

WHISTLEBLOWING – REPORTING OF VIOLATIONS

Violation Reporting Form (ANNEX 29)

REPORTING PERSON'S IDENTIFICATION DETAILS	
SURNAME & FIRST NAME	
COMPANY NAME	
OCCUPATION/POSITION	
TELEPHONE	
EMAIL	

REPORT OF MISCONDUCT	
THE MATTER RELATES TO: <i>(tick one or more boxes)</i>	☐ Personnel recruitment ☐ Contracts ☐ Granting of financial benefits, regardless of their designation ☐ Granting of other types of benefits ☐ Appointments, promotions and delegations of authority ☐ Authorisations ☐ Inspections ☐ Relations with Public Administration, Public Officials, etc. ☐ Facilitation payment requested ☐ Facilitation payment made ☐ Extorted payment ☐ Other, please specify: _____
DATE OF THE EVENT	
LOCATION OF THE EVENT	

PERSON(S) WHO COMMITTED THE ACT	
COMPANY DEPARTMENT/FUNCTION	
ANY PRIVATE INDIVIDUALS INVOLVED	
ANY COMPANIES INVOLVED	
ANY PUBLIC OFFICIALS OR PUBLIC ADMINISTRATION BODIES INVOLVED	
HOW YOU BECAME AWARE OF THE MATTER	
ANY OTHER PERSONS WHO MAY PROVIDE INFORMATION ABOUT THE MATTER <i>(first name, surname, position, contact details)</i>	
AMOUNT OF THE PAYMENT OR OTHER BENEFIT/ADVANTAGE	
OBJECTIVE CIRCUMSTANCES INVOLVING VIOLENCE OR THREATS	

DESCRIPTION OF THE MATTER

**THE ACT IS UNLAWFUL
BECAUSE:**

(tick one or more boxes)

- ☐ It constitutes a criminal offence
- ☐ It violates the Company Policy, the Code of Ethics or other provisions subject to disciplinary sanctions
- ☐ It causes financial damage to the Organisation
- ☐ It causes reputational damage to the Organisation
- ☐ It violates environmental regulations or occupational health and safety regulations
- ☐ It constitutes a case of mismanagement of resources
- ☐ It involves discrimination against the reporting person
- ☐ Other, please specify: _____

NOTE: *Please attach any supporting documentation, in addition to this form.*

By submitting this form, the user consents to the processing of the personal data provided herein.

Date and place

Signature of the Reporting Person

This form must be sent to the Supervisory Body (Organismo di Vigilanza or “OdV”) at:
odv.pasqualefederico@gmail.com.

Alternatively, the report may be sent by registered mail, for the attention of the OdV, to the following address:
Avv. Pasquale Federico, Via San Giorgio Vecchio, 1, San Giorgio a Cremano (NA) 80046 Italy.

For anonymous reports, the following portal may be used: <https://anonymousemail.me>. The email address of the OdV indicated above must be entered as the recipient of the report.