

CFN KİMYA SAN.VE DIŞ TİC.A.Ş.

DISCLOSURE TEXT OF EMPLOYEE CANDIDATES

As CFN Kimya San. ve Dış Tic. A.Ş. (“**CFN Kimya**” veya “**Company**”);

We use and process your name, surname, CV, e-mail address and other Personal Data, including but not limited to the following purposes;

- Examination of your job application,
- Determination of the number of applicants for statistical purposes,
- Storing in human resources unit for classification purposes,
- Conducting job application processes and interviews

Your personal data is collected verbally, in writing, or electronically via automated or non-automated means through human resources office for the legal reason for the implementation and enforcement of our Company's human resources policies. Your collected personal data will be processed within the framework of the conditions and purposes for processing personal data outlined in Article 5 and Article 6 of the PPD Law and human resources policies of our Company such as evaluating your job application request, compliance with the relevant position and contacting about operation.

As personal data subjects, we hereby declare that you are entitled to the following rights, set forth under Article 11 of the Law;

- To learn whether your personal data are being processed,
- To request information if your personal data have been processed,
- To learn the purpose of the processing of your personal data and whether they have been used accordingly,
- To learn which third parties domestic or abroad your personal data has been transferred to,
- To request rectification in case your personal data has been processed incompletely or inaccurately and to demand the operations in this regard be reported to third parties your personal data has been transferred to,
- To demand the erasure or destruction of your personal data in case the reasons necessitating the processing have disappeared even though it was processed in accordance with the Law and other relevant provisions and to demand the operations in this regard be reported to third parties your personal data has been transferred to,
- To object the occurrence of any consequence that is to your detriment by means of analysis of personal data solely through automated systems,
- To demand compensation for the damages

Pursuant to paragraph 1 of Article 13 of the PPD Law and the Communiqué Regarding the Application Procedures and Principles for Data Collector, personal data owners can submit their requests related to their rights above, to our Company personally, through a notary or certified mail to Demirciler Osb Mah. Murat Yıldırım Cad. No: 3/3 Dilovası/Kocaeli or filling the form and electronically by signing the form with secure electronic signature, mobile signature or registered mail address and forwarding the form to the address humanrecources@cfnkimya.com

If the personal data owner forwards their request to our Company, our Company will finalize the said request within 30 days at most, depending on the nature of the request. If the action the data owner requests necessitates an extra fee, the data owner may need to pay the fee defined in the tariff determined by the Board.

Our Company may accept an application or reject an application by explaining the reason. Our company notifies the answer to the person in writing or electronically. In case the request in the application is accepted, our Company will fulfill its requirement and provide additional information.

In case the application is rejected, the answer is insufficient or the application is not answered in due time; The personal data owner has the right to complain to the Board within thirty and, possibly, within sixty days from the date of application.