

PRIVACY POLICY

In compliance to the obligation of personal data protection and pursuant to the provisions of Article 3 (section I), Articles 8, 12, 15, 16, and those pertinent of the Federal Act on Protection of Personal Data Held by Private Companies or Individuals, Rafael Hernandez Davila (business name: Rafael Dávila Traductor) hereby makes this Privacy Policy available to you.

NAME AND ADDRESS OF INDIVIDUAL RESPONSIBLE FOR THE PROTECTION OF YOUR PERSONAL DATA

Rafael Hernández Dávila, business name: Rafael Dávila Traductor, located at Av Sendero de los Robles #4271 Int. 53 Altaterra Residencial 1 Zapopan Jalisco CP 45134, is responsible of the use and protection of your personal data.

PERSONAL DATA

For purposes described in this Privacy Policy, we may use the following personal information:

- a) Contact information;
- b) Identification data;
- c) Information describing or showing personal appearance;
- d) Biometric data;
- e) Billing data;
- f) Employment data;
- g) Education data;
- h) Property and/or financial information;
- i) Emails, Web-site addresses, social-network accounts and other contact details.

In addition to the aforementioned personal data, we may use:

- a) Health data;
- b) Information of sexual preferences and/or background;
- c) Information of religious, philosophical, or moral beliefs and ideologies;
- d) Information of political opinions;

- e) Personal data referring to union membership;
- f) Ethnicity.

COOKIES, WEB BEACONS AND SIMILAR TECHNOLOGIES

We make use of cookies, web beacons and/or similar technologies in order to improve your experience while browsing on our Web site. These tools collect information such as your IP address, browser type, web history, and length of your web visit. These information help us detect trends, manage our site, and improve our services. You may turn off said technologies on your browser configuration, however, this may affect the website functionality.

SECURITY MEASURES AND RETENTION PERIOD

We have taken technical, administrative, and physical safety measures in order to protect your personal data according to legal standards.

Personal data will be retained for a period of 12 months according to the purposes of this notice and any pertinent legal term.

PURPOSES OF PERSONAL DATA PROCESSING

We may make use of data collected for the following purposes, which may be essential for services requested:

- a) Contact, clarifications, and communication;
- b) Billing and charge of services;
- c) Delivery of products or services;
- d) Establishing a business relationship;
- e) Migration, legal, financial, and business proceedings.

We may also make use of your personal data for the following purposes, which may not be essential for services requested but allow us to offer you the best customer service:

a) Satisfaction surveys.

DATA TRANSFERS

We shall not share your personal data with any third parties unless according to legal requirements. Your personal data will be only used for the purposes set forth in this Privacy Policy.

RIGHT OF ACCESS, RECTIFICATION, CANCELLATION AND OPPOSITION TO DATA

You have the right to know what kind of personal information have been collected from you, including the use and conditions in which said information is treated (Right of Access). You also have the right to request any rectification of your personal data if said information is out of date, innacurate, or incomplete (Right of Rectification); your may also require the removal of your personal data from our databases or records if you consider that the use of said information does not comply with the principles and obligations established by the law (Right of Cancellation); you may also oppose to the treatment of your personal data for any specific purpose (Right of Opposition). These rights are referred to in Spanish as ARCO rights.

We provide the following contact details for any request related to ARCO rights:

Name: Rafael Hernández Dávila

Address: Av. Sendero de los Robles #4271 Int. 53, Altaterra Residencial 1, Zapopan, Jalisco, CP 45134

Telephone: 331 845 65 05

Email: davilatraductor@gmail.com

If you wish to exercise any ARCO rights or restrict the disclosure of your personal data you may send a written request to the following address:

Av. Sendero de los Robles #4271 Int. 53

Altaterra 1 Zapopan Jalisco

CP 45134

Your request will be answered by email upon 20 business days after reception.

OTHER MEDIA TO REQUEST RESTRICTION OF USE OR DISCLOSURE OF PERSONAL DATA

If you wish to revoke any consent granted for the treatment of your personal data or restrict their disclosure you may send the corresponding request to the following email:

davilatraductor@gmail.com

Your request will be answered by email upon 20 business days after reception.

PRIVACY POLICY AMENDMENTS

This Privacy Policy may be amended, adjusted or updated according to legal requirements, product or services needs, privacy practices, business-model changes, or any other cause; therefore, we hereby endeavor to keep you informed about any changes on this Privacy Policy. However, you may also request information about any changes at the following email:

davilatraductor@gmail.com

Latest Update: June 18, 2024.