



GENERAL INFORMATION ON THE PROCESSING OF PERSONAL DATA OF THE INDIVIDUAL REPORTING UNLAWFUL CONDUCT WITHIN THE SO-CALLED "WHISTLEBLOWING"

(art. 13 EU Reg. 679/2016)

1. WHO PROCESSES MY DATA?

The Data Controller for the processing of your personal data is Acetaia Giusti srl, with registered office at Strada Quattro Ville 155, 41123 Modena.

You can contact the Data Controller via email at info@giusti.it.

2. HOW CAN I CONTACT THE DATA PROTECTION OFFICER (DPO)?

You can contact the Privacy Officer via email at info@giusti.it.

3. FOR WHAT PURPOSES ARE MY DATA PROCESSED, AND WHY IS THE PROCESSING LEGITIMATE?

Your data is processed to carry out investigative activities to verify the validity of the report of unlawful conduct and, if necessary, to take appropriate corrective measures and initiate the appropriate disciplinary and/or legal actions against those responsible for the unlawful conduct.

The processing of your data is legitimate without your consent because it is necessary to fulfill a legal obligation to which the Data Controller is subject (art. 6, § 1, lett. c) of the GDPR), and, with regard to special categories of data (art. 9, § 2, lett. b) of the Regulation in relation to art. 54-bis of Legislative Decree 165/2001) or data relating to criminal convictions and offenses, they may also be considered necessary for the performance of a task carried out in the public interest provided for by law (art. 6, § 1, lett. e) and art. 9, § 2, lett. g) and 10 of the GDPR).

4. TO WHOM ARE MY DATA COMMUNICATED?

Your identity or information from which it can be inferred will not be disclosed without your express consent to persons other than those competent and authorized by law. Furthermore, the report is exempt from public access.

Therefore:

- Your data is communicated to the person appointed to manage your report, or the person in charge and authorized to process the data;
- In addition, your data may be communicated to the Judicial Authorities for the respective competence profiles within the possible proceedings that may be initiated:

- In any **criminal** proceedings, the identity of the whistleblower is covered by secrecy in the ways and within the limits provided for by Article 329 of the Code of Criminal Procedure. This provision requires secrecy on acts carried out in preliminary investigations "until the accused cannot be aware of them and, in any case, not beyond the closure of the preliminary investigations" (whose relative notice is provided for by art. 415-bis of the Code of Criminal Procedure);
- In proceedings **before the Court of Auditors**, the obligation of investigative secrecy is provided until the closure of the investigation phase. Afterward, the identity of the whistleblower can be revealed by the auditing authority in order to be used in the proceeding itself (art. 67 Legislative Decree 26 August 2016, n. 174).
- In the context of the **disciplinary** proceedings initiated against the alleged perpetrator of the reported conduct, the identity of the whistleblower can be disclosed only with the consent of the whistleblower. In cases where the identity of the whistleblower is essential for the defense of the subject to whom the disciplinary charge has been contested, the organization cannot proceed with the disciplinary proceedings if the whistleblower does not expressly consent to the disclosure of their identity.

You can request the list of recipients or categories of recipients to whom your personal data has been or will be communicated by writing to the email address info@giusti.it.

5. ARE MY DATA TRANSFERRED OUTSIDE THE EUROPEAN UNION?

Your data will not be transferred abroad.

6. HOW LONG ARE MY DATA RETAINED?

The Data Controller will keep your personal data for a period not exceeding that necessary to achieve the purposes for which it is processing them. In particular, reports and related documentation will be kept for the time necessary for their processing and in any case not beyond five years from the date of communication of the final outcome of the procedure.

7. WILL I BE SUBJECT TO PROFILING?

Your data will not in any case be used to obtain information about your preferences or behavior, and you will not be subject to any decision based solely on automated processing of your personal data.

Specific information on controls carried out on the use of company computer systems is available in a specific notice published in the intranet section or can be obtained by requesting it at the email address ecommerce@giusti.com.

8. WHAT ARE MY RIGHTS?

You have the following rights:

- **Right of access to data:** the right to obtain from the Data Controller confirmation as to whether or not personal data concerning you are being processed, and if so, to access your personal data - and a copy of it - and receive information about the processing;
- **Right to rectify data:** the right to obtain from the data controller the rectification of inaccurate personal data concerning you without undue delay and the integration of incomplete personal data, also by providing a supplementary declaration.
- **Right to erasure of data:** the right to obtain from the data controller the erasure of personal data concerning you without undue delay if one of the following reasons exists:
 - a) the personal data are no longer necessary for the purposes for which they were collected or otherwise processed;
 - b) you object to the processing, and there are no overriding legitimate grounds for the processing;
 - c) the personal data have been unlawfully processed;
 - d) the personal data must be erased to comply with a legal obligation to which the data controller is subject.
- **Right to restriction of processing:** the right to obtain from the Data Controller the restriction of processing when one of the following hypotheses occurs:
 - a) you contest the accuracy of personal data, for the period necessary for the Data Controller to verify the accuracy of such personal data;
 - b) the processing is unlawful, and you oppose the deletion of personal data and instead request that its use be restricted;
 - c) although the Data Controller no longer needs it for processing purposes, personal data are necessary for you for the establishment, exercise, or defense of a legal claim;
 - d) you have objected to processing pending verification as to whether the legitimate grounds of the data controller override yours.
- **Right to object to processing:** the right to object to processing carried out for the performance of a task carried out in the public interest or in the exercise of public authority or for the legitimate interest of the data controller or third parties, as well as the right to object to the processing of personal data concerning you carried out for direct marketing purposes, including profiling to the extent that it is related to such direct marketing.
- **Right not to be subject to a decision based solely on automated processing,** including profiling, which produces legal effects concerning you or similarly significantly affects you.



You can exercise your rights by sending a request to the Data Controller's email address: info@giusti.it

The Data Controller will respond to you as soon as possible and, in any case, no later than 30 days from your request.

9. AM I REQUIRED TO PROVIDE MY DATA?

In order to classify the report as whistleblowing, your identification data (name, surname) must be provided obligatorily, as specified by ANAC (National Anti-Corruption Authority) with Determination No. 6 of April 28, 2015. Anonymous reports "do not fall, by express will of the legislator, directly within the scope of art. 54 bis of Legislative Decree 165/2001." In the event that the whistleblower still wishes to proceed with an anonymous report, it will be managed differently, and such report will be considered only if adequately detailed, provided with detailed information, and thus capable of bringing out facts and situations related to specific contexts.

10. HOW CAN I LODGE A COMPLAINT?

If you wish to lodge a complaint regarding the processing of your data by Acetaia Giusti or regarding the management of a complaint submitted by you, you have the right to file a complaint directly with the supervisory authority in accordance with the methods indicated on the website www.garanteprivacy.it.