



ODATA

An Aligned Data Centers Company

POLÍTICA DE PRIVACIDADE EXTERNA ODATA /
ODATA EXTERNAL PRIVACY POLICY

UNIDADE: TODAS AS UNIDADES/
TODAS LAS UNIDADES/ ALL UNITS
LOCAL: TODAS AS LOCALIDADES/
TODAS LAS LOCALIDADES/ ALL
LOCATIONS

odatacolocation.com

PRIVACY POLICY

Established on June 24, 2021, with subsequent amendments.

ODATA Group, composed of ODATA BRASIL S.A., ODATA SP 01 S.A., ODATA TELECOMUNICAÇÕES Ltda., ODATA CHILE S.A., ODATA COLOCATION MEXICO S.A. de C.V., as well as by any other company of the ODATA Group that may be subsequently incorporated¹ ("ODATA" or "we") is committed to the awareness of all partners, representatives, administrators, associates or any natural persons linked to companies with whom ODATA has a relationship or intends to have a relationship (such as clients, partners, suppliers, consultants, service providers and subcontractors in general) ("Third Parties" or "you") regarding the information collected, used, stored or otherwise handled in the context of your relationship with ODATA. Therefore, we present our privacy policy ("Privacy Policy"), which aims to provide clear and precise information to Third Parties about the processing of Personal Data performed by ODATA.

The scope of this Privacy Policy is to provide information about the processing of personal data, which are data related to an identified or identifiable individual ("Personal Data"). In other words, data related to legal entities, such as corporate name and CNPJ/RUT/RFC number (and/or any registration number with public agencies or public administration entities), are not within the scope of this document.

1. WHICH PERSONAL DATA ARE PROCESSED?

The Personal Data processed will depend on the relationship between ODATA and the Third Party, as well as the purpose for which such Personal Data will be collected. In certain circumstances, ODATA will process only the name and email of the Third Party to make a commercial contact. In other cases, ODATA may process a larger amount of information, for example, to allow the Third Party to enter your location or to prove powers of attorney for a company.

In general, within the limits allowed by applicable law, ODATA may process the Personal Data described below.

- **Registration Data:** Name, marital status, full address, profession, date of birth and number of RG/CPF/CNH/passport/RNE/Identity Card/INE/CURP;
- **Contact and Professional Information:** Email address, contact phone number, company with which the Third Party is affiliated;

¹ ODATA COLOMBIA S.A.S. is a company belonging to the ODATA Group, however, regarding the personal data protection, its specific Privacy Policy shall be observed.



- **Your device information:** Under specific circumstances (for example, if you digitally sign a contract with ODATA), ODATA may collect your IP address and location at the time of signing;
- **Other information.** ODATA may collect your photo and vehicle data if you visit one of ODATA's locations. Depending on the security level of the location you will visit, ODATA may also collect your biometrics for the purpose of authenticating your identity at the time of access.

In addition to the Personal Data listed above, if you are allocated at one of the locations of ODATA to provide services as an outsourcer, ODATA may receive proof of compliance with labor legislation by your employer, including proof of FGTS collection or salaries, proof of collection or registration of social security contribution or proof of compliance with labor and social security obligations, vacation receipt, or their respective equivalents in each country where ODATA operates, among others. These data and documents shall only be collected in this restricted case and processed for this exclusive purpose.

Finally, ODATA may process publicly available data to contact you, such as data available in your professional profile on LinkedIn.

2. FOR WHAT PURPOSES DO WE COLLECT AND PROCESS YOUR PERSONAL DATA?

We use Personal Data for the purposes listed in this Section 2, always as permitted by applicable law.

- Allowing access to locations maintained by ODATA, including data centers, and management of visitors;
- Negotiating and formalizing contracts with business partners, companies that provide services to ODATA or customers, which includes making business contacts and verifying the powers of attorney of the Third Party that shall sign on behalf of such legal entity;
- Business prospecting actions, including, but not limited to, sending *newsletters*, receiving referrals of companies that would be interested in the services provided by ODATA, and making contact with the Third Party representing such company to present ODATA;
- Organization and realization of meetings and events;
- Management and post-sales assistance to assist in the client's relationship with ODATA;
- Financial management;
- Performing a satisfaction survey;
- Periodic audit performed by external or internal auditors;
- Compliance with legal or regulatory obligations;
- Regular exercise of rights in legal, administrative or arbitration proceedings.



3. WITH WHOM DO WE SHARE YOUR PERSONAL DATA?

ODATA may share your Personal Data with service providers or other business partners, which are relevant for the purpose of managing the relationship with Third Parties. Such sharing occurs based on the following criteria and for the purposes described below.

- Parent companies. ODATA may share your Personal Data with the parent companies of the ODATA Group for monitoring and management purposes.
- Service providers. We may share your Personal Data with service providers contracted by ODATA, such as technology providers that provide ODATA's systems.
- External Auditor. ODATA auditors may have access to Third Party Personal Data for the purpose of conducting the audit, as authorized by applicable law and only for that purpose.
- Business partners or companies in the same economic group. ODATA may share the Third Party's identification and contact information with companies in the same group or other partners for the purpose of generating business (for example, when the Third Party wishes to contract *data center* services outside of the country and ODATA has a company in such location).
- Regulatory bodies, judicial or administrative authorities. We may share your personal information to provide the appropriate authorities with any information they request from you, as necessary, or when we need to comply with an obligation under applicable law or regulation. In addition, we may share your Personal Data with public authorities or private parties to combat fraud, to investigate suspected violations of law, or to combat any other suspected violation of our policies and contracts.
- With your consent. In other cases not foreseen above, and if no other legal basis under applicable law can be applied for the purpose of sharing Personal Data and information, we will send you a notice with information about such sharing in order to request your consent to the purpose.

4. TRANSFERS OF YOUR PERSONAL DATA OUTSIDE BRAZIL/CHILE/MEXICO

ODATA may transfer some of your Personal Data to service providers located abroad, including cloud service providers. In addition, ODATA may share Third Party Personal Data with the other companies of its economic group located in a different country, in specific situations of managing the relationship with the other entities and with the Third Party (for example, if the company located outside of Brazil is to provide a service to the Third Party).



When your Personal Data is transferred outside the country of origin by ODATA, ODATA shall adopt appropriate measures to ensure the adequate protection of your Personal Data in compliance with the requirements of applicable data protection legislation, including by entering into appropriate data transfer agreements with third parties of your Personal Data when required.

5. HOW LONG WILL WE RETAIN YOUR PERSONAL DATA?

We will store and retain your data: **(i)** for as long as required by law; **(ii)** until termination of the processing of Personal Data as mentioned below; or **(iii)** for as long as necessary to preserve ODATA's interest, as the case may be. Thus, we will process your data, for example, during applicable statute of limitations periods or as long as necessary to comply with legal or regulatory obligation.

Termination of the processing of Personal Data will occur in the following cases:

- When the purpose for which the Third Party's Personal Data was collected is achieved and/or the Personal Data collected is no longer necessary or relevant to the achievement of such purpose;
- When the Third Party is within its rights to request the termination of the processing and the deletion of its Personal Data and does so;
- Where there is a legal requirement to do so; and
- In the specific case of Personal Data originating from Chile:
 - When there is a court ruling in this regard; and
 - When the Personal Data is outdated by law, by reason of the fulfillment of the condition or the expiration of the term indicated for its validity or, in the absence of an express rule, by reason of a change in the facts or circumstances stated.

In these cases of termination of processing of the Third Party's Personal Data, except in the cases established by applicable law or by this Privacy Policy, the Personal Data will be deleted.

Please contact the Data Protection Officer at lqpd@odata.com.br for cases of updating and/or correcting any errors in the Personal Data that ODATA processes about you.

6. YOUR RIGHTS IN RELATION TO THE PERSONAL DATA WE PROCESS ABOUT YOU

You have a number of rights with respect to your Personal Data. Such rights include, but are not limited to:

- Receive clear and complete information about the processing of your Personal Data, including further details about the chances of sharing your Personal Data with Third Parties;
- Request access to your Personal Data and/or confirmation of the existence of processing of Personal Data by ODATA;
- Request that we rectify any inaccurate, incomplete and outdated Personal Data;
- Object to the processing activities, request anonymization and deletion of Personal Data, under specific circumstances;
- Request the portability of your Personal Data;
- Revoke consent at any time, when ODATA exceptionally processes your Personal Data based on consent.

There are legal circumstances that may not authorize the exercise of some rights provided for above, or when the provision of the information may reveal some ODATA business secret.

You may exercise such rights by contacting the Handler at lgpd@odata.com.br.

7. PERSONAL DATA PROTECTION

ODATA uses appropriate technical and organizational measures to protect your Personal Data against unauthorized or unlawful processing and against accidental loss, destruction or damage. Your Personal Data is stored securely on protected equipment. Only a limited number of people will have access to such equipment, and only individuals with legitimate reasons will have access to your Personal Data.

8. CHANGES TO THIS PRIVACY POLICY

ODATA reserves the right to change this Privacy Policy at any time, by posting the updated version on its website.

9. IDENTIFICATION OF CONTROLLER AND HANDLER

ODATA BRASIL S.A., joint stock company, registered in the CNPJ/ME under No. 28.165.685/0001-45, headquartered at Rua Joaquim Floriano, No. 913, 4th floor - Itaim Bibi, São Paulo/SP, ODATA SP 01 S.A., a corporation, enrolled in the CNPJ/MF under No. 17.547.424/0001-73, with



headquarters at Estrada dos Romeiros, No. 943 - Votuparim, Santana do Parnaíba/SP, ODATA CHILE S.A., tax number 77.128.355-1, Avenida Apoquindo, No. 3472 - Piso 09 - 901B Las Condes, Santiago, Chile, and ODATA COLOCATION MEXICO S.A. de C.V., RFC: OCM200318F46, Periférico Sur 4338 Planta Baja Interior 27, Jardines del Pedregal de San Angel, Del. Coyoacán, Mexico, CDMX 04500, are the controller of the Personal Data processed under this Privacy Policy. For the purposes of the applicable legislation, a controller is the party responsible for making decisions concerning the processing of Personal Data.

Mr. Rodrigo Rapussi is the controller for the processing of Personal Data of ODATA ("Handler"). Questions about this policy may be directed to the email lgpd@odata.com.br.

