

Data Protection

1. Soares & Neto, Lda. (hereinafter **Hotel Dom José**), with headquarters at Hotel D. José - Avenida Infante de Sagres, 143, 8125-175 Quarteira (Portugal) and VAT Number 501244336, is the data controller.
2. If you do not wish to make an anonymous report, please note that any personal data that may be collected will be used to follow up and analyse the report made, based on legal obligations to which **Hotel Dom José** is subject to.
3. All personal data collected under the report's management will be processed with regard to the confidentiality guarantees provided for in the legislation applicable to the protection of whistleblowers (namely, Law No. 93/2021 of 20 December) and personal data protection (namely, Law No. 58/2019 of 8 August and the General Data Protection Regulation).
4. If you do not wish to identify yourself, you may submit the report anonymously using the means provided for this purpose. To do so, simply do not identify yourself when making the report.
5. The data collected will be kept for the same period as the reports – five (5) years – after which it may be deleted and/or anonymised, without prejudice to the need to keep it for a longer period due to pending legal or administrative proceedings relating to the report.
6. The personal data of the several subjects involved in the reporting process will be stored confidentially and securely, taking into account the technical and organisational security measures deemed appropriate for this purpose, with access limited to the team responsible for managing reports. Notwithstanding, they may be communicated to the competent authorities for the purposes of investigating reports. In addition to this communication, personal data (namely, identification data) may also be disclosed to other entities when there is a legal obligation that so requires or by court order.
7. You may exercise your statutory rights (access, rectification, erasure, restriction, objection, portability) by contacting us in writing at the following email: dados@hoteldomjose.com, notwithstanding the right to lodge a complaint with the competent supervisory authority (www.cnpd.pt). However, please note that the exercise of these rights may be limited on the grounds of protecting the parties involved and for the purposes of the prevention, investigation, detection, or prosecution of criminal offences.
8. You can obtain more information about how your data will be processed by emailing dados@hoteldomjose.com or by reading the **Hotel Dom José** Whistleblowing Policy.