

PRIVACY NOTICE

A. Identity.

The data controller responsible for your information is Grupo Posadas, S.A.B. de CV and its affiliates and / or subsidiaries (collectively, as Posadas), 1015 Prolongación Paseo de la Reforma, 9th Floor, Col. Santa Fe de Cuajimalpa, Delegación Cuajimalpa, CP 05348, Mexico City, which you can contact online at: datos.personales@posadas.com

B. Personal Data

For the purposes laid out in this Privacy Policy, Posadas may collect personal information in several different ways: when you provide the information to Posadas directly, when you visit Posadas websites, when you use online services offered by Posadas, and when collected by Posadas through other means allowed by the law.

Personal data obtained by Posadas through these means includes:

For job applicants:

1. Identify Data: your names, address, home phone number, mobile and / or work phone number, marital status, signature, email, gender, age, date of birth, CURP, IMSS, RFC, applied studies, photograph.
2. Employment Information: career path, job, business name, functions and responsibilities, start and departure date.
3. Other Data: Personal references, socio-economic study, results of interviews and psychometric assessments, family environment.

For employees:

Those mentioned in the previous points and additionally the following:

1. Identification Data: Birth certificate, ID, Name, Date of Birth and Relationship of economic dependents.
2. Patrimonial Data: Banking Account, Income and Economic Benefits.
3. Sensitive data: Health status and fingerprint

C. Use of Sensitive Personal Data.

Sensitive personal data is that personal data which affect the person's most private sphere, or whose undue use may cause discrimination or pose a serious risk to said person. Specifically, sensitive data is that which may disclose aspects such as racial or ethnic origin, present and future health status, genetic information, religious, philosophical and moral beliefs, union membership, political opinions, sexual preferences. They will be used only for purposes of employment.

D. Use and Purpose of Personal Data

For job applicants:

1. The personal information provided to us will be used by Posadas to evaluate your professional and employment profile and abilities for possible employment as a collaborator.
2. When you authorize us, your personal information may also be transmitted to third parties in case they are interested in your professional profile and contact you.

For employees:

1. For your employment relationship and all employment benefits arising therefrom.
2. The pictures and recordings that we obtain will be used in order to assess the quality of service we provide.
3. At the end of employment relationship with Posadas their information will be used for compliance with applicable legal obligations.

E. Options to limit the Use or Disclosure of Personal Data

At any time you may request that your personal information not be used for purposes other than those purposes that are legally required for Posadas to provide you with a service. You must submit this request by email at datos.personales@posadas.com.

F. Rights of Data Owners

You are able to exercise your rights of access, rectification, cancellation and objection to the information you provided to Posadas, under Federal Law on Protection of Personal Data Held by Private Parties. You may do so by delivering the request on the following address: 1015 Prolongación Paseo de la Reforma, 9th Floor, Col. Santa Fe de Cuajimalpa, Delegación Cuajimalpa, CP 05348, Mexico City or by email at: datos.personales@posadas.com.

Any such requests must include at least the following items: (i) The data owner's name and address or other means to notify him of the response to this request; (ii) Documents establishing the identity or, where appropriate, legal representation of the data owner; (iii) A clear and precise description of the personal data with regard to which the data owner seeks to exercise any of the abovementioned rights; (iv) Any other item or document that facilitates locating the personal data. If the request is missing any of these requirements, the Department of Personal Data may respond within 5 days of your request and ask that you provide the required information or documents. In this event, you will have 10 days to submit the needed information or documents. If you do not respond with the missing items in that timeframe, no further action will be taken and no changes will be made to your personal data or their usage.

Posadas will notify the data owner, within a maximum of 20 days counted from the date of receipt of the request, of the determination made, so that, where appropriate, same will become effective within 15 days from the date on which the notice is provided.

G. Control and Security of Personal Data

Posadas agrees to take necessary precautions to protect the data it has collected, utilizing security technologies and procedures to restrict access, use, or disclosure of personal data without consent. For example, the personal data you provide will be stored on computer servers in secure data centers with restricted access.

However, no security system or data transmission devices over which Posadas does not retain absolute control or is dependent on the Internet can be guaranteed to be totally secure.

H. Electronic Media and Cookies

Our website <http://careers.posadas.com> does not collect any personal data through cookies or web beacons.

I. Use of personal image

Posadas may make recordings or take photographs of our employees for quality purposes in the service, so they will only be used in order to improve the service we provided.

J. Changes to this Privacy Notice

Posadas may update this privacy notice at any time. In the event that substantial changes are made to our notice, we will notify you via the websites www.posadas.com. We also recommend that you visit this statement periodically in order to be aware of any updates.

I agree and accept the terms of Privacy Notice, and otherwise I will get in contact with Posadas as indicated in the subsections E and F of this Privacy Notice.

Date of last revision: November 3, 2017