated from processes of recruitment, selection, hiring, appointment, evaluation and training, such as: position, work address, company email, company telephone; references labor; initial and end date from employment, among others.
- Data on physical characteristics. Information about a natural person related to their physiognomy, specific anatomy, features or particularities, such as: skin, iris or hair color; address individuals; height; weight; complexion; scars, blood type, among others.
- Academic data. Information concerning a natural person that describes their preparation, skills, development and professional or technical guidance, endorsed by educational institutions, as they are: educational trajectory; Titles; professional license; certificates; recognitions; among others.
- Financial data. Information concerning a natural person related to their goods, rights, charges or obligations susceptible of economic valuation, such as: movable and immovable property; tax information; credit history;

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income and expenses; accounts banking; insurance; afores; bonds, credit card number, security number, between others.

- Biometric data. Information about a natural person related to iris image, fingerprint, palm of the hand or other analogues.

In addition to the personal data mentioned above, for the purposes reported in this privacy disclaimer we will use the following personal data considered sensitive, that require special protection:

- Ideological data. Information on the ideological, religious, philosophical or moral positions of a person.
- Data on political opinions. Opinion of a person in relation to a political event or on his political stance in general.
- Data on union membership. Membership of a person in a union and the information that derived from it.
- Health data. Information concerning a natural person related to the valuation, preservation, care, improvement and recovery of their physical or mental health, present, past or future, as well as genetic information.
- Data on sexual life. Information from a natural person related to their behavior, sexual preferences, practices or habits, among others.
- Ethnic or racial origin data. Information concerning a natural person related to his belonging to a people, ethnic group or region that distinguishes it by its social conditions and identities, cultural and economic, as well as their customs, traditions, beliefs.

## How can you access, rectify, or cancel your personal data, or oppose its use?

You have the right to know what personal data we have about you, what we use it for and the conditions of use that we give them. Likewise, it is your right to request the correction of your information. staff in case it is outdated, inaccurate or incomplete (Rectification); that we eliminate it of our records or databases when it considers that it is not being used as to the principles, duties and obligations set forth in the regulations (Cancellation); as well as object to the use of your personal data for specific purposes (Opposition). These rights are known as rights ARCO.

If you would like to make use of any of the ARCO rights, you must submit the respective request at with the subject: [noticedeprivacidad@zayro.com](mailto:noticedeprivacidad@zayro.com).

Subject: **REQUEST FOR RECTIFICATION FOR THE TREATMENT OF PERSONAL DATA** and with the following information:

- Name of the Proprietor.
- Declaration Statement.
- Proprietor address or email address to communicate response to request.
- Documents that prove identity of the person to submit the application.

Documents for identification can be:

- Passport.
- Valid Driver's License.

To know the procedure and requirements for the use of ARCO rights, you can call following telephone number (867) 7127048; or contact our Department of Privacy, which will process requests for the exercise of these rights, and will attend to any doubts you may have regarding the processing of your information.

The contact information of the Privacy Department are the following: Calle Hidalgo number 3331 Sector Centro, C.P. 88000, Nuevo Laredo, Tamaulipas, (867) 7127048, [noticeofprivacy@zayro.com](mailto:noticeofprivacy@zayro.com).

## How can you revoke your consent to the use of your personal data?

You can revoke the consent that, in your case, you have given us for the treatment of your personal information. However, it is important to note that not in all cases we will be able to respond to your request or terminate the use immediately, since it is possible that for some legal obligation we require to continue treating your personal data. You should also consider that, for certain purposes, the revocation of your consent will imply that we cannot assist you with business services, or the conclusion of your relationship with us.

Subject: **REQUEST FOR REVOCATION OF CONSENT FOR THE TREATMENT OF PERSONAL DATA** and with the following information:

- Name of the Proprietor.
- Declaration Statement.
- Proprietor address or email address to communicate response to request.
- Documents that prove identity of the person to submit the application.

Documents for identification can be:

- Passport.
- Valid Driver's License.

To know the procedure and requirements for the revocation of rights, you can call following telephone number (867) 7127048; access our site at: [www.zayro.com/avisodeprivacidad](http://www.zayro.com/avisodeprivacidad) or contact our Department of Privacy: [noticeofprivacy@zayro.com](mailto:noticeofprivacy@zayro.com).

## How can you limit the use or disclosure of your personal information?

In order for you to limit the use and disclosure of your personal information, we offer you the following means: [noticedeprivacidad@zayro.com](mailto:noticedeprivacidad@zayro.com).

Your registration in the Public Registry to Avoid Advertising, which is in charge of the Federal Consumer Prosecutor's Office, so that your personal data is not used to receive advertising or promotions of goods or services companies. For more information about this registry, you can consult the PROFECO web portal, or assist directly to one of their offices.



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ISO 9001:2015



## The use of tracking technologies on our Internet portal

We inform you that on our website we use cookies, web beacons and other technologies through which it is possible to monitor your behavior as an Internet user, as well as provide you with a better service and user experience when browsing our page: [www.zayro.com](http://www.zayro.com).

## How can you know the changes to this privacy disclaimer?

This privacy disclaimer may undergo modifications, changes or updates derived from new legal requirements; of our own needs for the products or services that we offer; of our privacy practices; changes in our business model, or by other causes.

We are committed to keep you informed about changes to this privacy disclaimer, through [www.zayro.com](http://www.zayro.com).

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