

GENERAL TRAINING COURSE ON COMEZ MACHINES

Programme

The programme has a theoretical part (approx 2 days) and a practical part (approx 3 days), and covers the following topics. As far as possible, the course programme will take into consideration the COMEZ machines in use at customer site.

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|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The range of COMEZ machines | <ul style="list-style-type: none">• COMEZ plant tour: overview of facility• An overview, classification machines vs. application |
| Understanding yarns | <ul style="list-style-type: none">• General information, types of feeding, yarn preparation for use on the machines |
| Explanation and preparation of the “set-up chart” | <ul style="list-style-type: none">• Analysis of set-up charts and explanation of symbols used• Preparation of set-up charts (for both elastic and non-elastic samples)• Main features, installation, functions and use of mymueknit software for pattern creation |
| Working on the machine | <ul style="list-style-type: none">• Machine set-up according to the set-up chart• Setting and adjusting of the machine’s basic parts• Production of samples: elastic and non-elastic articles• Quality control on the finished product• DATA CONTROL CONTROLLER: overview of the functions (for electronic machines)• Programming a pattern on MEMORY/USB pendrive and data transfer to the DATA CONTROL CONTROLLER (for electronic machines) |
| Conclusion | <ul style="list-style-type: none">• Analysis of specific topics and requests |

Are there any particular topics, which are not included in the main programme, that you would like to discuss? Please consider to participate to a personalized training course in COMEZ. For more information, contact your Sales Area Manager.

USEFUL INFORMATION

Location	COMEZ International s.r.l., via Enrico Fermi 5, 27024 CILAVEGNA (PV), Italy
Course run	From Monday to Friday (5 days) Timetable: 08:30 – 12:00; 13:30 – 17:00 Lunch break: 12:00 – 13:30
Languages	COMEZ training courses can be held in ITALIAN, ENGLISH, FRENCH, SPANISH. If other languages are required, an interpreter should be hired (at the customer's expense).
Costs	<p>The fee for the training course for COMEZ customers is € 1000 (for each person) and it includes:</p> <ul style="list-style-type: none">• A wide range of teaching materials, documentation and a complete technical kit;• Lunch is courtesy of COMEZ;• Transfer from the hotel to COMEZ and back again;• If required, courtesy transfer from the airport of arrival to the hotel and back again. <p>Customers must pay their own travel and accommodation expenses. Should they wish to hire an interpreter, customers must pay the relative fees.</p>
Registration form	All participants are requested to fill in the “REGISTRATION FORM FOR TRAINING COURSE ON COMEZ MACHINES” and return it to us within 30 days prior to the date of the course. Unless we receive this form, we cannot consider any application.
Safety regulations	All visitors entering COMEZ must comply with our safety regulations and must wear safety shoes in the production areas.
Accommodation	COMEZ can make the necessary reservations with local hotels. In order to make the reservation, we need to know the check-in and check-out dates.
Entry Visa to Italy	If required, in order to obtain a visa, COMEZ will send customers a formal letter of invitation. Since these formalities are notoriously lengthy, customer must let us have the information requested well in advance of his proposed visit.



REGISTRATION FORM FOR TRAINING COURSE ON COMEZ MACHINES

In order to ensure that the training course is organised efficiently and to your complete satisfaction, you are kindly requested to complete the form below and return it to us by e-mail within 30 days prior to the date of the course. If you fill out this form by hand, please complete in block letters. Thank you for your assistance.

Company name
Your family name
Your first name
Your e-mail
Mobile phone*
Which language(s) do you speak?

What position do you hold in your company?
.....

What are your qualifications: technical expert in knitting technical expert in weaving
 mechanical expert other

Have you worked on textile machines before? NO YES, on crochet machines. How long for?
.....
 YES, on other textile machines (please specify)

How long for?
Which COMEZ machines are in use in your company?

.....
Would you like the course to concentrate on any particular COMEZ machines? NO YES
If yes, which?

.....
Please indicate which of the following topics are of interest to you:
 Analysis and study of samples - Preparation of the set-up chart

Actual production of samples on the machine

Which product types are of interest to you? elastic laces rigid laces fabrics
 elastic bands rigid bands trimmings technical textiles others:

* It will be used only if necessary during the period of the course.



DECLARATION OF CONSENT FOR THE USE OF PHOTO AND VIDEO

Between Comez International s.r.l., Via Fermi 5, 27024 Cilavegna

and

Name, first name
Date of birth
Address

below referred to as “the photographed person”.

Object

Photographs and/or videos of the person being photographed.

Purpose

Publication of photos and/or videos on the internet, utilization at company presentations, utilization for product and image brochures to vivid describe the company and its products and services.

Explanation

The photographed person declares his consent to the use of the photographic images and/or videos of his person for the above described purposes. An application of the photograph and/or video for other than those described purposes or to place them on the market by making them available to third parties is not allowed. The photographed person has obtained the “Information letter to the collection of personal data in the context of the utilization of photographs and/or videos in accordance with Art. 13 GDPR” (EU Data Protection Basic Regulation) and took note of this. This consent is voluntary. If the consent is not given, no disadvantages arise. This consent can be cancelled at any time with effect for the future.

Place, date Signature

SAFETY REGULATIONS AND CONFIDENTIALITY

I declare that I know and accept the safety rules governing access to the offices and production premises of Comez International s.r.l., Via E. Fermi 05 - Cilavegna (PV). I therefore assume all the possible risks associated with the visit organized by Comez today and I exonerate Comez from any liability in case of accident.

I declare to be informed that it is forbidden, during the visit in Comez, to take photos or videos of people, machines, samples and anything that is inside the production site of Comez.

I hereby undertake not to divulge or disclose to third parties the information, knowledge, documents, drawings, technical data and anything else that I have become aware during the training course at Comez. The obligation of non-disclosure shall not apply to all information that is already in the possession of the undersigned as of today or that becomes public domain without any violation of this commitment.

Place, date Signature

Information letter to the collection of personal data in the context of the utilization of photographs and/or videos in accordance with Art. 13 GDPR	
1. Identity of the person responsible	Paolo Malnati
2. Contact details of the data protection officer	e-mail: privacy@mueller-frick.com
3. Purposes for which personal data are to be processed	Publication of photos on the Internet, utilization in company presentations, utilization for product and image brochures
4. Legal basis for data processing	The utilization of the photographs and/or videos takes place on the basis of the consent (Article 6 Paragraph 1 lit a) GDPR) of the photographed person.
5. Recipients / categories of recipients	Customers, suppliers, business partners, employees, interested parties
6. Transmission to a third country	There is no active transmission of the data to a third country.
7. Duration of the storage	The data of the interested parties is stored for 10 years, the data of the employees is stored during the employment relationship. With retirement of the employee the company, this data will no longer be used for future publications and will be deleted.
8. Rights of the data subjects	As an affected party you have the following rights according to GDPR: <ul style="list-style-type: none">• information (Art. 15)• corrigendum (Art. 16)• deletion (Art. 17)• limitation of processing (Art. 18)• contradiction against the processing (Art. 21)• data portability (Art. 20)• possibly revocation of the consent (Art. 7 Abs. 3)
9. Right of revocation of the consent	You can cancel your consent at any time with effect for the future. Please address your revocation to the above-mentioned responsible person or the data protection officer.
10. Right to complain to a data protection authority	As the affected person, you have the right to complain to the responsible data protection authority.