

INFORMATION NOTICE
**USE OF COOKIES FOR
GRUPO ENERGÍA BOGOTÁ S.A. E.S.P.
WEBSITE**
**INFORMATION NOTICE ON THE USAGE OF COOKIES OF GRUPO
ENERGÍA BOGOTÁ S.A. E.S.P.'s WEBSITE**

The purpose of this informative notice is to inform users about the procedures that are carried out for the collection, through cookies, logs or other monitoring technologies, of the information provided when visiting the website <https://www.grupoenergiabogota.com> (hereinafter, the "Site") of Grupo Energía Bogotá S.A. ESP (hereinafter "Responsible for Treatment" or "GEB"). By accepting cookies, you will be consenting to the use of cookies under the conditions established in this informative cookie notice. This notice may be updated by the Data Controller at any time, so we invite you to review it regularly and be aware of any changes or updates.

1. Data Controller:

Grupo Energía Bogotá S.A. ESP holds the status of Controller or Responsible for Treatment as stipulated by Law 1581 of 2012, given the above, it will process the personal data obtained through "cookies" in accordance with the current provisions established in the Colombian regulations on Protection of Personal Data - Law 1581 of 2012- and its Personal Data Treatment Policy which can be consulted at <https://www.grupoenergiabogota.com/en/geb-group/ethics-and-compliance-program/data-protection>

2. Definition of Cookies

Cookies are files that collect information through a web page about the browsing habits of a user or their computer or other technological devices, these files are sent to the browsing device used where they are stored before retransmitting them to the same sites on the next visit carried out by the same user.

Cookies make it possible to identify the device on which they have been stored during their entire period of validity or registration. During your visits to the Site, the information related to the browsing data that is received from the user's device may be stored through "cookies" that are installed on the device.

Cookies perform various functions and allow browsing the Site efficiently, remembering user preferences and improving the browsing experience. They can also help to personalize the advertisements that are displayed during navigation and the marketing activities directed to the user, ensuring that they are carried out in a way that is consistent with their interests and preferences.

Cookie settings can be changed at any time. More information about the cookies used by the Site, and how to manage your settings, is provided below.

3. Purpose and Types of Cookies Used

When connecting to the Site through a browser, cookies can be installed on the user's device in order to recognize the device used, ensure the use of the Site during the validity period of cookies and collect information about access to the Site. While browsing a Site, users may also receive cookies on their device that are sent from different sites or servers (also called "third parties"), which contain certain elements (such as, for example, images, maps, sounds, specific links to pages on other domains) present on the Site. In this regard, there may be:

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- **First-party cookies:** sent directly from the Data Controller to the user's device.
- **Third-party cookies:** from a third party that has an agreement, alliance, agreement or the provision of a service to the Data Controller.

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Type of Cookie	Collected information	Purpose
Session	Session information	They are temporary and disappear when the session ends. They help analyze traffic patterns on the web to adapt our services to them.
Technical and functional	A user identifier per session and the necessary parameters to navigate.	They are strictly necessary to navigate the Site and use its different options or services.
Analysis	Device type, browser used, origin of web access, browsing activity and search terms used.	They are used to analyze the browsing habits of users, with the aim of optimizing the functionality as well as the technical and operational maintenance of the Site and guaranteeing the best possible service.

Depending on the purposes of cookies, they can be distinguished as:

- **Required Cookies:** These cookies are necessary to enable the basic functions of the Site to function, such as offering secure access and browsing.
- **Functional Cookies:** These cookies allow us to analyze the way in which you use this site in order to evaluate and improve our performance. They may also be used to provide you with a better customer experience on the Site.
- **Advertising Cookies:** The Site may contain these cookies that are used to show you advertisements that are more relevant to you.
- **Social Networking Plug-ins:** The Site may contain social networking plug-ins (eg, Facebook, Twitter, YouTube, LinkedIn, etc.). When accessing a page of the Site that contains a similar plug-in, the Internet browser connects directly to the servers of the social networks and the plug-in is displayed on the screen. Even if the user is not registered with these social networks, the Site with active social network plug-ins or social plug-ins can or may send data to the networks. Each access to the Site will set a cookie with a code through an active plug-in or add-on. Taking into account that the user's browser, at each connection to a network server, sends this cookie without a request, the network could create a profile that remembers the websites that the user has visited. In this case, it is possible to link the coding to a person, for example, when the user connects to the social network.
- **Analytical Cookies:** the Site may use analytical cookies in order to analyze the number of users and the modalities of use of the Site. This information is collected in a grouped way. In this case, they are comparable to

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technical cookies, while their use is allowed with the combination of others (for example, analytical cookies from a Third Party that combine them with other treatments).

4. Acceptance of the Use of Cookies:

At the beginning of the navigation on the site, the corresponding authorization of the user will be requested by GEB for to use cookies in accordance with this notice and until the purposes indicated herein are fulfilled. GEB may modify this notice when it deems it necessary and at the time the corresponding authorization will be requested again for GEB to use cookies in accordance with the new conditions. Browsing will require the use of the cookies listed in this notice.

5. Cookie management through browser settings

The most popular browsers have configuration options and security features that allow you to prevent the installation of cookies and/or other browsing data collection systems on your device. You can set your browser to reject cookies, but this could block certain features or limit access to some content on our website.

Below, we indicate the different modalities that the main browsers offer to allow the user to express their own options regarding the use of cookies:

- Internet Explorer: <https://support.microsoft.com/es-es/help/17442/windows-internet-explorer-delete-manage-cookies#ie=ie-11>
- Chrome: <https://support.google.com/chrome/answer/95647?hl=es>
- Firefox: <https://support.mozilla.org/es/kb/cookies-informacion-que-los-sitios-web-guardan-en>
- Safari: <https://support.apple.com/es-es/HT201265>

If a mobile device is used, it is necessary to look at the instruction manual for the section dedicated to the management of cookies.

6. Conditions for the use of Cookies

These conditions only apply to the Cookies used by the Data Collector, since advertisers and partners may have their own Cookies that are not controlled by the Data Collector.

Google Analytics cookies can be rejected according to the procedure indicated by the provider (see procedure at <https://tools.google.com/dlpage/gaoptout?hl=es>). Therefore, the use of the Site without rejecting these cookies implies the user's consent to the processing of their personal data by Google, limited to the modalities and purposes indicated above.

To consult Google's privacy policy, users must visit the site <https://policies.google.com/privacy?hl=es>.

It is possible that the structure and/or functionalities of the Site are modified to add new services, sections or content, which may modify the cookies used. For this reason, users should review the informative cookie notice published when accessing the Site, in case there have been any changes since their last visit.

7. Rights against the use of cookies:

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By virtue of what is established in article 8 of Law 1581 of 2012, in relation to Personal Data, you have the right to:

- Know, update and rectify your personal data before the Data Collector or Data Processor. This right may be exercised, among others, against partial, inaccurate, incomplete, fractioned, misleading data, or those whose Treatment is expressly prohibited or has not been authorized;
- Request proof of the authorization granted to the Data Collector except when expressly excepted as a requirement for Treatment, in accordance with the provisions of the law;
- To be informed by the Data Collector or the Data Processor, upon request, regarding the use that has been given to your personal data;
- Submit complaints to the Superintendency of Industry and Commerce for violations of the provisions of this law and other regulations that modify, add or complement it;
- Revoke the authorization and/or request the deletion of the data when the Treatment does not respect the constitutional and legal principles, rights and guarantees. The revocation and/or deletion will proceed when the Superintendency of Industry and Commerce has determined that in the Treatment the Collector or Processor has incurred in conduct contrary to this law and the Constitution;

To exercise your rights, you can contact through the channels established for this purpose in the GEB Data Processing Policy, which you can find on the website <https://www.grupoenergiabogota.com/en/geb-group/ethics-and-compliance-program/data-protection>

The channels are:

- Email: datospersonales@geb.com.co
- To the address Carrera 9 No. 73 – 44 Floor 6

8. Safety recommendations:

- Keep the browser you use up to date, as well as the accessories and plug-ins you have installed on it. In case the add-ons or plugins are outdated or unsupported, please disable them or avoid their use.
- Clear cache from time to time.
- When you visit a web page, make sure that the page is safe to download.
- When using public devices, avoid accessing your personal or work accounts and if you want to protect your privacy, use your devices for personal or work use.
- Install a recognized antivirus that scans your devices.

Do not download unknown files.

9. Duration of treatment

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The Processing of personal data for the correct functionality of the Site will be valid indefinitely as long as the Holder does not exercise his right to revoke the authorization for treatment. The Data Collector reserves the right to terminate the use of the Site, when they deem it necessary.