



## **PRIVACY NOTICE – WHISTLEBLOWING in accordance with Articles 13 and 14 of Regulation (EU) 2016/679 (GDPR) and the Protected Disclosures (Amendment) Act 2022**

Shanahan Engineering Limited with registered office at The Glasshouses, Blackrock, Frascatti Hall, Sweetman's Avenue, Blackrock, Co. Dublin A94 F9N7 (Shanahan Engineering), as the data controller (the Controller), provides the following information regarding the processing of personal data in the context of the management of reports in accordance with the procedure adopted under the Protected Disclosures (Amendment) Act 2022 (the Irish Whistleblowing Act).

The data subjects of the personal data processing include the reporting person, the person involved in the report, the facilitator, and other individuals mentioned in the report or in the documentation connected to it (together referred to as the Data Subjects).

### **CATEGORIES OF PERSONAL DATA**

The Controller processes personal data contained in the received report or in documentation attached and/or collected while managing and verifying the reports themselves. This includes, for example, identification data, contact data, data related to employment or collaboration relationship, and any financial information.

If the report concerns one or more categories of special data (data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or union membership, as well as genetic data, biometric data intended to uniquely identify an individual, data related to health or the sexual life or orientation of the person) or relates to criminal convictions or offenses, the Controller processes the data in compliance with Articles 9 and 10 of the GDPR and Article 18 of the Irish Whistleblowing Act.

### **PURPOSES, LEGAL BASIS OF PROCESSING, AND DATA RETENTION**

The Controller processes the data of the Data Subjects for the following purposes:

- Management and verification of the report in accordance with the Whistleblowing Procedure

The legal basis for processing is the fulfillment of a legal obligation to which the Controller is subject (Article 6 (1) letter c) of the GDPR).

The processed data is retained for the time necessary and proportionate for the processing of the report. In case of initiation of disciplinary and/or judicial proceedings following the verifications, the data is retained for the entire duration of such proceedings and statutory appeal periods.

- Purposes related to the protection of rights

The Controller may process the data of the Data Subjects to protect its own rights or to take legal action, including asserting claims against the Data Subjects, and to prove that it has responded to any requests to exercise one or more rights listed hereafter

The legal basis for processing is the pursuit of the Controller's legitimate interest in protecting its rights (Article 6 (1) letter f) of the GDPR).

The data is retained for the duration of the relevant proceedings and in any case not longer than the time necessary by the Controller for the protection of its rights, including any relevant statutory (appeal) periods (Article 5 (1) letter c) and e) of the GDPR).

- Fulfillment of legally binding requests



The data may be processed to fulfill a legal obligation and/or measures or requests from competent authorities, including supervisory authorities.

The legal basis for processing is the fulfillment of a legal obligation to which the Controller is subject (Article 6 (1) letter c) of the GDPR).

The data is retained for the entire duration of the proceedings before the competent authorities, including any relevant statutory (appeal) periods.

Should a report be judged wrongful or unfounded, the Controller will delete the personal data connected to the report as soon as practically possible.

#### **DATA PROCESSING METHODS**

Regarding the described purposes, the processing of personal data takes place in full compliance with the principles established by the GDPR, such as the principles of lawfulness, fairness, and transparency, integrity, and confidentiality, and may also be carried out through automated methods, such as through the development and use of applications, platforms, and other tools, including proprietary ones.

Personal data is collected by the Controller from the Data Subjects for the processing of the report for the purposes of the whistleblowing procedure and may be updated and/or supplemented based on publicly available information and/or collected from the Data Subjects, always in compliance with applicable regulations.

#### **RECIPIENTS DATA**

Personal data of the Data Subjects may be shared with:

- The provider offering the dedicated IT platform for reports.
- Individuals involved in the inquiry/investigation of the reported facts.
- Subjects, bodies, entities, or authorities to whom communication is mandatory under legal or regulatory provisions.

The subjects belonging to the above categories, if necessary, will be duly appointed, depending on the cases, as external data processors under Article 28 of the GDPR or authorised to process data under Article 29 of the GDPR. A list of appointed processors is available from the Controller.

#### **TRANSFER OF DATA TO THIRD COUNTRIES OR INTERNATIONAL ORGANISATIONS**

For the pursuit of the above-described purposes, the data of the Data Subjects may be transferred to countries outside the European Union and the European Economic Area (SEE).

If necessary, data transfers take place in compliance with applicable laws and, in particular: (i) based on "adequacy decisions" adopted by the European Commission; (ii) in the absence of an adequacy decision, based on "standard data protection clauses" and, if necessary, with the presence of "additional measures" ensuring a level of data protection equivalent to that established by European regulations; (iii) in the absence of "standard data protection clauses," based on one of the other "appropriate safeguards" provided by law (Article 46 of the GDPR).



## **RIGHTS**

Data Subjects have the right to exercise the following rights provided by Articles 15-22 of the GDPR:

- Obtain confirmation that personal data concerning them is being processed, even if not yet registered, obtain information about the processing and have access to the personal data.
- Obtain the rectification of inaccurate personal data concerning them without undue delay or the completion of incomplete personal data, also by providing a supplementary statement.
- Obtain the erasure of personal data concerning them.
- Obtain the restriction of data processing.
- Obtain the portability of data, meaning to transmit such data to another controller without hindrance, where the processing is based on consent, the performance of a contract, or pre-contractual measures, and the processing is conducted by automated means.
- Object at any time, for reasons related to their particular situation, to the processing of personal data for the legitimate interests of the Controller as above mentioned;
- Lodge a complaint with the Data Protection Authority.

There is an exception to the exercise of these rights when it could result in an actual and concrete prejudice to the protection of the confidentiality of the reporting person's identity. For example, the person involved or mentioned in the report cannot exercise these rights with respect to their personal data within the scope of the report, for the time and to the extent that this constitutes a necessary and proportionate measure.

## **CONTACTS**

For any needs related to the processing of personal data, including the exercise of rights, Data Subjects can contact the Controller via email at [dataprivacy@ethosenergy.com](mailto:dataprivacy@ethosenergy.com).