

PERSONAL DATA PROTECTION NOTICE

INFORMATION NOTICE ON THE PROCESSING OF PERSONAL DATA

1. Data Controller

Pursuant to the Personal Data Protection Law No. 6698 ("KVKK"), your personal data is processed by **Kalıpyansan Standart Kalıp Elemanları Sanayi ve Ticaret Anonim Şirketi** in its capacity as the data controller.

KALIPYANSAN Standart Kalıp Elemanları Sanayi ve Ticaret A.Ş.

Address : TOSB - Taysad Automotive Supplier Industrial Park, 1. Cadde, 12. Sok., No:10 Çayırova / Kocaeli, Turkey

Phone : +90 262 658 9540

MERSIS No : 49262460800001

Registered E-mail (KEP) : kalipyansan@hs01kep.tr

2. Purpose

Law No. 6698 regulates the protection of fundamental rights and freedoms of individuals, particularly the right to privacy, in the processing of personal data, and sets forth the obligations and procedures to be followed by real and legal persons processing such data.

Within this scope, our aim is to demonstrate the importance our Company attaches to the privacy of its customers, to protect confidentiality, to determine the rights granted under the Law, and to ensure transparency in the processing of personal data.

3. Scope

This Information Notice on the Processing of Personal Data has been prepared by Kalıpyansan Standart Kalıp Elemanları Sanayi ve Tic. A.Ş. and covers all data subjects whose personal data is processed, including:

- Company customers
- Potential customers
- Job applicants
- Suppliers and supplier representatives
- Business partners
- Shareholders
- Visitors to the company and its website
- Natural persons in contractual or commercial relationship with the Company

This text explains the procedures and principles regarding:

- Collection
- Recording
- Storage
- Updating
- Transfer
- Classification
- Use in line with processing purposes
- Deletion, destruction, or anonymization

This notice sets forth the fundamental principles adopted by Kalıpyansan Standart Kalıp Elemanları Sanayi ve Tic. A.Ş., in its capacity as data controller, in accordance with Law No. 6698 and related secondary legislation.

4. Definitions

- **Law (KVKK):** Personal Data Protection Law No. 6698
- **Company:** Kalıpyansan Standart Kalıp Elemanları Sanayi ve Ticaret A.Ş., established under the Turkish Commercial Code
- **Explicit Consent:** Freely given, specific, and informed consent
- **Anonymization:** Rendering personal data incapable of being associated with an identified or identifiable natural person
- **Personal Data:** Any information relating to an identified or identifiable natural person (e.g., name, surname, Turkish ID number, contact and financial information)
- **Special Categories of Personal Data:** Data listed under Article 6 of KVKK, including race, ethnic origin, political opinion, philosophical belief, religion, health data, biometric and genetic data
- **Data Subject:** Natural persons whose personal data is processed
- **Data Controller:** The person or legal entity determining the purposes and means of processing personal data
- **Data Processor:** A person or entity processing personal data on behalf of the data controller
- **Data Recording System:** Any recording system where personal data is structured according to specific criteria
- **Processing of Personal Data:** Any operation performed on personal data such as collection, recording, storage, modification, disclosure, transfer, classification, or prevention of use
- **VERBIS:** Data Controllers' Registry Information System
- **Board:** Personal Data Protection Board
- **Authority:** Personal Data Protection Authority
- **Destruction:** Deletion, destruction, or anonymization of personal data
- **Policy:** Company policies and procedures regarding protection, storage, and destruction of personal data

5. Personal Data Processed

Personal data processed by our Company may include, but is not limited to:

- Identity Information
- Contact Information
- Customer Transaction Information
- Financial Information
- Legal Transaction Information
- Transaction Security Information (IP address, logs)
- Physical Security Information (CCTV, entry-exit records)
- Human Resources Data
- Website Usage Data
- Request and Complaint Information

6. Purposes of Processing Personal Data

Your personal data is processed for the following purposes:

- Conducting commercial activities in compliance with legislation
- Establishment and execution of contracts
- Customer relationship management
- Finance, accounting, and invoicing
- Human resources processes
- Fulfillment of legal obligations
- Compliance and audit activities
- Information security processes
- Evaluation of requests and complaints
- Internal company operations

- Provision of website services

7. Method and Legal Basis for Collection

Your personal data is collected through:

- Contracts
- Written and electronic forms
- Website
- E-mail and phone communications
- Camera systems

Personal data is processed based on Articles 5 and 6 of KVKK under the following legal grounds:

- Explicitly stipulated by law
- Necessary for the establishment or performance of a contract
- Fulfillment of legal obligations
- Protection of rights
- Legitimate interests of the Company
- Explicit consent
- Data made public by the data subject

8. Transfer of Personal Data

Your personal data may be transferred in accordance with Articles 8 and 9 of KVKK to:

- Authorized public institutions
- Audit firms
- Legal and financial advisors
- Banks and financial institutions
- Service providers
- IT service providers

9. Retention Period

Personal data is retained for the duration specified in relevant legislation or as long as required for the processing purpose.

When the reasons requiring processing cease to exist, personal data is deleted, destroyed, or anonymized in accordance with KVKK and related legislation.

10. Your Rights Under KVKK

Pursuant to article 11 of KVKK, you have the right to:

- Learn whether your data is processed
- Request information
- Learn the purpose of processing
- Know third parties to whom data is transferred
- Request correction
- Request deletion or destruction
- Object to automated decision-making
- Claim compensation for damages

11. Fundamental Principles

The Company processes personal data in accordance with:

- Lawfulness and fairness
- Accuracy and up-to-date status
- Specific and legitimate purposes
- Relevance, proportionality, and limitation
- Retention for the required period

Necessary administrative and technical measures are taken to protect personal data.

12. Personal Data Breach

The Company considers unauthorized access, disclosure, loss, alteration, or acquisition by unauthorized persons as a personal data breach.

In case of a breach, the Personal Data Protection Board will be notified without delay, and data subjects will be informed if there is a serious risk.

13. Application Method

You may submit your requests regarding your rights in writing or through other methods determined by the Personal Data Protection Board.

14. Explicit Consent Declaration

I hereby declare that I give my explicit consent freely for the processing of my personal data for performance, analytics, and marketing cookies by KALIPYANSAN Standart Kalıp Elemanları Sanayi ve Ticaret A.Ş.

- I give explicit consent
 I do not give explicit consent

15. Privacy Policy

PRIVACY AND SECURITY POLICY

KALIPYANSAN Standart Kalıp Elemanları Sanayi ve Ticaret A.Ş. undertakes to protect the privacy and security of personal data of website visitors.

Data Security

- Unauthorized access is prevented
- Technical and administrative measures are implemented
- Data is stored in compliance with legislation

Third Parties

Personal data is not shared with third parties except where legally required.

Changes

This policy may be updated when necessary and published on the website.