

Information Notice

WEB SITE PERSONAL DATA PROTECTION LAW INFORMATION DISCLOSURE TEXT AND PRIVACY STATEMENT

WHAT IS PERSONAL DATA? According to the Law No. 6698 on Protection of Personal Data (hereinafter referred to as the "Law" or "KVKK" within this text), personal data refers to any kind of information related to an identified or identifiable natural person ("Personal Data"). A special type of personal data, Special Qualified Personal Data, is defined by the Law on Protection of Personal Data as "data on individuals' race, ethnic origin, political opinion, philosophical belief, religion, sect, or other beliefs, appearance and dress, membership in associations, foundations or unions, health, sexual life, criminal conviction, and security measures, as well as biometric and genetic data", and it is stated that these data can only be processed with the explicit consent of the data subject. The explanations made for your Personal Data within this Privacy Statement also cover your Special Qualified Personal Data.

PRIVACY STATEMENT ÖZERSOYLAR FOREIGN TRADE INC. (hereinafter referred to as "Özersoylar") would like to provide some information to the candidate regarding the purpose, duration, method, and legal basis of processing the information provided by the candidate as the Data Controller within the scope of this registration form, which will be subject to some widely used personal data processing activities. If the participants consent to these processes, their personal data and special qualified personal data may be processed. All kinds of personal data and special qualified personal data provided will be processed in accordance with the relevant laws. It is regulated that the provisions of the Law will not apply if personal data are processed by the public institutions and organizations authorized by law for the purpose of carrying out preventive, protective, and intelligence activities aimed at ensuring national defense, national security, public security, public order, or economic security. In this context, as the Covid-19 virus, which affects the whole world and our country, threatens public security and public order, your personal data and special qualified personal data may be transferred to the Ministry of Health and authorized public institutions and organizations. All obligations and principles required by relevant legislation, especially the KVKK, will be complied with, and necessary security measures will be taken for the secure processing of your Personal Data.

WHAT PERSONAL DATA ARE PROCESSED? • Your name, date and place of birth, contact information, and qualifications (education, training courses, and internships), documents proving your identity and right to work, and other information listed in your resume; • If you log into the system using any other social media account: your profile information; • Records of communication in case you contact us; • Travel information (domestic and

international travel details and whether you have met someone who has recently returned from abroad); • Data obtained during your entry to the workplace by the company doctor or authorized health personnel for temperature measurements; • Details of any disabilities you may have and the arrangements that need to be made for you in the workplace; • Feedback about you from our employees and third parties; feedback you provide about others; • Corporate email communication flow and communication content for ensuring Özersoylar's and employees' order and legal security.

FOR WHAT PURPOSES IS DATA PROCESSED? • To comply with the requirements of the Labor Law, Occupational Health and Safety Law, Social Security Law, and all other relevant legislation: creating personnel files, making SGK (Social Security Institution) and İŞKUR (Turkish Employment Agency) notifications, ensuring entry and exit controls of employees, conducting occupational health and safety procedures, and implementing court decisions; • To fulfill the obligations of employment contracts: obtaining approval for leave, organizing leaves, conducting entry and exit procedures, making salary payments to employees, and conducting payroll processes; • To ensure the security of products and services provided by the company: ensuring the legal and commercial security of individuals with whom we have a business relationship, conducting development studies of products and services offered by the company by our business units, determining and implementing commercial strategies, and operating and implementing the company's human resources policies; • To protect public health and safety: conducting temperature measurements by the workplace doctor or authorized health personnel during the entry of you and your visitors to the workplace to prevent the spread of the Covid-19 virus, and to mitigate its effects, and obtaining information about your domestic and international travel details and whether you have met someone who has recently returned from abroad; • To ensure effective conduct of business by Özersoylar and to protect you from legal and criminal liabilities you may encounter: ensuring control of information flow within the company, protecting you from legal and criminal liabilities arising from your actions, and within the scope of your right to demand the freedom of communication and protection of personal data, Özersoylar may supervise any communication tools made available to you within the management authority of Özersoylar for legitimate and legal reasons such as measuring efficiency in the workplace and security concerns; • To ensure the order and legal security of Özersoylar and employees: ensuring effective conduct of business and control of information flow, protecting the employee from criminal and legal liabilities arising from their actions, and protection from such liabilities, limited to the management authority of Özersoylar and ensuring the order and security of the workplace, including communication flows and communication content of communication tools made available to the employee.

In addition, we may process your Personal Data without obtaining your explicit consent in accordance with the exceptions permitted by the KVKK, such as processing Personal Data within the scope of the KVKK without requiring your explicit consent (KVKK Articles 5.2 and 6.3). Furthermore, we may process Personal Data that you have publicly disclosed through Social Media or similar channels within the scope permitted by the KVKK without requiring your consent again

DATA PROCESSING PERIOD: The data will be processed in accordance with the mandatory periods stipulated in the legislation concerning the protection of Personal Data, including the KVKK (Personal Data Protection Law), and other relevant legislation, and in any case, as long as the above legitimate purposes remain valid.

TRANSFER OF YOUR PERSONAL DATA TO THIRD PARTIES AND/OR ABROAD: With your explicit consent, as required by Article 4, paragraph two of the KVKK, transfers for transactions to be made based on Article 5.1 and Article 6.2 may transfer your Personal Data to third parties (our company partners, companies owned by our partners, our subsidiaries, our customers, our suppliers, our consultants, including companies or individuals with whom cooperation is made) in accordance with Articles 8 and 9 of the Law, domestically and abroad.

In addition, within the scope of exceptional transactions that do not require your explicit consent under Article 4, paragraph one of the KVKK, your Personal Data may be transferred domestically and abroad to other relevant parties and competent institutions where transfer is necessary for the purposes determined in accordance with Article 5.2 and Article 6.3 of the KVKK.

YOUR RIGHTS ARISING FROM THE LAW REGARDING YOUR PERSONAL DATA AND OUR SUPPORT AS THE DATA CONTROLLER: In accordance with Article 11 of the KVKK; by applying to Özersoylar, the Data Controller: a) Learning whether personal data is processed, b) Requesting information if personal data has been processed, c) Learning the purpose of processing personal data and whether they are used appropriately for that purpose, d) Knowing the third parties to whom personal data are transferred at home or abroad, e) Requesting correction of personal data if it is incomplete or incorrect, f) Requesting deletion or destruction of personal data within the framework of the conditions stipulated in Article 7, g) Objecting to the occurrence of a result against the individual by the sole analysis of processed data through automated systems, h) Demanding compensation if personal data is processed unlawfully due to damage suffered.

In this context, by creating your requests regarding these rights in accordance with the conditions determined by the Personal Data Protection Board, you can email us at your registered email address at info@ozersoylar.com, or contact us through our website.

In addition, they can be delivered to our Company with a wet signed petition or sent via a notary. Accordingly, as the data controller Özersoylar, within a maximum of 30 (thirty) days from the receipt of written applications containing the requests mentioned above, written or electronic returns will be provided to the relevant person, ensuring that the necessary procedures are carried out.

Applications will be free of charge unless a fee schedule is published by the Personal Data Protection Board. This notification may be revised if necessary. We will publish any significant revisions made in this notification by appropriate notifications through our website or other communication channels to contact our users. If you want additional information about this Information Text and Privacy Notice, or if you want to contact the Group Data Protection Officer and the local Privacy Manager and submit your requests, please email info@ozersoylar.com. I have read the Information Text and Privacy Notice and, in light of the above information, I hereby confirm my consent to the processing of my personal data.