



INDEX	
Basic information on data protection	1
Additional information on data protection for all interested parties	2
Additional information on data protection for our clients and potential clients	3
Additional information on data protection for our suppliers	5
Additional information on data protection for candidates for job offers	6
Additional information on data protection for our employees	7

BASIC INFORMATION ON DATA PROTECTION	
Responsible	PROYECTOS Y REHABILITACIONES KALAM, S.A.
Purpose	The data you provide will be used for the following purposes: <ul style="list-style-type: none">• Website management Contacts and clients and services offered via the web.• To provide information on products and services.• Referral of commercial communications.
Legitimation	Consent of the interested party.
Recipients	The data provided is not shared with third parties.
Rights	You may exercise the following rights: <ul style="list-style-type: none">• Access• Rectification• Suppression• Limitation of treatment• Portability• You may also exercise other rights as detailed in the additional information on personal data protection.



ADDITIONAL INFORMATION ON DATA PROTECTION FOR ALL INTERESTED PARTIES

Who is responsible for the handling of your personal data?

PROYECTOS Y REHABILITACIONES KALAM, S.A. (hereinafter, KALAM), with CIF A-78518255, and address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

What are your rights when you provide us with your information?

Interested parties have the right to access their personal data, as well as to request the rectification of inaccurate or incorrect data, or, where appropriate, to request its deletion when, among other reasons, the data is no longer necessary for the purposes for which it was provided.

For reasons related to their particular situation, interested parties may request the limitation of the handling of their data, in which case we will only maintain the data for the processing or defence of any claims. Likewise, interested parties may oppose the processing of their data, in which case, KALAM will stop processing the information, unless necessary for compelling legitimate reasons, or for the exercise or defence of possible claims.

Interested parties may also request their right to the portability of their personal data in a structured, commonly used and mechanical reading format, to be sent to another data controller without being prevented by the person responsible to whom said data were provided.

These requests may be directed to **PROYECTOS Y REHABILITACIONES KALAM, S.A.**, with address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

How have we obtained your personal data?

The interested party provides the personal data used by KALAM themselves.

In the same manner that you have given us your consent to process your personal data, you may revoke your consent at any time.

You also have the right to file a claim with a control authority, such as the Spanish Agency for Data Protection, for the unlawful treatment in regard to your personal data.



ADDITIONAL INFORMATION ON DATA PROTECTION FOR OUR CLIENTS AND POTENTIAL CLIENTS

Who is responsible for the handling of your personal data?

PROYECTOS Y REHABILITACIONES KALAM, S.A. (hereinafter, KALAM), with CIF A-78518255, and address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

Why do we care about the protection of your personal data?

KALAM would like to take this opportunity to thank you for your interest in the services we offer.

At KALAM, we believe that the privacy of the personal data of our clients and others interested in our services is fundamental and very important. Therefore, our commitment is that data protection and information security are a remarkable aspect that helps us to provide even more attention to our clients and improve the quality of our services.

For our company, it is vital to offer the highest quality care. Therefore, our clients' trust is very important to us, as is any information provided by those interested in our services.

To achieve a greater degree of satisfaction and to reward the trust given to us, KALAM has implemented a data protection management system to provide and even increase guarantees in compliance with current legislation in this area. It is also a system in which we are continuously striving to improve.

We inform you that the data you provide, or have provided us at the beginning of our business relationship, must be accurate, true and complete, and must be continuously updated. If there is any change, it is the obligation of the interested party to communicate said change to KALAM. In the event that the data necessary for the provision of the service is not provided, KALAM will not be able to provide said service. Likewise, you must be aware that clients and/or interested parties will be solely responsible for any damage or loss, directly or indirectly, that could be caused to KALAM, or any third party, as a result of you providing any false or inaccurate information.

What data do we use?

We use the following categories of data:

- o Identification data.
- o Postal or electronic addresses.
- o Commercial information.
- o Bank account data.

For what purpose will the personal data provided be used?

KALAM uses the information you provide in order to manage and provide the services for which you have hired KALAM, as well as to comply with the legal obligations arising from the signing and execution of the contract for the provision of services.

For how long will KALAM keep your personal information?

The personal data provided will be kept throughout the term and permanence of the business relationship maintained with KALAM, and as long as its deletion is not requested. The preservation period of the information will be a maximum of 5 years after the end of the commercial relationship, provided that its deletion is not requested by the interested party prior to the end of said period, however, in any case, without prejudice to the terms legally established by the different laws and regulations that may be applicable within the Spanish legal system.

What is the basis that legitimizes us to handle your personal data?

KALAM's use of your personal data is based on your consent, embodied in the signing of the contract for the provision of services and, therefore, the legitimacy of the use is based on implicit consent provided in the contract for the



provision of services you maintain as a client of KALAM, as well as the fulfilment of the legal obligations that derive from said contract. This treatment will be absolutely necessary to be able to enjoy the services offered and contracted with KALAM.

Therefore, the legal basis for the use of your personal data lies in the proper execution of the services provided by KALAM.

In the case of potential clients or interested parties who request information about the services provided by KALAM, the legal basis of the legitimacy resides in the consent granted by the interested party who voluntarily and actively requests said information and provides their contact information so that KALAM may contact the interested party and thus respond to their request for information.

To whom will my data be given?

KALAM will not provide your data to third parties without your express consent. You provide your express consent for your information to be provided to governments or public agencies, by legal obligation, or if you request them in the exercise of your powers.



ADDITIONAL INFORMATION ON DATA PROTECTION FOR OUR SUPPLIERS

Who is responsible for the handling of your personal data?

PROYECTOS Y REHABILITACIONES KALAM, S.A. (hereinafter, KALAM), with CIF A-78518255, and address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

Why do we care about the protection of your personal data?

KALAM would like to take this opportunity to thank you for your interest in becoming one of our service providers. For KALAM, the privacy of the personal data of its suppliers and all those who participate in the day-to-day activity of the company is essential in maintaining a good working environment and the proper management of the company. Our commitment is that data protection and information security are a remarkable aspect that helps us to further improve our relationships with our suppliers.

For our company, it is vital to offer the highest quality services, and therefore, the work of our suppliers is very important. It is very important that this work is carried out in optimal conditions; therefore, the protection of personal data plays a very important role in achieving our goals. To achieve a greater degree of satisfaction and trust, KALAM has implemented a data protection management system that provides and even increases the guarantees in compliance with the current legislation in this area. It is also a system in which we are continuously striving to improve.

What data do we use?

We use the following categories of data:

- Identification data.
- Postal or electronic addresses.
- Telephone contact information.
- Commercial information.
- Bank account data.

For what purpose will the personal data provided through this contract be used?

KALAM uses the information you provide to manage the contracting, fiscal and accounting management processes of our company.

For how long will KALAM keep your personal information?

The personal data provided will be kept throughout the term and permanence of the business relationship maintained with KALAM, and as long as its deletion is not requested. The preservation period of the information will be a maximum of 5 years after the end of the commercial relationship, provided that its deletion is not requested by the interested party prior to the end of said period, however, in any case, without prejudice to the terms legally established by the different laws and regulations that may be applicable within the Spanish legal system.

What is the basis that legitimizes us to handle your personal data?

KALAM's use of your personal data is based on the existence of a contractual relationship and compliance with the legal obligations derived from it.

To whom will we provide your personal data?

KALAM will only provide the data to third parties when a public interest is involved or when said provision is required to comply with KALAM's legal obligations. Data will only be provided to:

- Governments and public agencies.
- Social Security and the Treasury.



ADDITIONAL INFORMATION ON DATA PROTECTION FOR CANDIDATES FOR JOB OFFERS

Who is responsible for the handling of your personal data?

PROYECTOS Y REHABILITACIONES KALAM, S.A. (hereinafter, KALAM), with CIF A-78518255, and address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

Why do we care about the protection of your personal data?

KALAM would like to take this opportunity to thank you for your interest in participating in our selection processes in order to become part of the KALAM team of professionals. At KALAM, we believe that the privacy of a candidate's personal data is fundamental and very important and, therefore, we are committed to ensuring that data protection and information security are a remarkable aspect that helps us to continuously improve the services provided to our customers.

At KALAM, we believe it is vital to offer the highest quality care and, therefore, the trust placed in us by our job candidates is very important.

To achieve a greater degree of satisfaction and trust, KALAM has implemented a data protection management system that provides and even increases the guarantees in compliance with the current legislation in this area. It is also a system in which we are continuously striving to improve.

What data do we use?

We use the following categories of data:

- o Identification data
- o Postal or electronic addresses
- o Telephone contacts
- o CV

For what purpose will the personal data provided be used?

KALAM uses the information you have provided to manage the personnel selection processes carried out by our company.

For how long will KALAM keep your personal information?

The data provided will be kept for a period of one year, so long as its deletion is not requested.

What is the basis that legitimizes us to handle your personal data?

KALAM's use of your personal data is based on your consent. In the case of the use of your personal data in order to participate in the KALAM personnel selection processes, your consent will be essential. Consent is manifested through the voluntary or active delivery or delivery of the curriculum vitae and constitutes the legal basis for the processing of your personal data.

To whom will we provide your personal data?

KALAM will not transfer the information you have provided to third parties without your express consent. You give us your express consent to provide your information to:

- Governments and public agencies.



ADDITIONAL INFORMATION ON DATA PROTECTION FOR OUR EMPLOYEES

Who is responsible for the handling of your personal data?

PROYECTOS Y REHABILITACIONES KALAM, S.A. (hereinafter, KALAM), with CIF A-78518255, and address at Calle Antonio Casero, 6 (28007) Madrid, with contact email address: kalam@kalam.es

Why do we care about the protection of your personal data?

KALAM would like to take this opportunity to thank you for your dedication and to thank you for being part of our team of professionals. At KALAM, we believe that the privacy of our employee's personal data is essential to maintain an optimal working environment and, therefore, we are committed to ensuring that data protection and information security are a remarkable aspect that helps us to continuously improve our relationship with our employees.

For our company, it is vital to offer the highest quality services. Therefore, the work completed by our employees is very important and it is essential that this work is carried out in the best conditions possible. In this work environment, the protection of personal data is very important. To achieve a greater degree of satisfaction and trust, KALAM has implemented a data protection management system that provides and even increases the guarantees in compliance with the current legislation in this area. It is also a system in which we are continuously striving to improve.

What data do we use?

We use the following categories of data:

- o Identification data.
- o Postal and electronic addresses and telephone contact numbers.
- o Bank account data.
- o Salary documentation and information.
- o CV.
- o Documentation necessary to comply with Tax and Social Security obligations.

For what purpose will the personal data provided be used?

KALAM uses the information provided by its employees in order to manage the people that make up the organization and human resources. This includes the management of payroll and social and labour obligations, the management of training, the management of occupational risk prevention and labour control and staff performance. The data will also be used to manage participation in the selection and/or internal promotion processes, as well as in the management and development of talent.

For how long will KALAM keep your personal information?

The personal data provided will be kept throughout the term and permanence of the employment relationship between the employee and KALAM, and as long as its deletion is not requested. The period of preservation will be a maximum of 10 years after the legally determined data for compliance with the regulations has expired and provided that the deletion of the data is not requested prior to said period, however, in any case, without prejudice to the terms legally established by the different laws and regulations that may be applicable within the framework of the Spanish legal system.

What is the basis that legitimizes us to handle your personal data?

KALAM's use of your personal data is based on the existence of a contractual relationship, compliance with legal obligations, the existence of the public interest and even a legitimate interest in the case of labour control management.



To whom will we provide your personal data?

KALAM will only provide the data to third parties when there is a public interest or when such provision is necessary to comply with KALAM's legal obligations. The initially planned data transfers are to:

- Governments and Public Agencies.
- Social Security and the Treasury.
- Occupational Risk Insurance Agencies.
- External Occupational Risk Prevention Service.
- Individuals or corporations who provide training for the company.
- Entities as determined by the Law of Subcontracting (Contractors and Subcontractors).
- Insurance companies.