

## ETHICAL CHANNEL PRIVACY POLICY

This document aims to define the information on data protection that must be provided to informants or whistleblowers who access the reporting channel of the **ConSORCI de la Zona Franca de Barcelona**, as well as to the persons referred to in the facts or reported, all in compliance with Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, Article 11 of Organic Law 3/2018, of 5 December, on the Protection of Personal Data and guarantee of digital rights, and Article 31 of Law 2/2023, of 20 February, regulating the protection of persons who report regulatory infringements and the fight against corruption.

### INFORMATION ON DATA PROTECTION FOR WHISTLEBLOWERS

#### Privacy Policy

In compliance with Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, Article 11 of Organic Law 3/2018, of 5 December, on the Protection of Personal Data and guarantee of digital rights, and Article 31 of Law 2/2023, of 20 February, regulating the protection of persons who report regulatory infringements and the fight against corruption, we detail below the information on personal data protection regarding the processing of data in the Internal Information System:

#### 1. DATA CONTROLLER

The data controller is the administrative body or governing body of the Consorci Zona Franca de Barcelona (**CZFB**) Av. Parc Logístic, 2-10, 08040 BARCELONA  
Data Protection Officer: [DPD@zfbarcelona.es](mailto:DPD@zfbarcelona.es)

Your personal data will be processed with the utmost confidentiality, only by personnel authorised for this purpose.

#### 2. SOURCE OF THE DATA

If you have chosen to identify yourself, your personal data has been obtained through the form filled in by you on the reporting channel enabled by **CZFB**.

### **3. PURPOSE OF THE PROCESSING**

The personal data provided by you through the form and those contained in the documentation you submit as support for your communication will be processed solely for the purpose of managing the complaints received through the channel and processing the investigations of the alleged facts reported, or, where appropriate, to respond to the query raised, as well as to adopt, if appropriate, protection and/or retaliation prevention measures, all in compliance with the provisions of the Internal Information System Policy and the reporting channel management protocol.

### **4. LEGAL BASIS FOR PROCESSING**

The legal basis for the processing of your personal data in the management of the Internal Information System will be that established in Art. 6.1.c of the GDPR, insofar as the processing is necessary for compliance with a legal obligation applicable to the data controller in accordance with the provisions of Law 2/2023, of 20 February, regulating the protection of persons who report regulatory infringements and the fight against corruption.

### **5. RETENTION PERIODS**

The data subject to processing may be kept in the information system only for the time strictly necessary to decide on the appropriateness of initiating an investigation into the reported facts.

If it is proven that the information provided or part of it is not true, it must be immediately deleted from the moment this circumstance is known, unless such lack of truthfulness may constitute a criminal offence, in which case the information will be kept for the necessary time during which the judicial procedure is processed. In any case, after three months from the receipt of the communication without investigative actions having been initiated, it must be deleted, unless the purpose of retention is to provide evidence of the system's operation. Communications that have not been processed may only be recorded in anonymised form, and the blocking obligation provided for in Article 32 of Organic Law 3/2018, of 5 December, shall not apply.

In no case will personal data that is not necessary for the knowledge and investigation of the actions or omissions to which Law 2/2023, of 20 February, regulating the protection of persons who report regulatory infringements and the fight against corruption applies, be processed, and, where appropriate, it will be immediately deleted. Likewise, all personal data that may have been communicated and that refer to conduct not included in the scope of application of said law will be deleted.

If the information received contains personal data included within the special categories of data, it will be immediately deleted, without being registered or

processed.

Personal data relating to the information received and internal investigations contained in the register book will only be kept for the period necessary and proportionate to comply with the aforementioned Law. In no case may the data be kept for a period longer than ten years.

## **6. DATA RECIPIENTS**

We inform you that your identity, if provided or identifiable, will in any case be kept confidential and will not be communicated to the persons referred to in the reported facts or to third parties unrelated to the management and processing of the communication, except when necessary for the adoption of corrective measures in the entity or the processing of sanctioning or criminal proceedings that, where appropriate, may arise, in which case it must be communicated to the competent authorities in the matter. Personal data processed in the Internal Information System may be communicated to the judicial authority, the Public Prosecutor's Office, the State Security Forces and Corps, or the competent administrative authority, in the context of an investigation carried out by them or in the framework of a judicial process. They may also be communicated to the competent state or regional whistleblower protection authorities. In the event of outsourcing the management of the internal information system, the information provided through the online channel may be processed by the external third party, as data processor, in accordance with the provisions of Article 6 of Law 2/2023, of 20 February, regulating the protection of persons who report regulatory infringements and the fight against corruption.

No international data transfers are foreseen by assignment or processing order.

## **7. RIGHTS OF DATA SUBJECTS**

Informants have the right to access their personal data, as well as to obtain the rectification of inaccurate or incomplete personal data, to request the deletion of their personal data and to request the restriction of processing, by sending a letter to the postal address indicated above or to the email address, **canalètic@zfbarcelona.es** at any time and free of charge. In addition, you will have the right to lodge a complaint with the <https://apdc.cat/gencat.cat/en/inici/>, if you consider that there has been a breach of data protection legislation regarding the processing of your personal data.