

DISCLOSURE TEXT REGARDING PROCESSING OF PERSONAL DATA

INTRODUCTION

Here at CFN Kimya San. ve Dış Tic. A.Ş. (“**CFN Kimya**” or “**Company**”) as an EPS production company, we take the utmost care when it comes to the security of your personal data. Therefore, the Company places great importance on the processing and protection of all types of personal data belonging to individuals connected with the Company, including those who take advantage of our services and products, in accordance with Protection of Personal Data Law 6698 (“**PPD Law**”). We process your personal data in accordance with the guidelines described below and stipulated by legislation fully aware of our responsibility as Data Controller.

1. DATA COLLECTION METHOD AND LEGAL PURPOSE

Purposes for Collecting and Processing Personal Data

Your personal data may vary depending on the service or business activity provided by our Company and may be gathered verbally, in writing, or electronically via automated or non-automated means through offices, branches, dealers, call centers, websites, social media channels, mobile applications, and similar means. Your personal data can be processed by creation or update as long as you are taking advantage of our Company’s products and services. Furthermore, when you use our call center or website for the purpose of using Company services when you visit our Company or website when you participate in training, seminars, or events organized by our Company your personal data may be processed.

Your collected personal data will be processed in order to provide the services offered by our Company in accordance with the purposes set out below and to fulfill its legal obligations fully and accurately in this context.

Regarding the purpose of our Company, Personal Data may be collected and processed, but not limited to:

- a.** Conducting a survey to ensure the quality of services and determining business strategies,
- b.** Verification and updating of our Personal Data records,
- c.** Including the provision of the services you ask; responding to your questions and requests,
- d.** Doing necessary studies on the services provided by our company which is carried out by our business units,
- e.** Ensuring the legal and commercial security of people who have a business relationship with our company,
- f.** Execution of our company's human resources policies,

In addition, Personal Data may be processed within the personal data processing conditions and purposes specified in Articles 5 and 6 of the PPD Law.

2. TO WHOM AND FOR WHAT PURPOSES PROCESSED PERSONAL DATA CAN BE TRANSFERRED

Our Company may transfer Personal Data to third parties in the following ways:

- a.** Our business departments perform the work required for you to benefit from the products and services offered by our Company or our business partners which are legal or natural persons,
- b.** Recommending the customized products and services offered by our Company or our business partners which are legal or natural persons according to your likes, usage habits, and needs,
- c.** Ensuring the legal and commercial security of people (administrative operations for communication carried out by our Company, ensuring the physical security and control of the locations of the company, business partner/customer/supplier (authorized person or employees) evaluation processes, business reputation research processes, legal compliance process, audit, financial affairs, etc.) who have a business relationship with our company,
- d.** In accordance with the laws in force or in response to a case notification or an official institution's order,
- e.** Determination and implementation of our company's commercial and business strategies,
- f.** Ensuring the execution of our Company's human resources policies,
- g.** Transfer in connection with a change of ownership or control, including the merger or acquisition of any or all the company's commercial assets,
- h.** Personal Data may be transferred within the framework of personal data processing conditions and purposes specified in Articles 8 and 9 of the PPD Law.

Our Company stored the Personal Data it processes correctly and up-to-date, in line with the methods stipulated in the relevant legislation and Board decisions. Our company will erase or destroy the Personal Data ex officio or upon the request of the person concerned, in case the reasons requiring its processing purposes disappear.

3. PERSONAL DATA SUBJECT RIGHTS SPECIFIED IN ARTICLE 11 OF THE PPD LAW

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

- a.** To learn whether your personal data are being processed,
- b.** To request information if your personal data have been processed,
- c.** To learn the purpose of the processing of your personal data and whether they have been used accordingly,
- d.** To learn which third parties domestic or abroad your personal data has been transferred to,

- e. 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,
- f. 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,
- g. To object the occurrence of any consequence that is to your detriment by means of the analysis of personal data solely through automated systems,
- h. To demand compensation for the damages.

4. APPLICATION PROCEDURE FOR DATA COLLECTOR

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 a secure electronic signature, mobile signature or registered mail address and forwarding the form to the address humanresources@cfnkimya.com. If the personal data owner forwards their request to our Company, our Company will finalize the said request within thirty days at most, depending on the nature of the request. If the action the data owner requests necessitate 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.

5. SCOPE

This Disclosure Text Regarding Processing of Personal Data covers the terms and conditions of the CFN Kimya Policy on The Protection and Processing of Personal Data published on the website by CFN Kimya.

6. QUESTIONS AND CLAIMS

If you have any questions or concerns regarding this Disclosure Text Regarding Processing of Personal Data and its application, you can contact us via humanresources@cfnkimya.com.

CFN KİMYA
SAN. VE DİŞ TİC. A.Ş.