



Information about ARCO rights

A. Information

Right to be informed in a detailed, simple, express, unequivocal manner and prior to its collection, about the purpose for which your personal data will be processed; who their recipients are or may be, the existence of the data bank in which they will be stored, as well as the identity and address of their owner and, if applicable, of the person in charge of processing their personal data ; the mandatory or optional nature of your responses to the proposed questionnaire, especially with the regard to sensitive data; the transfer of personal data; the consequences of providing personal data and your refusal to do it; the length of time for which your personal data; and the possibility of exercising the rights that the law grants you and the means provided for this.

B. Access

Right to obtain information about yourself that is subject to processing in public or private administration data banks, the way in which your data was collected, the reasons that motivated its collection and at the request of who the collection was carried out, as well as the transfers made or planned to be made from them.

C. Rectification (Updated, Inclusion)

Right of the owner of personal data to modify data proving to be partially or totally inaccurate, incomplete, errors or false.

D. Cancellation (Deletion)

Right to request the deletion or cancellation of your personal data from a personal data bank when they are no longer necessary or relevant for the purpose for which they were collected, when the period established for their processing has expired, when you have revoked your consent for treatment and in other cases in which they are not being treated in accordance with the Law and these regulations.

E. Opposition

Right to oppose the processing of your data, if you prove the existence of well-founded and legitimate reasons related to a specific personal situation that justify the exercise of this right, to appear in a data bank or to the processing of your personal data provided that a law does not provide otherwise.

F. Revocation

Right to revoke your consent for the processing of your personal data at any time, without prior justification and without retroactive. The owner of the personal data may deny or revoke his consent to the processing of his personal data for purposes additional to those that give rise to this authorized processing, without affecting the relationship that gives rise to the consent that he has granted or has not revoke.



Additional Information

1. The request will be attended to within the following deadlines, counting from the day following the date on which it was submitted:
 - Right for information: 8 business days.
 - Right of access: 20 business days.
 - Right to rectification, updated, cancellation, deletion and/or opposition: 10 business days.
 - Right of revocation: 5 business days.
2. If your request is observed, we will contact you within a period of five (5) business days with observations, which you may correct within a period of (5) business days. Once the deadline has expired, your application will no longer be considered.
3. If the information you provide in this request is insufficient or erroneous in a way that does not allow our attention, we will ask for additional information within a period of seven (7) business days. You will have ten (10) business days to present the information. Once this period has expired, your application will no longer be considered.

Signature of the Owner or Legal Representative