

## Corporate Policy for Data Protection personal

**Revised:** General Secretary **Approved:** Presidency

SGC-MAN-001

Edition Nº 01

Date: February 2020

Page 1 of 1

## CORPORATE POLICY FOR THE PROCESSING OF PERSONAL DATA GRUPO EMPRESARIAL MINEROS SA

The Mineros business group is oriented to implement adequate standards in relation to the protection of personal data in each of the jurisdictions where it operates, for this purpose establishes this corporate policy in which the principles and guidelines for organizations that are part of the group are indicated, in order to perform the proper processing of personal data and ensure the protection of the rights of the owners of the information.

This policy corresponds to the practice of our corporate principles, set out in the Group's Code of Ethics, which is mandatory in each jurisdiction. The group shall designate, in accordance with the size and obligations of each of the controlled entities, a person in charge or whoever takes his place, in charge of ensuring compliance with these provisions.

Our policies and procedures are based on compliance with the legal framework of each of the countries in which we operate, aiming for the protection of the information that has been provided by the owners.

All capture, collection, use, processing and storage of personal data carried out by the organizations of the Mineros S.A. group, in the development of their activities, must meet the purposes set forth in the Personal Data Management Manual of each jurisdiction, as well as good corporate practices; in all cases the obtaining of the authorization of personal data will be carried out with the observance of the law in each country.

Mineros S.A., as controlling company, establishes policies that guarantee the fulfillment of our legal duties and corporate principles, as well as the commitment to protect the rights of the owners of the data in the companies that are part of the business group.

Our entity will ensure to promote the culture of data protection within the organization, to conduct training and procedures for the awareness of officials on data protection policies, in the same way, will promote continuous reviews of the controls that integrate compliance with these policies.

As a guarantee of compliance with the rights of the holders of personal data, they may make communications, inquiries and / or complaints in accordance with the terms included in the law and accepted by the Manual of each country.

This Policy for the Treatment of Personal Data is effective as of the date of its publication on the website and in the company's internal media.

**ANDRÉS RESTREPO ISAZA** 

Legal Representative

MINEROS S.A.