

## **KABLOMAR KABLO HAMMADELERİ SAN. ve TİC. LTD. ŞTİ.**

### **Information Text on the Processing of Personal Data**

Dear Visitor, We would like to inform you per the Law on Protection of Personal Data.

Per the Personal Data Protection Law numbered 6698 ("PDP Law"), your personal data, including any information that makes your identity specific or identifiable and your personal data of special nature, may be processed by KABLOMAR KABLO HAMMADELERİ SAN. and TİC. LTD. ŞTİ. ("Company").

The processing of personal data refers to all kinds of operations performed on the data, such as obtaining, saving, storing, preserving, changing, rearranging, disclosure, transfer, classification or preventing the use of personal data.

The protection of your personal data is of vital importance to us. We want to inform you that we will take all necessary measures in this regard and continue to be extremely transparent.

### **Purposes of Processing Personal Data**

Your obtained personal data may be used for purposes such as ensuring legal and commercial safety of our Company and those in business relationship with our Company, carrying out service satisfaction activities for our current customers, carrying out communication activities, carrying out company, product and service loyalty activities, following up and executing legal affairs, handling training activities, managing organizations and activities, conducting processes regarding sales, marketing and purchasing, carrying out processes regarding campaigns, advertisements and promotions, performing processes regarding finance and accounting, performing and supervising logistics activities, carrying out business activities, performing internal auditing processes, conducting work safety and health activities, performing notification obligations to related/authorized public establishments (Courts, the Ministry of Finance, the Ministry of Labor and Social Security, the Ministry of Internal Affairs, etc.), ensuring that human resources policies of our Company is carried out, performing obligations to employees arising from labor contracts and the legislation, managing processes regarding information security and physical security, conducting archiving and storage activities, and ensuring that activities are carried out in accordance with the legislation.

### **Transfer of Your Personal Data**

Your data is processed for the purposes listed above. They are stored securely, and except for cases made obligatory by legal regulations, they are not shared with any third parties. Within the framework of legal bases and your consent, your Personal Data may be transferred to authorized establishments/institutions due to obligations arising from legislation such as TCL, TPL, Labor Law, WHS

Law, Law on Occupational Qualifications Authority, and Workplace Medicine Practice Regulations, to financial establishments in order to evaluate financial risks, to independent auditing companies to carry out auditing processes, to intermediary training companies for occupational training purposes, to our business partners and affiliates, to our shareholders, to our enterprise systems. To any domestic/international establishments, we receive support from in our business transactions.

### **Collection Method of Your Personal Data**

Our Company collects your personal data through different channels and for different legal reasons in order to perform and supervise our commercial and activities. In digital environments, your data is collected using electronic methods, while they are collected via documents in the physical environment. Within the scope of the performance of commercial activities, your personal data is obtained using a variety of sources, such as any declarations you make via Customer information forms, supplier information forms, contact information forms, purchase request forms, current card opening forms, other commercial documents, payment information, legal instruments, candidate application forms, complaint/request/contact forms and using oral or written methods, electronic methods whether wholly or partially automated or unautomated as a part of a data registry system, and via sources external to KABLOMAR KABLO HAMMADELERİ SAN. ve TİC. LTD. ŞTİ. , such as our domestic/foreign partners, establishments/institutions we are cooperating with as a part of a program, official establishments, and other third parties.

### **Your Rights as Stipulated by Article 11 of PDP Law:**

If you, as the owner of the personal data, send your requests regarding your rights via the methods set forth below in this Information Text, our Company will conclude the request free of charge within thirty days at the latest, depending to the nature of the request. However, if the Personal Data Protection Board stipulates a fee, the fee based on the tariff set by our Company will be charged.

In this context, you have the following rights regarding your personal data: a) to learn whether they have been processed or not, b) to request information if they are processed, c) to learn the processing purpose and whether the processing was done according to the purpose, d) to request information regarding domestic or foreign third parties the personal data were transferred to, e) to request amendments if the personal data were processed in a manner that is deficient or faulty and to request that third parties to whom the data was transferred to be informed regarding this process, f) to request the erasure and destruction of personal data if the circumstances that require them to be processed have ceased to be, even if they have been processed in accordance with the provisions of Law on PDP or other related legislation and to request that third parties to whom the data was transferred to be informed regarding this process g) to make objections to any results that might arise against one's self

as a consequence of the processing of one's personal data strictly through automated systems, h) to request indemnification of any damages that may arise as a result of the illegal processing of personal data.

#### **Data Supervisor and Relevant Person Information Request Methods**

As per the PDP Law, you can submit your request to use your rights stated above to our Company in writing or by other methods determined by the Personal Data Protection Board and through the channels specified below.

As a relevant person, you must submit your claims to our Company, in writing, by providing the necessary documents to identify your identity. In this context, in order to manage your applications to our Company within the scope of Article 11 of the PDP Law, we recommend that you use the "Relevant Person Information Request Form" document under the title of Protection of Personal Data at [www.cablemar.com](http://www.cablemar.com). Any document(s) that may be requested concerning your request and the documents that verify your identity must be delivered by hand or via mail.

Additionally, you can send your relevant personal information form to **kablomarkablo@hs01.kep.tr** using a secure electronic signature.