

PRIVACY POLICIES related to Personal Data, collected by PLYCEM CONSTRUSISTEMAS COSTA RICA, S.A., PLYCEM CONSTRUSISTEMAS EL SALVADOR S.A. and PLYCEM CONSTRUSISTEMAS HONDURAS S.A DE CV. (hereinafter all together referred to as "PLYCEM").

1.- GENERAL CONSIDERATIONS

1.1.- Plycem is a company committed and respectful of the rights over the personal data of natural persons, recognized in each of the legislations where Plycem operates. Therefore, it makes available to them these privacy policies, so that the owner of the personal data is empowered to exercise their right to informative self-determination.

1.2.- By entering and using the website, whose domain name is www.plycem.com, in the section corresponding to "privacy policies", hereinafter referred to as "the website", owned by Plycem, you (the owner) declare that you are understanding and accepting the terms and conditions contained in these policies and expressly declare and grant your acceptance and consent using for this purpose the electronic means accessed here.

1.3.- If the owner does not accept the terms and conditions of these policies absolutely and completely, they must refrain from sharing any type of information with Plycem by any means, including their website.

1.4.- In case the owner continues to use the Plycem website, either in whole or in part, such action will be considered as their absolute and express acceptance and consent to the terms and conditions stipulated herein.

1.5.- The mere use of the Plycem website grants a public owner the status of owner (hereinafter referred to as the "owner" or the "owners", indistinctly) and implies the acceptance and express, free, unequivocal, informed, specific, full and unconditional consent, of each and every one of the general and particular conditions included in these privacy policies in the version published by

Plycem, at the moment in which the owner accesses and uses the aforementioned page.

The parties declare that, in the absence of error, fraud, bad faith or any other defect of consent that could nullify the validity of this instrument, both agree to be subject to the wording of the following:

2.- DEFINITIONS

2.1.- Personal Data. - Any data relating to an identified or identifiable natural person.

2.2.- Sensitive Data. - Information relating to the intimate jurisdiction of the person, such as, for example, those revealing racial origin, political opinions, religious or spiritual convictions, socioeconomic status, biomedical or genetic information, life and sexual orientation, among others.

2.3.- Personal Data of Unrestricted Access. - Those contained in public databases of general access, as provided by special laws and in accordance with the purpose for which these data were collected.

2.4.- Personal Data of Restricted Access. - Data which, even if part of records of access to the public, are not of unrestricted access because they are of interest only to their owner or to the Public Administration.

2.5.- Database. - Any file, folder, record or other structured set of public or private personal data, which are subject to processing, automated or manual, on the site or in the cloud, under the control or direction of a person in charge, whatever the modality of its elaboration, organization or access.

2.6.- Public Access Database. - Those files, folders, record or other structured set of data that can be consulted by any person who is not prevented by a limiting rule, or without more requirement than the payment of a consideration.

2.7.- Holder or Interested Party. - Natural person who owns the personal data protected by the Law, or their representative.

2.8.- Identifiable Natural Person. - Person whose identity can be determined, directly or indirectly, by any infor-

mation referring to their anatomical, physiological, psychic, economic, cultural or social identity. A natural person shall not be considered identifiable if such identification requires disproportionate time periods or activities.

2.9.- Consent of the Owner of the Personal Data. - Any express, free, unequivocal, informed and specific expression of will that is granted in writing or in digital media for a specific purpose, by means of which the owner of the personal data or their representative consents to the processing of their personal data. If consent is given within the framework of a contract for other purposes, that contract must have a specific and independent clause regarding consent to the processing of personal data.

2.10.- File. - Any organized set of personal data, whatever the form, purpose or modality of its creation, storage, organization and access.

2.11.- Data in the Cloud. - File, folder, record or other structured set of data accessed using the Internet.

2.12.- Responsible for the Database. - Any natural or legal person, public or private, who administers or manages or, is in charge of or owns one or more public or private databases, competent in accordance with the Law, to decide what the purpose of the database is, what categories of personal data must be registered and what type of treatment will be applied to them.

2.13.- Person in Charge. - Any natural or legal person, public or private entity, or any other body that processes personal data on behalf of the person responsible for the database.

2.14.- Technological intermediary or service provider. - Natural or legal person, public or private, that provides infrastructure, platform, software or other services.

2.15.- Processing of Personal Data.- Any operation or set of operations, carried out through automated or manual procedures and applied to personal data, such as collection, registration, organization, conservation, modification, extraction, consultation, use, communi-

tion by transmission, dissemination, distribution or any other form that facilitates access to these, comparison or interconnection, as well as its blocking, suppression or destruction, among others.

2.16.- Automated Data Processing.- Any operation, set of operations or procedures, applied to personal data, carried out through the use of hardware, software, networks, services, applications, on the site or in the cloud, or any other information technology that allows the collection, registration, organization, conservation, modification, extraction, consultation, use, communication by transmission, dissemination, distribution or any other form that facilitates access to, collation, or interconnection, as well as their blocking, deletion or destruction, exchange or digitization of personal data, among others.

2.17.- Distribution, dissemination. - Any way in which personal data is distributed or published, to a third party, by any means, provided that there is a purpose of commercializing the data or making a profit with the database.

2.18.- Deletion or Elimination. - Procedure by virtue of which the person responsible or the person in charge of the database, deletes or destroys totally or partially, in a definitive manner, the personal data of the owner, from their database.

2.19.- Transfer of Personal Data. - Action by which personal data of the person responsible for a Personal Database are transferred to any third party other than the Responsible itself, their economic interest group, the Person in Charge, service provider or technological intermediary, in these cases as long as the recipient does not use the data for distribution, dissemination or commercialization.

2.20.- Primary Purposes. - Those Purposes for which Personal Data is mainly requested and, therefore, gives rise to the relationship between PLYCEM and the OWNER.

2.21.- Secondary Purposes. - Those Purposes that are

not essential for the relationship between PLYCEM and the OWNER, but that are analogous or compatible with the Primary Purposes.

3.- IDENTITY AND DOMICILE OF THE PERSON RESPONSIBLE THAT PROCESSES PERSONAL DATA

3.1.- The Person Responsible for processing Personal Data of the OWNERS, as well as the recipient of the Databases containing Personal Data of the OWNER is PLYCEM, who undertakes to respect the provisions of these Privacy Policies (hereinafter the "Policy" or the "Policies", indistinctly), which are made available to them in compliance with the provisions of each of the applicable legislations in the countries in which PLYCEM operates and that is applicable with respect to the Personal Data of persons such as candidates, employees, customers and/or potential customers, suppliers and/or potential suppliers and service providers, distributors, as well as visitors to the physical offices of PLYCEM and users of THE PLYCEM WEBSITE, which PLYCEM obtains on the occasion of the activities of manufacture and distribution of fiber cement sheets that it carries out.

3.2.- The address established by PLYCEM for the purposes of these policies is:

Costa Rica Plant: 5 km East of Los Ángeles Basilica, road to Paraíso, Cartago, Costa Rica.

El Salvador Plant:

Honduras Plant:

4.- PERSONAL DATA THAT IS PROCESSED

4.1.- The OWNER acknowledges and accepts that PLYCEM may process directly and/or through Managers, the following Personal Data, taking into account the relationship with each OWNER:

4.1.1.- Candidates: General information: full name, date and place of birth, age, gender, nationality, marital status, profession, Identity document, image or photograph, signature, address, landline or mobile phone, email, criminal record, or professional registration number. Academic information: level of schooling,

school, period of studies, degrees obtained, refresher courses and/or training. Relatives: name, age, schooling, telephone number and profession of parents, siblings, children and spouses. Work experience: name of the company where services were provided, time of provision of services, address, telephone, position held, and name of immediate superior. Personal references (for which the OWNER has the consent to share them with PLYCEM): full name, landline or mobile telephone, address, profession. Work references (for which the OWNER has the consent to share them with PLYCEM): full name, address, landline or mobile phone, profession. Documentation in copy: Identity document, curriculum vitae, proof of studies, and professional certificate.

PLYCEM declares that they will not process Sensitive Data of the HOLDER-Candidate of any kind.

4.1.2.- Employees: General information: full name, date and place of birth, age, sex, nationality, immigration data, marital status, profession, Identity Document, image or photograph, fingerprint, signature, address, landline or mobile phone. Academic information: level of schooling, school, period of studies, degrees obtained, refresher courses and/or training. Relatives: name, age, schooling, telephone number and profession of parents, siblings, children and spouses, contact details of relatives in case of emergency. Work experience: name of the company where services were provided, time of provision of services, address, telephone, position held and name of immediate superior. Personal references (for which the OWNER has the consent to share them with PLYCEM): full name, landline or mobile telephone address, profession. Work references (for which the OWNER has the consent to share them with PLYCEM): full name, address, landline or mobile phone, profession. Documentation in copy: Identity document, curriculum vitae, proof of studies, and professional certificate.

PLYCEM declares that they will not process Sensitive

Data of the OWNER-Employee of any kind.

4.1.3.- Clients and/or Potential Clients: full name, Identity Document, legal certification of the company, signature, address, landline or mobile phone, email, name of the legal representative of the company, legal power of attorney of the representative, registration in the Mercantile Registry, data and billing address. Documentation in copy: Identity document, legal certification, public deed of incorporation of the company, legal power of attorney of the representative, proof of address.

4.1.4.- Suppliers, Potential Suppliers and Service Providers: full name, date and place of birth, nationality, Identity Document, legal certification of the company, signature, address, fixed or mobile telephone, email, registration in the Insurance Registry, registration in the General Directorate of Taxation or before the corresponding Treasury entity, registration in the corresponding Social Security (SS), bank details (account number, bank), name of the legal representative of the company, public deed of incorporation of the company, legal power of attorney of the representative, data and billing address. Document copies: Personal identity document, corporate identification document, public deed of incorporation of the company, proof of registration in the respective Mercantile Registry, proof of registration in the General Directorate of Taxation (DGT) or corresponding Treasury entity, proof of registration in the corresponding Social Security (SS), proof of address, bank account summary page.

4.1.5.- Distributors: full name, Identity Document, legal certificate of the company, signature, address, landline or mobile phone, email, name of the legal representative of the company, public deed of incorporation of the company, legal power of attorney of the representative, data and billing address. Documentation in copy: Identity document, corporate identification, legal power of attorney of the representative, proof of address.

4.1.6.- Visitors to the physical offices of PLYCEM: full name, Identity Document, landline or mobile phone, email, signature.

4.1.7.- USER OF THE PLYCEM WEBSITE: full name, landline or mobile phone, email, profession, country.

4.2.- The OWNER in this act, grants their express, free, unequivocal, informed and specific consent, so that their data are stored and processed in a database and that they are verifiable in adherence to the veracity of the source where they were obtained, under the understanding of the obligation to delete any data that is proven false.

4.3.- The OWNER in this act, under protest to tell the truth, accepts that the data they have provided to PLYCEM, are true, current, complete and accurate. In addition, they agree to remove PLYCEM harmless and safe from any demand or claim, derived from errors in the data they have provided.

4.4.- PLYCEM informs the OWNER of the existence of a personal Database, created by PLYCEM and called Plycem Database, with respect to which PLYCEM will be the Responsible for its Processing as well as the recipient of said Database.

4.5.- Likewise, PLYCEM declares that the Personal Data requested from the OWNERS are adequate, relevant and not excessive in relation to the Purposes for which they are collected, and that they will be canceled when they are no longer necessary for the Purpose for which they have been collected. However, they will be kept for the time required according to Costa Rican regulations.

4.6.- PLYCEM states that they only use the Personal Data of minors with the prior consent of their parents, guardians or legal representatives. In case it is detected that any minor enters their Personal Data through some of the PLYCEM service channels, the corresponding permission will be requested from the parents, guardians or legal representatives, who will be considered responsible for all the acts carried out by the

minors in their charge.

4.7.- PLYCEM will use IP (Internet Protocol) information to analyze any type of threats to THE PLYCEM WEBSITE, as well as to collect demographic information. However, the IP information will in no case be used to identify the OWNERS, except when there is a probability of fraudulent activity.

5.- PURPOSES OF THE PROCESSING OF PERSONAL DATA

5.1.- PLYCEM accepts and acknowledges that they may process the Personal Data of the OWNER, directly and/or through Persons in Charge, in accordance with the type of relationship they have with the OWNER, for the following Primary Purposes:

5.1.1.- The OWNER – Candidate:

- a) Contact the OWNER-Candidate, by any means, in order to monitor and evaluate the experience and schooling of the OWNER-Candidate, to learn about the viability of being selected and the chances of success of the same in the position they intend to perform.
- b) Learn about the work experience of the OWNER-Candidate as well as their competencies for the position they are trying to fill.
- c) Make a file of the OWNER-Candidate that will be safeguarded in the offices of the domicile of PLYCEM, in physical and electronic format, for a period of one year from when it is created.
- d) Conduct an investigation to verify the information provided by the OWNER-Candidate.
- e) To carry out the procedures of selection and administration of personnel in the governmental institutions where it is required.
- f) To contact the people that the OWNER -Candidate has indicated as personal and/or work references.

5.1.2.- The OWNER – Employee:

- a) Make a physical and/or digital file of the OWNER - Employee that will be safeguarded at the address of PLYCEM during the entire term of the validity of the employment relationship and for five (5) years after the end of it.

- b) Carry out the necessary procedures to obtain the debit card, to deposit their salary and other benefits generated in favor of the OWNER - Employee.

- c) Carry out the control of attendance and times of entry and exit of the OWNER-Employee to the workplace in PLYCEM.

- d) To assign to the OWNER -Employee the tools and work resources necessary for the development of the functions entrusted to them.

- e) Carry out the necessary procedures of registration, cancellation, modifications and disabilities before governmental institutions that are required.

- f) Make the corresponding payments to the beneficiaries of alimony, in case it is required by a judicial authority.

5.1.3.- THE OWNER-Client and/or Potential Client:

- a) Contact them by phone, email, social networks, Skype or other electronic messaging platform, to address and follow up on requests for products and/or services offered by PLYCEM.

- b) To provide the OWNER-Client with the products and/or services that PLYCEM sells, in accordance with the requests made through any means, so that the OWNER-Client can benefit from them.

- c) Contact the OWNER-Client by any means, in order to make clarifications and follow-up on payments or any other situation derived from the products and/or services provided by PLYCEM, such as complaints or comments about them.

- d) Register and update the data in the internal business administration system, for access to Personal Data by the persons authorized to do so.

- e) Make contact with the OWNER-Client to carry out the management and collection of debts; where appropriate, contact the persons that the OWNER-Client has authorized as a payment contact.

- f) Coordinate meetings with the OWNER-Client via telephone, email, social networks, Skype or through any other electronic or physical means.

g) Generate a record in the database of customers and/or potential customer, which will be kept for the duration of the commercial relationships and up to one year after they end.

h) Make and store a physical and/or electronic file of the OWNER-Client for the duration of the commercial relationship and for up to one year after the termination of the commercial relationship.

i) Issuance of electronic invoicing and credit notes derived from the commercialization of the products and/or services offered by PLYCEM. These invoices, both in physical and electronic format and credit notes, will be kept by PLYCEM during the term of validity of the commercial relations and for five (5) years after the end of the same.

j) In case the OWNER-Client is a foreigner, carry out the necessary procedures for the shipment of the products marketed by the company.

k) Carry out the necessary procedures to grant lines of credit.

l) Carry out transactions with credit institutions that result from commercial operations.

m) Carry out procedures before government authorities.

5.1.4.- The OWNER - Supplier, Potential Supplier and/or Service Provider:

(a) Request or follow up on requests for information, services and/or products required by PLYCEM.

b) Register the profile of the Supplier in the internal administration system for access by personnel authorized for it, which will be kept for the duration of the commercial relationship with the OWNER-Supplier and for three (3) years after the end of the same.

c) Contact the OWNER-Provider by any means, in order to make clarifications and follow-up on payments or any other situation derived from the services required by PLYCEM. d) Keep for a period of five (5) years after they are generated, the electronic invoices and credit notes, both in

physical and electronic format, derived from the products and/or services required by PLYCEM.

e) Keep for a period of five (5) years the contracts that the company enters into with the OWNER-Supplier both in physical and electronic format, once they have ended.

f) Make bank transfers originated by requests for products and/or services made by PLYCEM.

g) Keep a physical and/or electronic file of the OWNER-Supplier for the duration of the commercial relationship and for two (2) years after its termination for any reason.

h) Register them in their accounting system and in the electronic invoice control system for access to Personal Data by persons authorized to do so.

5.1.5.- The OWNER - Distributor:

a) Contact them by phone, email, social networks or any other means, to address and follow up on requests for services and/or products.

b) Process the patrimonial and/or financial Personal Data of the distributor to provide the products and/or services marketed by PLYCEM.

c) Contact the OWNER-Distributor by any means, in order to make clarifications and follow-up on payments or any other situation derived from the products and/or services provided by PLYCEM, as well as complaints or comments about them.

d) Register them and update the data annually in the internal software, platforms and/or portals of PLYCEM for access to personal data by persons authorized to do so.

e) Keep a physical and/or electronic file of the OWNER-Distributor for the duration of the commercial relationship and for one year after its termination for any reason.

f) Carry out transactions with credit institutions, resulting from the commercial operations carried out with the HOLDER.

g) Carry out the necessary procedures to grant lines of

credit, and corroborate commercial and banking references.

h) Generate a record in the databases of PLYCEM distributors that will be kept for one year after it is generated.

i) Issuance of electronic invoicing and credit notes derived from the products and/or services offered by PLYCEM. These invoices, both in physical and electronic format and credit notes, will be kept by PLYCEM during the term of validity of the commercial relations and for 5-five years after the end of the same.

j) Use cloud computing services to make PLYCEM's internal processes efficient.

5.1.6.- The OWNER – Visitor at PLYCEM's physical offices:

a) Store in different databases, the image as well as the information of PLYCEM visitors, in order to maintain control of the entrance and exit of those who visit their facilities, which is part of the security measures adopted inside it. The Personal Data collected will be kept for a period of one year from when they are obtained.

5.1.7.- The OWNER-User of THE PLYCEM WEBSITE:

a) Contact the OWNER-User of THE PLYCEM WEBSITE, via email, telephone, Skype, social networks or any other means, to address and follow up on their comments or requests for services and/or products.

b) To access the social networks in which PLYCEM participates.

c) To send information and promotions, upon request made by the OWNER-User of THE PLYCEM WEBSITE through the form available on THE PLYCEM WEBSITE, under the "Contact" tab.

d) To comply with the purposes expressed in the cases of the other OWNERS mentioned above who visit the PLYCEM WEBSITE, without creating or preserving a database of OWNERS-Users of THE PLYCEM WEBSITE.

5.2.- PLYCEM may process the Personal Data of the OWNER for the following Secondary Purposes:

a) In the case of the OWNER-Client, to evaluate the quality of the services and/or products offered, as well as the quality of attention to their comments or requests.

b) To provide them with additional communications, information and promotions, new product launches, makeovers, bulletins and newsletters.

c) Inform via email about changes or new products or services that are related to those requested by the OWNER.

d) Generate internal reports on the use of THE PLYCEM WEBSITE.

e) Mass marketing mailings.

f) To contact the OWNER-User in order to inform them of updates to THE PLYCEM WEBSITE, informative messages and messages related to services, including important security updates.

g) To mention the OWNER-Client with that character in the corporate profile and in the PLYCEM WEBSITE.

h) To inform them and/or invite them to participate in courses, training and/or events organized by PLYCEM.

i) Send year-end greeting emails to the OWNER.

j) To develop a database of potential OWNERS-Suppliers for future purchases.

5.3.- In the event that the OWNER does not wish to have their Personal Data used for all or some of the Secondary Purposes established in section 5.2., they must send a request for revocation of consent for such Purposes, specifying the Secondary Purposes for which they wish their Personal Data not to be processed, to the following email: oficialdedatospersonales@elementia.com.

6.- USE OF "COOKIES" AND "WEB BEACONS"

6.1.- THE PLYCEM WEBSITE may use "cookies" in connection with certain features or functions. Cookies are specific types of information that a website transmits to the hard drive of the OWNER's computer for the purpose of keeping records. Cookies can be used to facilitate the use of a website, by saving passwords

and preferences while the OWNER browses the Internet. THE PLYCEM WEBSITE does not use cookies to obtain personal identification data from the OWNER's computer that was not originally sent as part of the cookie.

6.2.- On the other hand, "web beacons" are images inserted in an Internet page or email, which can be used to monitor the behavior of a visitor, such as storing information about the user's IP address, duration of interaction time on said page and the type of browser used, among others.

6.3.- Although most browsers automatically accept cookies and web beacons, the OWNER can configure their browser so that it does not accept them.

6.4.- To disable cookies, you must follow the instructions below:

6.4.1.- On a PC: open the Internet browser, enter the "Tools" menu, enter "Internet Options", choose the "Privacy" tab, move the Cursor of the Settings to "Block all Cookies".

6.4.2.- On a Mac: open the Internet application, go to "Preferences", choose the "Security" option, choose "Never" in the "Accept Cookies" option.

7.- SECURITY OF PERSONAL DATA

7.1.- PLYCEM, undertakes to make their best efforts to protect the security of the Personal Data that the OWNER is delivering, through the celebration of legal acts, the use of access-control technologies that control the access, use or disclosure without authorization of personal information as well as the encryption of the Personal Data which they process; for this purpose, personal information is stored in databases with limited access located in controlled facilities with security mechanisms; PLYCEM undertakes that the information provided by the OWNER is considered confidential, and used under full privacy, guaranteeing the duty to safeguard them by adopting all the necessary security measures. In this sense, PLYCEM has implemented and used under full privacy, guaranteeing the duty to safe

guard them by adopting all the necessary security measures. In this sense, PLYCEM has implemented administrative, technical and organizational security measures, as well as physical and logical security mechanisms necessary to guarantee the security of Personal Data and prevent its alteration, accidental or illicit destruction, loss, treatment or unauthorized access, as well as any other action contrary to the Law 7.2.- Likewise, PLYCEM informs the OWNERS that the Databases that it manages and in which their Personal Data are stored, are registered with the governmental entities that the legislations of each country where the PLYCEM factories operate so regulate.

7.3.- Notwithstanding the foregoing and, in the event that security breaches occur at any stage of the Treatment, which significantly affect the economic or moral rights of the OWNERS, they will be informed by email, immediately, so that the latter can take the corresponding measures for the defense of their rights, releasing PLYCEM of any responsibility, if the violation is not attributable to them.

8.- PERSON DESIGNATED TO PROCESS THE APPLICATIONS OF THE OWNERS

8.1.- In the event that the OWNER needs to revoke their consent, as well as exercise their Rights of Access, Rectification, Modification or Deletion or Elimination of their Personal Data, they must do so through the person designated by PLYCEM, whose information is described below: Designated: Luis Antonio García Lima. Email: oficialdedatospersonales@elementia.com.

9.- REVOCATION OF CONSENT BY THE OWNER

9.1.- The OWNER of the Personal Data may revoke the consent for the Processing of their Personal Data at any time and without being attributed retroactive effects. This revocation of consent must be done observing the following procedure, using the following format that PLYCEM makes available to them:

9.1.1.- Send an email in attention to the Designee in

point eight (8) of these Policies, through which such requests will be addressed, indicating the following:

I. Names and last names of the OWNER of the Personal Data and accreditation of their identity by means of a copy of the Identity Document or equivalent document.

In the event that this right is exercised by the legal representative, they must prove their identity by attaching an Identity Document or equivalent document, and the title that accredits the representation.

II. Domicile or address, which may be electronic, for the purposes of the corresponding notifications.

III. Date and signature of the applicant OWNER.

IV. Date when the revocation of your consent becomes effective.

9.2.- The request for revocation will be addressed by PLYCEM at no cost to the OWNER, proceeding according to the revocation within a period of five (5) working days from the receipt of the request. Likewise, within the same period of five (5) days, PLYCEM will proceed to inform those natural or legal persons to whom they have transferred the data of said revocation, which must proceed within five (5) working days from the notification, to execute the revocation of consent.

9.3.- In cases in which the OWNER requests PLYCEM to confirm the cessation of the processing of their data, PLYCEM will respond free of charge, expressly, within three (3) working days from the presentation of the revocation request.

10.- RIGHTS OF THE OWNER OF THE PERSONAL DATA

10.1.- In the event that the OWNER wants to exercise their Rights of Access, Rectification, Modification or Deletion or Elimination of their Personal Data, they must follow the following procedure, using the format that PLYCEM makes available to them:

10.1.1.- Send an email addressed to the Designee of point eight (8) of these Policies, through which such requests will be met, indicating the following:

I. Names and last names of the OWNER of the right and proof of their identity by means of a copy of the Identity

Document or equivalent document. In the event that these rights are exercised by the legal representative, they must prove their identity by attaching an Identity Document or equivalent document, and the title that accredits their representation.

II. The specific request that gives rise to the request. The right exercised by the OWNER of the Personal Data must be indicated.

III. Domicile or address, which may be electronic, for the purposes of the corresponding notifications.

IV. Date and signature of the applicant OWNER.

V. Documents supporting the request, if applicable.

VI. In the case of a request for Rectification of Personal Data, the OWNER must indicate to which Personal Data it refers, as well as the correction that is requested to be made, which must be accompanied by the relevant documentation or proof that supports the origin of the request.

10.2.- The request will be addressed by PLYCEM within five (5) working days from the receipt of the request.

11.- TRANSFER OF PERSONAL DATA

11.1.- PLYCEM undertakes not to transfer or share the data referred to in these Policies, in favor of Third Parties, except in cases that it is necessary to comply with the Purposes of these Policies, or else, if necessary in compliance with a requirement from an authority.

12.- MODIFICATIONS

12.1.- The Privacy Policies may be modified in the time and manner that PLYCEM determines, taking into account the study and the regulations that arise in terms of protection of Personal Data; therefore, it is obliged to keep these Policies updated, for consultation on THE PLYCEM WEBSITE so that, where appropriate, the OWNER is able to exercise the rights that correspond to them

13.- GUARANTEEING AUTHORITY

13.1.- If the OWNER considers that their right to the protection of their Personal Data has been affected by any conduct or omission on the part of PLYCEM, or if

they consider that PLYCEM acts in contravention of the rules or basic principles for data protection and informative self-determination established by the Law, as well as in the face of PLYCEM's refusal to process the revocation of consent requested by the OWNER, said OWNER may file their complaint with the corresponding entity in the country in which the Plycem factories operate.

14.- APPLICABLE LAW AND JURISDICTION

14.1.- The parties express that these Privacy Policies will be governed by the legal provisions applicable in each of the countries where they operates.

14.2.- In the event that there is a dispute or controversy, derived from the interpretation, execution or compliance with the Privacy Policies or any of the documents that derive from it, or that are related to it, the parties will amicably seek to reach an agreement within a period of thirty (30) calendar days, counted from the date on which any difference arises and the counterparty is notified in writing of such event, deducting the mediation process before conciliation and mediation in a justice center authorized for such purposes.

14.3.- In the event that the parties do not reach an agreement on the interpretation, execution or compliance with the Privacy Policies or any of the documents derived from it, or that are related to it, they agree in this act to submit all disagreements arising from these Privacy Policies or any of the documents derived therefrom, or that are related to it or to those, to be resolved definitively, submitting to the competence and laws of the Administrative Authorities or Courts of the City of San José, Costa Rica, expressly waiving any different jurisdiction that for reasons of their present or future domiciles may correspond to them.

I expressly consent to PLYCEM processing my Personal Data in accordance with the provisions of these Privacy Policies.