



CTF AUTOMAZIONI SRL

PROGETTAZIONE E COSTRUZIONE DI  
MACCHINARI SPECIALI, LINEE E ISOLE  
DI MONTAGGIO AUTOMATICHE

Pursuant with the constant attention towards the protection of the personal data, CTF Automazioni Srl aligned itself with the new guidelines of the Regulation (EU) 2016/679 of the European Parliament and of the Council 27<sup>TH</sup> April 2016 "GENERAL DATA PROTECTION REGULATION".

We have updated our "Information on the processing of personal data" to make it compliant with the Regulation (EU) 2016/679.

The statement is available on the website at the page "[Information privacy](#)" and on the page "[Cookie statement](#)".

In case of doubts or questions please write to the following email address [privacy@ctfautomazioni.com](mailto:privacy@ctfautomazioni.com), the Person in Charge of the Data Protection, which we have commissioned to ensure compliance with the regulations on the protection of personal data, is at your disposal.

We have never communicated, or we will communicate, in any form, the data to other subjects for purposes other than those indicated in the "Information privacy".

We treat data with high security standards to prevent access, modification or illicit destruction.

Lastly, we want to emphasise that CTF Automazioni srl does not intend to use personal data to transfer it to third parties, allowing the latter to carry out marketing and/or processing of such data.

In order to undertake and continue the relationship we are requesting consent by filling in the attached document to be returned to the address: [privacy@ctfautomazioni.com](mailto:privacy@ctfautomazioni.com).

If you do not want to receive our communications anymore, please send an email to [privacy@ctfautomazioni.com](mailto:privacy@ctfautomazioni.com).

In any case, you can always revoke the consent provided by sending an email to the previous address.

Thank you.

CTF Automazioni Srl.



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



CTF AUTOMAZIONI SRL

PROGETTAZIONE E COSTRUZIONE DI  
MACCHINARI SPECIALI, LINEE E ISOLE  
DI MONTAGGIO AUTOMATICHE

## INFORMATION PRIVACY

Regulation (EU) 2016/679 of the European Parliament and of the Council 27<sup>TH</sup> April 2016  
"GENERAL DATA PROTECTION REGULATION "

D. Lgs 30th June 2003, n. 196  
"CODE ON THE PROTECTION OF PERSONAL DATA"

### Contacts details of the Data Controller and the Data Protection Officer

The Data Controller is CTF AUTOMAZIONI SRL, with registered office in Vocabolo Felceto n. 7, 62024 Matelica, Macerata, Italy - tel. 0737.787068 - fax 0737/84778.

The interested party can directly contact the Data Controller and the Data Protection Officer at the e-mail address: [privacy@ctfautomazioni.com](mailto:privacy@ctfautomazioni.com).

### 1. Object of the data processing

The Data Controller will process personal data, such as name, surname, company name, address, telephone e-mail, social security number, VAT number, bank and payment details, hereinafter referred to as "personal data" or "data", communicated by you on the occasion of the start of the employment relationship, the business relationship and the conclusion of contracts or subsequently thereto.

### 2. Purposes and legal basis of the data treatment

Your data are processed for the following purposes:

#### A. WITHOUT CONSENT (art. 6 lett. b) and e) GDPR)

- Purposes related to contractual obligations of the business relationship;
- To fulfil pre-contractual, contractual and tax obligations deriving from existing relationships between the parties;
- To comply with obligations under the Law, regulations and EU regulations;
- Exercise the rights of the owner.

#### B. UPON SPECIFIC CONSENT (art. 7 GDPR)

- Sending by e-mail, post, sms, wapp, newsletters, commercial communications, informative and / or advertising material concerning products and services offered by the owner;
- Sending by e-mail, post, sms, wapp, newsletters, information and / or commercial and / or promotional communications of third parties.



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



CTF AUTOMAZIONI SRL

PROGETTAZIONE E COSTRUZIONE DI  
MACCHINARI SPECIALI, LINEE E ISOLE  
DI MONTAGGIO AUTOMATICHE

### 3. Rights of the interested party

The following rights are recognized to the Interested party:

- Access right, that is the right to obtain from the Data Controller confirmation that personal data is being processed or not, in this case, to obtain access;
- Right of rectification and cancellation, ie the right to obtain the correction of inaccurate data and / or the integration of incomplete data or the deletion of data for legitimate reasons;
- Right to limit the processing, ie the right to request the suspension of treatment if there are legitimate reasons;
- Right to the portability of data, ie the right to receive data in a structured, common and readable format, as well as the right to transmit data to another Data Controller;
- Right of opposition, ie the right to oppose the processing of data if there are legitimate reasons, including data processing for marketing and profiling purposes, if any;
- Right to contact the Data Protection Supervisor in case of unlawful data processing.

### 4. Processing data methodology

Personal data treatment is done through the operations pointed out in art 4 Privacy Code and art 4 n.2 of the GDPR and precisely: collecting, registration, organization, storage, consultation, processing, modifications, selection, extraction, comparison, utilisation, interconnection, blockage, communication, deletion and disclosing of data. Your personal data are processed both on paper and electronically and/or automatically.

The Data Controller will use the personal data for the period of time necessary to fulfil the purposes above reported and in any case not beyond 10 years from the end of the relationship for the Service Mission (administration, accounting, contract and labour law) and for no more than two years from data collection for marketing purposes.

### 5. Data access

Your data can be made accessible for the purposes under art.2 points A) and B):

- to employees and collaborators of the Data Controller or of the society of the Group Card Protection Plan in Italy or abroad, as person in charge and/or internal data manager and/or system administrators.

- to third-party societies or to other subjects (for example credit institution, professional studies, consultants, insurance companies for the provision of insurance services, etc.) which carry out activities in outsourcing on behalf of the Data Controller, as external Data Controller.

Your data, moreover, can be processed by Professionals and/or Companies commissioned by the undersigned to carry out technical activities, research and development activities and management, administrative and accounting activities.



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



CTF AUTOMAZIONI SRL

PROGETTAZIONE E COSTRUZIONE DI  
MACCHINARI SPECIALI, LINEE E ISOLE  
DI MONTAGGIO AUTOMATICHE

## 6. Data communication

Without the need for express consent (ex art.24 lett. a), b), d) Privacy Code and art. 6 lett. b) and c) GDPR, the Data Controller can communicate his/her data for the purposes under art. 2.A) to Supervisory Bodies, Legal Authorities, insurance companies for the provision of insurance services, as well as to those subjects to whom data communication is mandatory by law for the performance of the tasks above-mentioned. Those subjects will process those data as autonomous data treatment Data Controller. Your data will not be disclosed.

## 7. Data transmission

The Data Controller processes the personal data adopting the appropriate security controls in order to prevent the access, the disclosure, the modifications or the unauthorized disclosure of the personal data. The processing is carried out through IT tools, telematic tools with organizational methods and with logic related to the purposes indicated. The personal data are processed at the operative seat of Matelica in Voc. Felceto n.7 and through the utilisation of sever made available from third-party provider and which are located in the European Union, for further information is possible to turn to the Data Controller.

It is in any case understood that the Data Controller, if necessary, has the right to move the server even extra-EU. In this case, the Data controller since now guarantees that the data transfer extra-EU will follow the applicable legal provisions, upon stipulation of the standard contractual clauses foreseen by the European Commission.

## 8. Nature and provision of data and consequences for refusing to answer

The data provision for the purposes under art. 2.A) is compulsory. Without it, we could not guarantee the Services under art. 2.A). The data provision for the purposes under art. 2.B) is optional instead. You can decide not to provide data and to deny subsequently the possibility to process already provided data: in this case you cannot receive newsletter, commercial communication and advertising material regarding the Services offered by the Data controller. You will continue to have right to the Services under art. 2.A).

## 9. Nature and provision of data and consequences for refusing to answer

As the interested party you have the rights under art. 7 Privacy Code and art. 15 GDPR and precisely the rights to:

- Obtain the confirmation of the existence or not of the personal data which concern you, even if still not registered and their communication in intelligible form.
- Obtain the indication: **a)** of the origin of the personal data; **b)** of the purposes and modality of processing, **c)** of the applied logic in case of the processing carried out with the help of electronical devices; **d)** of the identification details of the Data Controller, of the persons in charge and of the representative designated under art.5, paragraph 2 Privacy Code and art.3, paragraph 1, GDPR; **e)** of the subjects or of the categories of subjects to whom the personal data can be communicated or can get to



CTF Automazioni S.r.l.

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



## CTF AUTOMAZIONI SRL

- know them as representative in the territory of the State, of the persons in charge or commissioned;
- Obtain: **a)** the update, the correction or, when requested, the data integration; **b)** the deletion, the transformation in anonymous form or the block of the processed data in violation of law, included those whose storage is not necessary in relation to the objectives for which they have been collected and subsequently processed; **c)** the demonstration that the operations reported at letters **a)** and **b)** have been brought to the attention (including also their content) of those whose data have been disclosed, except for the case in which this turns out to impossible or implies a use of resources manifestly disproportionate to the right in question;
  - Object completely or partly: **a)** for legitimate reasons to the personal data processing which concern you, even though relevant to collection objective; **b)** to the personal data processing which concern you in order to send of advertising material, direct sale or for carrying out marketing researches, commercial communication, through the use of automatic calling systems without the intervention of an operator thorough mail and/or through traditional marketing modalities, calling or sending a letter. Please note that right of opposition of the interested party, explained at the former point b) for marketing purposes thorough automatic modality extends to the traditional one and that it remains the possibility for the interesting to exercise the right of opposition only in part. Therefore, the interested party can decide to receive only communications through traditional modalities or only authorised communication or none of the two typologies of communication.

Where applicable, it has the rights under the art. 16-21 GDPR (right of rectification, right to be forgotten, right to limitation of processing, right to data portability, right of opposition, right to the portability of data, opposition right) as well as the right of complaint to the Guarantor Authority.

### 10. Modality to exercise your rights

You can exercise your rights at any moment, sending:

- a registered letter to **CTF AUTOMAZIONI Srl- Vocabolo Felceto n.7 – 62024 Matelica (MC)**;
- an e-mail to the address: [privacy@ctfautomazioni.com](mailto:privacy@ctfautomazioni.com).

### 11. Data controller, persons in charge and commissioned

The data controller is **CTF AUTOMAZIONI Srl- Vocabolo Felceto n.7 – 62024 Matelica (MC)**.

The updated list of the persons in charge and of the commissioned is kept at the registered office of the Data Controller.



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale € 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



CTF AUTOMAZIONI SRL

PROGETTAZIONE E COSTRUZIONE DI  
MACCHINARI SPECIALI, LINEE E ISOLE  
DI MONTAGGIO AUTOMATICHE

Attn. Ctf Automazioni Srl  
Vocabolo Felceto,7  
62024 Matelica MC

**Consent to the processing of company personal data  
according to and for the effects of the Regulation EU 2016/679**

I, the undersigned \_\_\_\_\_,

Legal Representative of the company \_\_\_\_\_,

having read the above information ex. art. 13 and 14 GDPR 2016/679, I express mine consent to the processing of company personal data for the purposes and with the methods indicated in the above information, within the limits indicated above pursuant to the European regulation 2016/679.

Place and date

\_\_\_\_\_

Signature



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)



**CTF Automazioni S.r.l.**

Z.I. Cavalieri – Voc. Felceto, 7  
62024 Matelica (MC) - Italy

C.F. e P.IVA 01386620437  
Registro Imprese Macerata  
N° 01386620437  
Capitale sociale €. 41.600,00 (int. Vers.)

Tel.: +39 0737 787068  
Fax.: +39 0737 84778  
Internet: [www.ctfautomazioni.com](http://www.ctfautomazioni.com)  
E-mail: [ctfautomazioni@ctfautomazioni.com](mailto:ctfautomazioni@ctfautomazioni.com)