



FAMI S.r.l.
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R.I. DI VICENZA, C.F. & P. IVA IT03498610249
CAPITALE SOCIALE EURO 100.000,00 INT. VERS.
CCIAA VI: R.E.A. N° 330190
Soggetta ad attività di direzione e coord. di C.I.M.M. S.p.A.

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**INFORMATION PROVIDED PURSUANT TO ARTICLES 13 AND 14 OF REG. EU 2016/679
(GDPR - GENERAL DATA PROTECTION REGULATION)**

DATA SUBJECTS TO WHOM THE INFORMATION IS ADDRESSED	DEFINITION
Reporting Party (or complainant/whistleblower)	Is the natural person who reports an alleged violation of the 231 organisational model or the company's code of ethics or alleged unlawful conduct pursuant to Law 231/01 through the "whistleblowing" channels made available by the company.
Reported Party (or accused/reported)	It is the natural person who is the subject of the report, accused of the alleged violations mentioned above.
Third party	Is the natural person, other than the reporting party and reported party, whose personal data could be contained in the report or acquired during the preliminary activity.

SCOPE OF THE PROCESSING

Fami S.r.l., with registered office in 36027 Rosà (VI), via Stazione Rossano 13, VAT number 03498610249 in the person of its legal representative *pro tempore* (the "Company" or "Fami"), as "Data Controller" of the processing of personal data, hereby informs you about the characteristics and methods of the processing of personal data provided by sending an e-mail to the segnalazioni@famispa.it address or by ordinary mail. The reporting management process is governed by the specific procedure adopted by the Company, which can be consulted for employees on the company intranet and, in any case, on the Company's website <https://www.famispa.it> by selecting the "Reporting-Whistleblowing" menu which is recommended to be read.

The personal data provided by the reporting party and the information contained in the reports and any documents attached thereto, as well as any data acquired during the investigation by the body in charge, will be processed according to the principles of correctness, lawfulness, transparency and protection of the confidentiality and rights of all data subjects (reporting party, reported party and any third parties involved), in compliance with the obligations imposed by privacy legislation, by Law no. 179 of 30 November 2017, containing "Provisions for the protection of authors of reports of crimes or irregularities of which they have become aware in the context of a public or private employment relationship" and by Legislative Decree no. 24 of 24 March 2023 transposing EU Directive 2019/1937.



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Since suspected violations can also be reported anonymously, the subjects who transmit them are not required to disclose their personal data. However, the anonymous report could expose the reporting party to the risk of possible retaliation from the reported party, without allowing the Company to provide the appropriate protection tools provided for non-anonymous, but still confidential reports. The possibility of using anonymous reporting for the management of any disciplinary proceedings against the reported person will also be excluded, without prejudice to the evidentiary evidence obtained by the investigative body in the context of autonomous investigations.

However, even in relation to anonymous reports, it cannot be excluded that, during the examination of the same, the body responsible for managing the procedure may receive information containing identification data, professional data, or financial data concerning the other aforementioned categories concerned (reported, third parties) that will be processed in accordance with this disclosure statement.

PURPOSE AND LEGAL BASIS OF THE DATA PROCESSING

The personal data provided by the reporting party and acquired by the body responsible for the investigation during the procedure will be processed, in relation to the obligations referred to in the aforementioned Law 179/2017 and Legislative Decree no. 24/2023. In particular, the aforementioned data will be processed for the following purposes:

- Management of reports (verification of the facts covered by the report). The primary legal basis of the processing is the legitimate interest of the Data Controller [art. 6 para. 1 letter f) GDPR] to conform to its Organisational, Management and Control Model (OMC), adopted pursuant to Legislative Decree no. 231/2001, to the amendments introduced by the aforementioned law regarding the requirements of the OMC (see art. 6 para. 2-bis et seq. Legislative Decree no. 231/01 introduced by art. 2 Law no. 179/2017) and the obligations imposed by Legislative Decree no. 24/2023. This legitimate interest prevails over the right to the protection of personal data enjoyed by the data subjects, considering the primary purpose pursued by the legislation on the administrative liability of entities by the commission of alleged crimes.

- Management of any disciplinary proceedings based in whole or in part on the report. In order to guarantee the right of defence of the accused, the information contained in the report may be used, together with any other elements of external feedback, in the context of the disciplinary proceedings initiated against the complainant. The identity of the reporting party, on the other hand, may be revealed in the context of the disciplinary procedure - therefore also to the reported party - only if said procedure is based exclusively on the content of the report, in order to guarantee the right of defence of the reported party and, in any case, subject to the express consent of the reporting party. The consent of the reporting party to the disclosure of his identity in the context of disciplinary proceedings is not mandatory, but failure to provide it makes it impossible to proceed against the reported party, in disciplinary proceedings based exclusively on the statements by the reporting party.

TYPE OF DATA PROCESSED



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Fami collects and processes only the data communicated in the reports. However, during the procedure, the following personal data may be acquired:

- identification document, any other contact details issued by the reporting party;
- information (identification data¹, professional data², financial data³) on the reported party contained in the report or acquired during investigation;
- information (identification data, professional data, financial data) relating to third parties that may be included in the report and in any documents attached or acquired during the investigation.

The personal identification data of the reporting party are processed and stored in such a way as to be visible only to the body responsible for managing the report (Chairman of the SB – Supervisory Body). The Company adopts all the guarantees provided by law in order to protect the confidentiality of the identity of the reporting party, so that it is not disclosed to third parties without the express consent of the latter, except in the case of bad faith or defamatory reports.

As indicated in the Reporting Procedure adopted by the Company, reports must not contain excess data, but only the data necessary to demonstrate the validity of the complaint. As a rule, therefore, no particular data⁴ will be entered, nor personal data suitable to reveal the state of health or judicial status. If the reports contain these categories of personal data, referring to the reporting party or to third parties, and the same are not necessary for the pursuit of the aforementioned purposes, the Company will destroy them or, if this is not possible, obscure them, except in cases authorised by law or by a provision of the Guarantor Authority for the protection of personal data.

DATA PROCESSING METHODS

The processing will take place with organisational and processing logics strictly related to the purposes indicated above and in any case in order to guarantee the security, integrity and confidentiality of the data in compliance with the organisational, physical and logical measures provided for by the provisions in force.

In particular, the transmission of the data provided by the reporting party via e-mail to the address segnalazioni@famispa.it is managed with MAPI protocol.

Finally, please note that the personal identification data of the reporting party are kept in such a way as to guarantee confidentiality. The association of the identity of the reporting party to the report can, in fact, be carried out exclusively by the body responsible for managing the reports (Chairman of the SB – Supervisory Body).

RETENTION PERIOD

¹ for example: name, surname, date and place of birth, address, telephone number, fax, e-mail address;

² for example: profession, employer and position held;

³ for example: payroll, bank accounts and securities portfolios.

⁴ information revealing racial and ethnic origin, sexual orientation, religious, philosophical or other beliefs, political opinions, membership of parties, trade unions, associations or organizations of a religious, philosophical, political or trade union nature.



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Personal data relating to reports are kept and maintained for the period necessary to complete the verification of the facts set out in the report and for **5 years after the closure of the report**, except for any proceedings arising from the management of the report (disciplinary, criminal, accounting) against the reported party or the reporting party (statements in bad faith, false or defamatory statements). In this case, they will be kept for the entire duration of the proceedings and until the expiry of the terms of appeal against the relative measure. In the case of reports deemed manifestly unfounded, they will be cancelled without delay.

RECIPIENTS OF THE PERSONAL DATA

For the pursuit of the aforementioned purposes, the information sent is managed, under its own responsibility, by the Chairman of the Supervisory Body (SB), as the subject designated by the company as the recipient of the reports.

It is reiterated that only this body will have access to any identification data of the reporting party. In this regard, the Chairman of the SB and all the members of the body are bound to comply with a strict confidentiality regime.

The data reported, on the other hand, may also be processed by Fami employees authorised for this purpose and who operate according to the instructions given by the Data Controller. These data could also be processed by external consultants or suppliers designated for this purpose as data processors pursuant to art. 28 GDPR, which operate according to the instructions given by the Data Controller with particular reference to the adoption of appropriate security measures in order to guarantee the confidentiality and security of data.

The personal data contained in the reports may also be communicated to the competent offices of Fami for the activation of judicial and/or disciplinary protection related to the report, or to the competent Authorities in the presence of violations of applicable regulations.

If the report does not fall within the competence of the SB according to the definition of the objective scope of the procedure adopted, the body will urge the data subject to redirect it to the company area/competent body and/or to the competent Authorities. These reports are, in any case, considered “protected”. This means that the relevant body does not disclose the identity or personal data of anyone who transmitted such a report without explicit prior consent – unless its disclosure is required by law, investigation or subsequent judicial proceedings.

In all the above cases of communication, the Data Controller guarantees that appropriate measures will always be taken to avoid unnecessary circulation of information, in order to guarantee appropriate confidentiality in view of the particular purposes of the processing in question.

DATA DISSEMINATION

Your personal data will not be disseminated to undisclosed recipients or published.

TRANSFER OF DATA ABROAD



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Your personal data will not be transferred outside the EU.

RIGHTS OF THE DATA SUBJECTS

1. Rights of the Reporting Party

The reporting party may, compatibly with any existing regulatory obligations, exercise the rights recognised pursuant to articles 15/22 of the Regulation:

- right of access to personal data;
- right to obtain the correction or deletion of the same (except for the contents of the report);
- right to withdraw consent, where provided: the withdrawal of consent does not affect the lawfulness of the processing based on the consent given before the revocation; the revocation of consent results in the impossibility of accessing your profile, you will still be able to view the reports through their codes; however, the revocation is not foreseen in the event that the processing is necessary to fulfil a regulatory obligation to which the data controller is subject;
- right to lodge a complaint with the Guarantor for the protection of personal data pursuant to art. 77 GDPR or appeal to the competent judicial authority pursuant to art. 79 GDPR, in the manner and within the limits established by current national legislation (Legislative Decree no. 196/2003).

2. Rights of the Reported Party

Pursuant to the provisions of art. 2-undecies of Legislative Decree no. 196/2003 (Privacy Code), the Data Controller informs the reported party that the exercise of the rights set out above (so-called rights of the data subject identified by articles 15 to 22 of the GDPR) and in particular the right of access, may be delayed, limited or excluded for as long as this constitutes a necessary and proportionate measure, taking into account the fundamental rights and legitimate interests of the data subject, in order to safeguard the confidentiality interests of the reporting party and to ensure that the conduct of the investigations does not risk being compromised (e.g. tampering with evidence, concealment of information).

The above rights cannot be exercised with a request to the data controller, or with a complaint pursuant to art. 77, when the exercise of these rights may result in an effective and concrete prejudice to the confidentiality of the identity of the reporting party. In such cases, however, the rights of the data subjects may be exercised through the Guarantor for the protection of personal data in the manner referred to in art. 160 Legislative Decree no. 196/2003, according to which the Guarantor informs the data subject that it has carried out all the necessary checks or has carried out a review, without prejudice to the right of the data subject to bring a judicial remedy.

In all other cases, your rights may be exercised through the following channels:

- by e-mail to the following address: privacy@famispa.it
- by ordinary post to the following address: via Stazione Rossano no. 13 36027 Rosà (VI), Italy