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A brief overview

Transparency first of all!

We will only use your data to ascertain the facts you have reported and take any action.

In this policy you will find all the information relating to the processing of your personal data: where, when, how and why we process your data, as well as a list of your rights.

Your data will not be transferred to third parties


Your data (i.e. those you entrust to us) will only be used by Diachem S.p.A.

If we use third-party providers in some cases, please know that they will only operate on our behalf and in accordance with our requirements.

How to contact us

The Data Controller is Diachem S.p.A., with registered office in Via Tonale 15, 24061 – Albano Sant'Alessandro (BG).

You can contact us at any time by writing to: privacy@diachemagro.com

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Full disclosure

Last updated: 26/02/2024

Introduction

This policy, provided pursuant to Article 13 of the GDPR, informs you of how we collect, use, share and store personal data during the management of a report of "violations", i.e. behaviors, acts or omissions that harm the public interest or the integrity of the public administration or private entity, as defined by Article 2, paragraph 1, letter a) of Legislative Decree 24/2023.

This is an information provided by Diachem S.p.A. in its capacity as Data Controller.

What information do we collect, for what purposes and what are the legal bases?

Although it is optional to provide us with data concerning you, we inform you that the reports, even if initially sent anonymously, may subsequently be integrated with the details of the whistleblower where necessary to assess the existence of the reported facts, the outcome of the investigations and any measures taken.

Types of treaties

The personal data subject to processing fall into the following categories:

- Common personal data provided by the Whistleblower, such as personal data and contact details;
- Judicial data provided by the whistleblower as governed by art. 10 GDPR;
- Special data provided by the whistleblower as governed by art. 9 para. 2 lit. g) GDPR);
- Other types of data: information relating to identified or identifiable natural persons, including reasonable suspicions, concerning breaches committed or which, on the basis of concrete evidence, may be committed in the organisation with which the reporting person or the person making a complaint to the judicial or accounting authority has a legal relationship, as well as elements relating to conduct aimed at concealing such breaches.

Purpose of the processing

Personal data will be processed for the sole purpose of

- assess the existence of the reported facts, the outcome of the investigations and any measures taken;
- provide feedback to the reporting person on the follow-up that is given or intended to be given to the report;
- to follow up on requests from the competent administrative or judicial authority and, more generally, from public bodies in compliance with legal formalities.

Legal bases of processing

The legal bases of the processing are:

Common data

- the need to comply with a legal obligation to which the Data Controller is subject (Art. 6, paragraph 1, letter c) GDPR), with reference to the provisions contained:
 - in Legislative Decree 24/2023 (Implementation of Directive (EU) 2019/1937 of the European Parliament and of the Council of 23 October 2019 on the protection of persons who report breaches of Union law and laying down provisions concerning the protection of persons who report breaches of national law);

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- in Legislative Decree no. 231 of 8 June 2001 ("Regulation of the administrative liability of legal persons, companies and associations, including those without legal personality, pursuant to Article 11 of Law no. 300 of 29 September 2000").
- The consent of the Whistleblower (Art. 6, paragraph 1, letter a) GDPR):
 - in the event that, following the use of a registered telephone line or other registered voice messaging system, the report of the reporting person is documented by the staff in charge by recording on a device suitable for storage and listening or by full transcription;
 - when, at the request of the reporting person, the report made orally during a meeting with the staff is documented by the staff by recording it on a device suitable for storage and listening or by means of a report;
 - in the event that the identity of the reporting person and any other information from which this identity may be inferred, directly or indirectly, are revealed to persons other than those competent to receive or follow up on reports, expressly authorised to process such data;
 - to the disclosure of one's identity, if the challenge to the disciplinary charge is based, in whole or in part, on the report and knowledge of the identity of the reporting person is essential for the defence of the accused, the report is used for the purposes of the disciplinary proceedings.

Judicial data

The legal basis of judicial data is identified in art. 10 GDPR with reference to the provisions contained in Legislative Decree 24/2023 (Implementation of Directive (EU) 2019/1937 of the European Parliament and of the Council of 23 October 2019 on the protection of persons who report breaches of Union law and laying down provisions concerning the protection of persons who report breaches of national regulatory provisions).

Special data

The processing is necessary for reasons of substantial public interest on the basis of Union or Member State law, which must be proportionate to the purpose pursued, respect the essence of the right to data protection and provide for appropriate and specific measures to protect the fundamental rights and interests of the data subject (Article 9(2)(g) GDPR).

Confidentiality and protection of the Whistleblower

The Data Controller has activated, pursuant to Article 4 of Legislative Decree 24/2023, its own reporting channels, which guarantee, also through the use of encryption tools, the confidentiality of the identity of the reporting person, the person involved and the person in any case mentioned in the report, as well as the content of the report and related documentation.

The reports will not be used beyond what is necessary to give adequate follow-up to them.

The identity of the reporting person and any other information from which such identity may be inferred, directly or indirectly, may not be disclosed, without the express consent of the reporting person himself, to persons other than those competent to receive or follow up on reports, expressly authorised to process such data.

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Confidentiality and disciplinary proceedings

In the context of disciplinary proceedings, the identity of the reporting person may not be revealed, where the challenge to the disciplinary charge is based on separate and additional investigations with respect to the report, even if consequent to the same.

If the complaint is based, in whole or in part, on the report and knowledge of the identity of the reporting person is essential for the defense of the accused, the report will be usable for the purposes of disciplinary proceedings only in the presence of the express consent of the reporting person to the disclosure of his or her identity.

Processing methods

The Data Controller has activated its own reporting channels, which guarantee, also through the use of encryption tools, the confidentiality of the identity of the reporting person, the person involved and the person in any case mentioned in the report, as well as the content of the report and the related documentation.

The active reporting channels are:

- IT platform: <https://areariservata.mygovernance.it/#!/WB/Diachem>

How long do we keep your personal data?

The reports and the related documentation are kept for the time necessary to process the report and in any case no longer than five years from the date of communication of the final outcome of the reporting procedure, in compliance with confidentiality obligations.

Who do we share your data with?

For the pursuit of the purposes referred to in this Policy, your personal data may be known by persons competent to receive or follow up on reports, expressly authorized to process such data pursuant to Articles 29 and 32, paragraph 4, of the GDPR, as well as by any Suppliers designated as Data Processors pursuant to Article 28 of the GDPR.

The latter will be specifically identified by the Data Controller, who will also provide specific instructions on the methods and purposes of the processing and ensure that they are subject to adequate confidentiality and confidentiality obligations.

The management of the reporting channels is entrusted to:

- to an internal person specifically trained for the management of the reporting channel, identified in the person of Elisabet Zanini, belonging to the function of ISO 9001 Quality Management System Manager, in the role of Whistleblowing Manager;
- to an internal person specifically trained for the management of the reporting channel, identified in the person of Andrea Allevi, belonging to the function of Quality System Officer, in the role of Backup Manager.

The above Subjects may also involve Third Parties for the sole purpose of assessing the existence of the reported facts, the outcome of the investigations and any measures adopted. Such sharing, if necessary, will take place in compliance with the principles of minimisation and proportionality, as well as, where compatible with the purposes of sharing, the principle of confidentiality of the identity of the reporting person, the person involved and the person in any case mentioned in the report, as well as the content of the report and the related documentation.

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More generally, the data may be communicated to subjects to whom the communication must be made in compliance with an obligation provided for by law, by a regulation or by European legislation, or to comply with an order of the Judicial Authority.

Your data will not be disseminated, except in anonymous and aggregate form, for statistical or research purposes.

Transfer of data to third countries

We will not transfer your personal data to countries outside the European Economic Area ("EEA"), which includes Norway, Liechtenstein and Iceland in addition to the Member States of the European Union.

In the event that this is necessary to pursue the purposes of the processing described in this Policy, our Organization guarantees that any transfer of data outside the EEA will take place in such a way as to guarantee the full protection of the rights and freedoms of the same. Where, with regard to the recipient third country, no adequacy decisions have been issued by the European Commission, data transfers will be carried out by adopting the guarantees provided for by Articles 46 et seq. of the GDPR, including the standard contractual clauses approved by the European Commission, and a weighted assessment of the legislation of the third country of destination, if any.

Your rights and how to contact us

As a data subject, you may exercise the rights set out in Articles 15 et seq. of the GDPR, namely the rights to:

- 1) obtain, at any time, confirmation of the existence or otherwise of the processing of the same data and obtain access to personal data and information regarding the processing;
- 2) request the rectification of inaccurate personal data and the integration of incomplete personal data;
- 3) request, in the cases indicated by the GDPR, without prejudice to the special regulations provided for certain processing, the deletion or limitation of data, after the expiry of the envisaged retention periods,
- 4) request the portability of your data in accordance with the provisions of the GDPR and national legislation.

Requests should be sent to privacy@diachemagro.com

Right to lodge a complaint

If you believe that the processing of personal data relating to you is in violation of the provisions of the Regulation, you have the right to lodge a complaint with the Guarantor, as provided for by art. 77 of the Regulation itself, or to bring the appropriate proceedings before the courts (Article 79 of the Regulation).

Changes

Diachem S.p.A. reserves the right to make changes to this policy at any time, giving appropriate publicity to the Data Subjects also and guaranteeing in any case an adequate and similar protection of personal data. In order to view any changes, you are invited to consult this policy regularly or to contact us at the following e-mail: privacy@diachemagro.com.