DENUNCIATION FORM

1. Is the denunciation anonymous?

**Yes ** **No**

1. **Do you require protective measures? (Does not apply in case of anonymous whistleblower)**

**Yes ** **No**

1. **Details of the person making the denunciation**

**(Does not apply in case of anonymous whistleblower, except mail for notification)**

| Names and surnames |  |
| --- | --- |
| Identity Card |  |
| Contact address |  |
| Phone | Fixed: | Cellular: |
| E-mail address\* |  |

**Note: It is suggested that the anonymous complainant provide an e-mail address that does not reveal his/her identity for the purpose of notifying the processing of his/her complaint.**

1. **Details of the person against whom the denunciation is made**

| Names and surnames |  |
| --- | --- |
| Position and/or area |  |

1. **Details of the facts that are the subject of the denunciation**



1. **Evidence attached**

| **1.** |
| --- |
| **2.** |
| **3.** |
| **4.** |

1. **Expression of commitment**

**(Does not apply in case of anonymous whistleblower)**

I undertake to remain at the disposal of the entity, in order to provide the necessary clarifications or provide further information to the entity, on the alleged facts that motivated the complaint filed.

I also declare that all information provided is true and can be verified.

|  |
| --- |
| **Signature\*** |
| **Date** |

**(\*) Not mandatory in case of anonymous reporting.**

Denunciations, which are formulated through this format are CONFIDENTIAL.

**Solution process:** All denunciations go through a process of analysis in order to establish whether they are appropriate or inappropriate, after which the respective response will be sent.