



## **Subject: Privacy policy under Articles 13-14 GDPR on personal data processing - Whistleblowing Reports**

### **1. Data Controller**

Fine Foods & Pharmaceuticals N.T.M. S.p.A. (hereafter "Fine Foods") in the person of its legal representative, in its capacity as Data Controller, informs that the EU Regulation no. 2016/679 (GDPR) and Legislative Decree 196/2003, as amended and supplemented, govern the protection of personal data. Fine Foods processes personal data based on correctness, lawfulness, transparency and necessity principles, under the above regulations. Under Articles 13-14 of the GDPR, we provide you with the following information.

### **2. Type of data processed**

The receipt and management of reports implies processing "general" personal data (name, surname, job role, any other information related to any alleged illicit conduct), "special" personal data (data on health conditions, sexual orientation or trade union membership, under Article 9 GDPR) and criminal convictions and offences personal data (under Article 10 GDPR), depending on the content of the reports and attached documents.

### **3. Processing purposes and legal basis**

Personal data is collected and processed for purposes strictly related to the management of reports of unlawful conduct in violation of national/European regulations, the Company's Code of Ethics and Organisation, Management and Control System.

Considering the reference legislation (EU Directive no. 1937/2019 and Legislative Decree no. 24/2023), the legal basis for such processing is as follows:

- For the processing of general data, under Article 6.1 letter c) of the GDPR ("fulfilling a legal obligation to which the data controller is subject")
- For the processing of special and judicial data, under Article 9.2. letter g) of the GDPR

### **4. Processing methods**

The Data Controller undertakes to process only the data necessary for the performance of the activities under the report lawfully, correctly and transparently.

Processing is carried out by the Data Controller also electronically, using automated tools, including those for receiving verbal reports equipped with appropriate organisational, technical and physical



security measures (file encryption) to protect the information from alteration, destruction, loss, theft or improper or illegitimate use.

Reports and the documentation on their handling will be retained for five years from the date of notification of the reporting procedure's outcome.

The whistleblower's identity and any other information from which that identity may be directly or indirectly inferred will be processed exclusively by those authorised under Article 29 of the GDPR and will not be disclosed to third parties, without the whistleblower's consent, as required by Article 12 no. 2 of the GDPR. Consent is optional and is given when reporting via the platform.

#### **5. Data disclosure and transfer**

Your data will not be disclosed, but will be processed by the following parties, for example:

- public authorities fulfilling legal obligations and judicial authorities acting as independent data controllers;
- external companies entrusted with the management of reports and IT service providers, which act as data processors under Article 28 GDPR subject to confidentiality obligations and only for purposes functional to the assigned task;
- Supervisory Body;
- Legal consultants that may be involved in the investigation phase;
- Any functions involved in the preliminary investigation phase, authorised for this purpose and bound to confidentiality.

The list of external Data Processors is available at the Company's registered office.

#### **6. Data subject rights**

Under Articles 15 to 22 of the GDPR, it is possible to exercise the following rights under Article 2-*undecies* of the Privacy Code:

- a) access to personal data;
- b) data rectification if inaccurate;
- c) data deletion;
- d) processing restriction;
- e) the right to data portability, i.e. receive personal data in a structured, electronically-readable format and have it transferred to another data controller without hindrance;
- f) the right to object to data processing if the conditions are met.



Data subjects may lodge a complaint with the Personal Data Protection Authority based in Piazza Venezia 11, 00187 Rome.

For further information on this Privacy Policy or any privacy issue, or to exercise your rights, please contact [privacy@finefoods.it](mailto:privacy@finefoods.it)

Zingonia, 15 July 2023