

..... (Company) DISCLOSURE STATEMENT FOR VISITORS ON THE PROTECTION OF
PERSONAL DATA

The Identity of the Data Controller As (the "Company"), registered at Trade Registry Office with registration number and carrying out business at the address....., we, in our capacity as the data controller, provide the following issues for your information within the scope of our disclosure obligation to ensure us to act in accordance with the Law no. 6698 on the Protection of Personal Data ("Law") for the personal data we obtain from our visitors. In addition to this disclosure statement, we recommend you review the other documents prepared within the scope of the Law as well, which are available atcom.tr

Under all circumstances the personal data you provide to us and stated below; within the scope of our legal relations, your personal data we obtain in the following ways depending on the situation,

-Within the framework of the purpose that requires processing and in connection with this purpose, in a limited and measured manner,

-Protect the personal data which you inform us update form,

-Processing of personal data” means any operation which is performed on personal data, wholly or partially by automated means or non-automated means which provided that form part of a data filing system, such as collection, recording, storage, protection, alteration, adaptation, disclosure, transfer, retrieval, making available for collection, categorization, preventing the use thereof,

WHICH PERSONAL DATA WE PROCESSES

The personal data’s which mention below, processing under the personal data protection law

1. Identification Data: Name and surname, identify information, signature data
2. Communication Data: -E mail address, Firm information, Phone number
3. Vehicle Data: License plate
4. Visual Data: Camera record
5. Process Security: Wireless network services and recording access pages

YOUR PERSONAL DATA IN WHICH WAY AND WHAT PURPOSE THE PROCESSED

We obtained your personal data by us in accordance with the law by (Company) in following ways and for legal reasons, without damaging your rights within the scope of the legitimate interests of (Company)

THE METHODS OF DATA COLLECTIONS

Data Your personal data may be processed and transferred by or through the Company, by automatic or non-automatic.

- Physical Method (By documents)
- NVR/DVR closed loop camera record system

LEGAL PURPOSES

- The Law No 6698 Personal Data Protection Law Article 5-6
- The Law of Obligation
- The Law no 6331 Occupational health and safety training
- Regulation on Health and safety measures to be taken in the workplace building and additions
- The Law No 5651 the Law on the organization of publications made in the internet environment and the fight against crimes committed through these publications.

The Purposes of Data Processing

- Execution of emergency management processes
- Information security processes
- Conduct of ethic and audit activities
- Execution of access Powers
- Providing physical space safety
- Giving information to authorized persons, organizations and institutions
- Following visitor's/visitors' registrations
- Visitor conformations
- Statistical purpose for calculate visitors' cellular phone numbers.

PERSONAL DATA STORAGE PERIOD

- 2 YEARS (Physical and digital data)

THE RIGHTS OF DATA SUBJECT PURSUANT TO ARTICLE 11 OF THE LAW,

Visitors whose personal data is processed may apply to the Company and make requests for the following:

To learn whether his personal data are processed or not.

- To request information if their personal data are processed.
- To learn the purpose of data processing and whether this data is used for intended purposes.
- To know the third parties to whom their personal data is transferred at home or abroad.
- To request the rectification of the incomplete or inaccurate data, if any.
- To request the erasure or destruction of their personal data if the reasons requiring the processing of the personal data are no longer applicable.
- To request the notification of such circumstances or correction to third parties to whom the personal data has been transferred.
- To object to the processing, exclusively by automatic means, of their personal data, which leads to an unfavorable consequence for the data subject.
- To request compensation for the damage arising from the unlawful processing of their personal data.

You can submit your requests related to your above-mentioned rights to the Company by completing the "Personal Data Subject Application Form", available at com.tr and by using one of the following means:

- In person upon verification of your identity at the address, or
- Via e-mail to the Company's e-mail address (Registered e-mail address REM) by using your registered e-mail (KEP) address, secure electronic signature, mobile signature, or your e-mail address that has been previously notified to the data controller and that is recorded in the data controller's system.

Your applications will be concluded in accordance with Article 13 of the Law as soon on as possible and within thirty days at the latest depending on the nature of your request