# PRIVACY AND PERSONAL DATA PROTECTION POLICY

**ZAGOPE – Construções e Engenharia S.A.** (ZAGOPE) undertakes as its precept to be aligned with principles that strengthen transparency and ethics, acting responsibly in the markets where it operates and in the relationships it establishes, complying with the applicable legal requirements, including the protection of privacy and of personal data.

Within its commercial activity, ZAGOPE collects only the personal data that are strictly required to the purposes for which they are processed, namely, contractual management and pre-contractual proceedings, recruitment processes management, Compliance management, traineeship management and management of participation in public tenders.

As responsible entity for data processing, ZAGOPE processes personal data legitimately, confidentially and strictly within the specific purpose they have been collected, implementing to that end measures that ensure the confidentiality, integrity and availability of the data.

Under the personal data applicable legislation, data subjects are entitled to access, rectify, eliminate and limit data processing, data portability, oppose to processing and are also entitled to submit claims to the control authority. The data subject also has the right to remove his/her consent at any moment, if this is the legitimacy conditions to data processing.

If you want to exercise any of the aforementioned rights, or clarify issues related to the way ZAGOPE processes the personal data it is responsible for, you can do by letter or e-mail to the following contacts:
ZAGOPE – Construções e Engenharia, S.A.
Lagoas Park, Edifício 6, Piso 1
2740-244 Porto Salvo
Email: compliance@zagope.pt

ZAGOPE is part of Group Andrade Gutierrez, therefore, your personal data may be communicated to other Group companies, which may involve data transfer to outside the European Union. ZAGOPE may also communicate your personal data to third parties for compliance with legal obligations, as well as to other entities considered necessary for the execution of the above-identified purposes, namely computer service providers and documentary file companies.

ZAGOPE ensures the implementation and maintenance of technical and organizational measures to ensure an appropriate security level against destruction, loss, disclosure or unauthorized access to processed and filed personal data.

Personal data are filed for the time strictly required for the purposes they are processed, observing the applicable legal and regulatory obligations.

Legislation regarding the protection of personal data is subject to updates; therefore, our Privacy Policy may be revised. We, therefore, recommend that users check it regularly.