

PRIVACY NOTICE

National Association of Universities and Higher Education Institutions of the Mexican Republic, A.C., also known as ANUIES of the R.M., A.C., located in Tenayuca 200, Santa Cruz Atoyac, Mexico City, Delegation Benito Juarez, C.P. 03310, in the entity Mexico City, country Mexico, and webpage www.anuies.mx, is the responsible of use and protection of your personal data. About it we inform you the following:

What is the final purpose of my personal data?

The personal data we obtain from you will be used to the following aims, that are necessary for the service you request;

- Fulfill the obligation of payments
- Creation of files
- Creation of data bases of services providers
- Comply with tax obligations
- Payment of benefits, wages and benefits bonuses, reimbursements, pensions, insurance and others
- Insurance contracting
- Verify personal and work references
- Checking Federal Resources
- Obligations of information before supervisory bodies
- Publications

What personal data do we use for these aims?

To carry out the purposes described in this privacy notice, we will use the following personal information:

- First name
- Civil status
- Federal Taxpayer Registration (RFC)
- Single Population Register Key (CURP)
- Place of birth
- Birthdate
- Nationality
- Adresse
- Personal phone
- Cell phone
- Email
- Signature
- Age
- Photography
- Position or position held
- Working address
- Institutional email
- Institutional telephone
- Work references
- Information generated during recruitment, selection and hiring processes
- Educational background
- Titles
- Professional ID
- Certificates
- Diplomas
- Tax information

With whom we share your personal information and what for?

We inform you that your personal data can be shared inside and outside the country with the following persons, companies, organizations or authorities other than us, for the following purposes: With regard to transfers that require your consent, we make available the following mechanism so that if applicable you grant us consent. We remind you that if after reading this privacy notice you do not give us your consent, such transfers can not be made:

Recipient of the Personal Data	Objective	Requires Consent
Secrearia de Hacienda y Credito Publico	Comply with informative statements	No
Secretaria de Relaciones Exteriores	Substantiation of proyect's resources	No

Secretaria de Educacion Publica	Substantiation of federal resources	No
Instituto Mexicano del Seguro Social	Comply with payment obligations	No
Instituciones de Seguros y Bancos	Benefits to workers	No

How can you access, rectify or cancel your personal data, or oppose its use?

You have the right to know what personal information we have about you, what we use and the conditions of use we give to your data (Access). Also, it is your right to request the correction of your personal information in case it is outdated, inaccurate or incomplete (rectification); That we remove it from our records or databases when you consider that it is not being used properly (Cancellation); As well as oppose to the use of your personal data for specific purposes (Opposition). These rights are known as ARCO rights.

For the exercise of any of the ARCO rights, you must submit the respective application through the following means:

INTERNET

To know the procedure and requirements for the exercise of ARCO rights, we offer you the following means:

INTERNET

The contact details of the person or department of personal data use, which is in charge of processing applications for ARCO rights, are the following:

a) Name of the person or department of personal data: GENERAL DIRECTION OF ADMINISTRATION b) Address: TENAYUCA No. 200, SANTA CRUZ ATOYAC, MEXICO CITY, municipality or delegation BENITO JUAREZ, c.p. 03310, in the entity of DISTRITO FEDERAL, country MEXICO c) E-mail: recursoshumanos@anuies.mx d) Telephone number: (55) 54204906 other contact information: (55) 54204963

You can revoke your consent for the use of your personal data

You can revoke the consent that, in the case, you have granted us for the processing of your personal data. However, it is important to keep in mind that in all cases we will not be able to attend to your request or conclude the use immediately, as it is possible that for some legal obligation we require to continue processing your personal data. You also have to consider that for certain purposes, the revocation of your consent will mean that we can not continue to provide the service you requested, or the conclusion of your relationship with us.

To revoke your consent, you must submit your request through the following means:

INTERNET

To know the procedure and requirements for the revocation of consent, we offer you the following means:

THROUGH THE INSTITUTIONAL PAGE

How can you limit the use or disclosure of your personal information?

In order for you to limit the use and disclosure of your personal information, we offer you the following means:

INTERNET

How can you find out about the changes in this privacy notice?

This privacy notice may be subject to modifications, changes or updates arising from new legal requirements; due to our own needs for the products or services we offer; our privacy practices; Changes in our business model, or other causes.

We are committed to keep you informed of any changes that may occur to this privacy notice, through:

INTERNET.

The procedure through which notifications about changes or updates to this privacy notice will be published is as follows:

THROUGH THE INSTITUTIONAL PAGE

Your consent for the treatment of your personal data

I consent my personal data to be managed according to the terms and conditions informed in this privacy notice. []

Name and signature: _____

Latest update: 08/01/2014