

CORPORATE GENERAL CLARIFICATION TEXT ON PROCESSING OF PERSONAL DATA

As TAYRAŞ Baz Yağ Rafineri A.Ş. ("TAYRAŞ") we have prepared this clarification text in order to inform you, our Visitors, Online Visitors, Customers, Potential Customers, Supplier Employees and Supplier Executives regarding the processing, storage and transfer of your personal data within the framework of the Personal Data Protection Law No 6698 ("KVKK") and its activities arising from relevant legislation and legal regulations.

1) What Are the Personal Data Categories We Process and For What Purposes Do We Process Them?

Your personal information can be processed by TAYRAŞ Baz Yağ Rafineri A.Ş. according to article 4.2 of KVKK in accordance with the principles of

- (i) Being in conformity with the law and good faith,
- (ii) Being accurate and when necessary, up to date,
- (iii) Being processed for specified, explicit, and legitimate purposes,
- (iv) Being relevant, limited and proportionate to the purposes for which data are processed,
- (v) Being stored only for the time designated by relevant legislation or necessitated by the purpose for which data are collected

within the scope of our ongoing business relations with our business partners, it can be processed for the following purposes (it is possible for one person to fall into multiple categories).

A. Our Visitors

Identification information (e.g. name, surname) of our visitors;

- a) creating and tracking visitor records,

B. Our Online Visitors

Transaction security information (e.g. your IP address information), marketing information (e.g. cookie records) and (if you provide us with them*) identification information, contact information (e.g. your e-mail address) of our online visitors using our website will be processed for the following purposes;

- a) conducting activities in accordance with the legislation,
- b) execution of information security processes,
- c) tracking of requests / complaints,
- d) conducting communication activities,
- e) providing information to authorized persons, institutions and organizations,
- f) access to our website via the Internet.

C. Our Supplier Employee

Identification information, contact information of our supplier employees will be processed for the following purposes;

- a) conducting communication activities,
- b) execution / audit of business activities,
- c) conducting supply chain management processes,
- d) conducting logistics activities,
- e) conducting activities in accordance with the legislation,
- f) conducting occupational health / safety activities.



- To be able to ascertain whether you have a situation that may interrupt your work during the employment contract and ensure compliance with Article 75 of the Military Penal Code no. 1632.

1. By Which Method And On What Legal Grounds Do We Process Your Personal Data?

The personal data in question are processed automatically (e.g. making the data available to our system automatically on the internet) or non-automatically (e.g. taking note of any information indicated on the phone) based on your explicit consent to the extent (i) "it is essential for the data controller to fulfil its legal obligations", (ii) "the relevant processing is required for legitimate interests of the data controller provided that the fundamental rights and freedoms of the data subject are not impaired" and (iii) "it is necessary to process the personal data of the parties to a contract provided that any such processing shall be directly related to the execution or performance of the contract" in line with article 5 of the Law.

2. To Whom and For What Purposes Do We Transfer Your Personal Data?

Your personal data in question may be transferred to the judicial authorities or the relevant law enforcement authorities for the purpose of resolving legal disputes or upon request under the applicable regulations, to our group companies in order to employ you.

3. What Are Your Rights Regarding the Processing of Personal Data and How Can You Access These Rights?

You can forward your requests regarding your rights set forth in Article 11 of the KVKK to TAYRAŞ in writing or through the use of registered electronic mail (REM) address, secure electronic signature, mobile signature or electronic mail address duly informed to the data controller by the data subject and registered in the data controller's system in line with Article 5 of the "Communiqué on Principles and Procedures Regarding Applications to Data Controllers". An application form that you can use has been published on our website in order to inform you and provide convenience for you.