



VINCENZO SCARPETTA S.R.L.
OFFICINA MANUTENZIONE ED INSTALLAZIONE IMPIANTI DI CARBURANTE
 Sede operativa: Loc. Calabricito Ex stabilimento FIAT AVIO
 Lotto n°6 – 80011 Acerra (NA) TEL. 0818446694
 E-mail: info@scarpettaonline.it Sito Web: www.scarpettaonline.it
 Sede legale: Napoli (NA) Via Card. Guglielmo Sanfelice 33 CAP 80134
 CERTIFICATA: ISO 9001:2015 BS ISO 14001:2015 ISO 45001:2018
 CERTIFICATA: SA8000:2014



CAT Centro Assistenza Tecnica
 Rivenditore di ricambi ufficiali





Rivenditore di ricambi ufficiali 

     

Università degli Studi della Campania Luigi Vanvitelli

VINCENZO SCARPETTA S.R.L.

COMPANY FOR MAINTENANCE, CONSTRUCTION AND INSTALLATION OF FUEL SYSTEMS
Operational Headquarters: Loc. Calabricito Former FIAT AVIO Plant – Lot No. 6 – 80011 Acerra (NA)
Tel. +39 081 8446094 Mobile +39 348 1688528
E-mail: info@scarpettaonline.it
E-mail: info@scarpettaonline.it Website: www.scarpettaonline.it
Registered Office: Via Cardinale Guglielmo Sanfelice 33 – 80134 Naples (NA)

Purpose of the Procedure
<p>This procedure governs the methods through which employees, collaborators or third parties may report behaviors, acts or omissions that may constitute violations of legal provisions or the internal rules of the organization.</p> <p>The reporting system adopted by Vincenzo Scarpetta S.r.l. complies with the principles established by Italian Legislative Decree No. 24 of March 10, 2023 and aims to:</p> <p>promote ethical and transparent behavior, prevent unlawful acts or irregularities, ensure the protection of the reporting person</p>
Scope of Application
<p>This procedure applies to all reports concerning behaviors or situations that may constitute administrative, civil or criminal offenses.</p> <p>Reports may also be submitted anonymously.</p>



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Reporting Methods

Dedicated email address:

vincenzoscarpettasrlsa8000@outlook.it

Online reporting form: An online form for collecting reports is available on the company website www.scarpettaonline.it. The form allows the description of the reported facts and the submission of any elements useful for their evaluation. Suggestion and reporting box:

At the company's operational headquarters there is a box where reports and/or suggestions may be submitted, including anonymously.

Management of Whistleblowing Reports

Reports are analyzed in order to verify their relevance to the scope provided by this procedure. The following are not considered admissible reports: information that is clearly unfounded and not adequately detailed, reports concerning the management of the employment relationship with the reporting person. The reporting person may remain anonymous. The management of reports deemed relevant must take place within 7 days through verification of the facts and, in case of confirmation of wrongdoing, reporting the matter to the competent authorities and to the company's governance and supervisory bodies.

Confidentiality Protection and Data Processing

The identity of the reporting person and any information that could allow their identification are treated with the utmost confidentiality. The reporting person may remain anonymous. Such information may only be processed by the individuals responsible for managing the report, who are bound by strict confidentiality obligations. The reporting person cannot be subject to any form of retaliation, including dismissal or suspension if they have an employment relationship with the company. The processing of personal data connected to the management of reports is carried out by Vincenzo Scarpetta S.r.l. in compliance with European and national regulations on personal data protection through the appointed responsible persons.



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Documentation related to reports is kept for the time necessary for their management and in any case for a period not exceeding 10 years, unless otherwise required by the competent authority for reasons related to the investigation and management of the reported offense.

Analysis of Reports

During the investigation, the appointed Manager must, based on the mandate received: Collect information: through interviews with people involved or informed about the facts. Acquire documentation: by analyzing company documents useful for reconstructing events. Collect testimonies: from individuals who, due to their role or circumstances, may provide useful elements. Based on the information collected, the Manager proceeds with the evaluation and management of the reports.

Disciplinary System

If responsibilities of company personnel are established, disciplinary measures provided for by current legislation and the applicable national collective labor agreement (CCNL) may be applied. If the violation concerns external parties (suppliers, consultants or collaborators), the company may adopt the contractual measures provided by the Italian Civil Code, including termination of the contract and possible claims for damages.