

MTK PERSONAL DATA PROCESSING POLICY (customers and suppliers)

According UE Regulation 2016/679 - GDPR

Here at **S.C. METAL TECHNIKS S.R.L. (MTK)** we pledge to protect your personal data when processing it. Before sending us your personal information, we encourage you to read this policy, which will provide you with information on how MTK processes personal data within the company as a part of the of providing our services.

What personal data do we collect and how do we process your personal data?

MTK is a supplier of simple and complex welded metal structures - "**Products**". The entity you have contacted (**MTK**) is the data operator with respect to personal data received and processed in connection with you as part of the delivery of **Products** to you.

When you contact **MTK**, we will process the information, including personal information you have disclosed to us, or shipping details such as your name, surname, telephone number, postal address or email address. We recommend that you do not disclose sensitive personal data, such as data revealing racial or ethnic origin, religion, trade union membership, sexual orientation, health, etc.

MTK may also receive personal data about you from other data carriers for the purpose of providing or requesting assistance by **MTK** through the **Products**, or requests to or from you as the end-user of a particular **Product**.

MTK will process your personal data in accordance with the applicable law, Regulation 679/2016 - in force since 25.05.2018. Please note that personal data can be processed based on a different legal basis, such as consent, contract, legal obligation, protection and tracking of legitimate interests, etc. Legitimate interest may be the processing of personal data for internal purposes in **MTK**, such as Product-related purposes and marketing purposes.

If, in exceptional circumstances, you provide **MTK** with personal data classified as sensitive personal data, **MTK** is required to process such sensitive personal data only in accordance with the applicable law for which your express consent is required prior to any processing of such data.

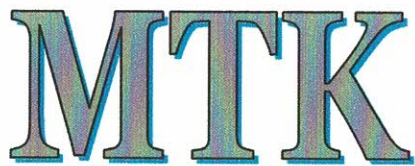
Why do we collect and process your personal data?

Your personal data is primarily processed to fulfill the partnership with **MTK** or **MTK's** client, or based your request, in order to resolve your requests (for example, when completing a contact form as part of a registration or of a survey) or by law, or as may be required by applicable laws, including applicable data protection laws.

For how long do we store your personal data?

Your personal data is processed for as long as is necessary to meet the above-mentioned purposes and in accordance with applicable law, especially if you have entered into a contract with **MTK** or **MTK** has received personal data about you from **MTK** customers you have entered into a contract.

Who do we share your personal data with?



METAL TECHNIKS

R.C.: J 38/897/1991 ; C.I.F.: RO 1478543
Rm. Vâlcea-ROMANIA
Str. Depozitelor nr. 18, 240672
Tel. & Fax:+40-250-737723; 0250-745734
E-mail: office@metaltechniks.ro

Your personal data can be shared with certain service providers or IT service agents and providers. Any third-party vendor used by **MTK** will be obliged to process your personal data only in accordance with **MTK's** instructions and to maintain a reasonable security of your personal data.

MTK may also rsend your personal data to third-party vendors, such as carriers, in order to provide you with the **Products**.

Under certain circumstances and in accordance with legislation, it may be necessary to disclose your data to the authorities. We may also disclose your personal data to establish, exercise or defend our legal rights.

In the event of a reorganization or total or partial sale of **MTK** K's activity, disclosure shall, where appropriate, take place in accordance with the applicable law that governs the processing of personal data.

How do we protect your rights?

Any consent you have given us during the process may be withdrawn at any time through a message (see contact details below).

You also have the right to access the personal data processed in connection with you, subject to certain legal exceptions. In addition, you may oppose the collection and further processing of your personal data. Also, you may request that any processing be limited, that your personal data be corrected, if necessary, or deleted under certain circumstances.

In some situations, you may also request that we give you an overview of your personal data in a structured, commonly used, computer-readable format, and you may request us to forward this data to another data operator.

At any time, you may oppose the processing of your personal data for the purpose of direct marketing.

Who do you need to contact?

If you wish to exercise any of your rights or if you have any questions about this privacy policy or the processing of your personal data, you may contact us at:

SIMA IMRE - DPO within METAL TECHNIKS S.R.L. - MTK

e-mail: isima@metaltechniks.ro

Mobile: 0040 744-666 253 - General Manager

Tel: 0040 250 737723 - direct

Fax: 0040 250 745734

Complaints

If you would like to file a complaint related to the processing of your personal data, you may contact us by e-mail, telephone or mail as indicated above. You can also file a complaint with your local data protection agency / authority.

Date : 28.05.2018

Autorised signature and stamp of legal representative