

CLARIFICATION STATEMENT ON THE PROTECTION OF PERSONAL DATA (CLIENT CANDIDATE)

As Data Controller, **BAK AMBALAJ SANAYİ VE TİCARET A.Ş.** (hereinafter referred to as **"We/The Company/Our Company"**) – which is registered with the İzmir Trade Registry Directorship (register no. 4050 with the İzmir-Hasan Tahsin Taxation Bureau (tax identification no. 1310079742), and located Atatürk Organize Sanayi Bölgesi 10002 Sokak No: 45 Çiğli/İZMİR – takes utmost care of and pays utmost attention to the safety of your personal data. As Data Controller, our practices are in accordance with The Law on Protection of Personal Data numbered 6698 (**"KVKK"**), regulations, notices and circulars published as part of it, in accordance with decisions, announcements and such secondary arrangements and applications made by the Protection of Personal Data Board (**"Board"**); and in accordance with the European Union General Data Protection Regulation (Reg. EU 2016/679) (**"GDPR"**).

With GDPR's "Expanded Territorial Scope" principle having been prepared and having been put into effect by the European Union (**"EU"**), even if a Data Controller does not have a presence within the EU, their activities are still within the scope of GDPR if the persons they demonstrate or sell a product or service to are present within the EU. In accordance with this, the personal data of our client candidates who are present within the EU are processed by Our Company and protected with adherence to KVKK and Articles 15-21 of chapter 3 of GDPR.

Therefore, we process your personal data as explained below, within the confines decreed by KVKK and GDPR.

a. The Personal Data that we Process

Your personal data that may be processed by us – business card supply directly from you or made public by you and provided to us from public sources as part of Our Company's employees' activity aimed at gathering information on client candidates – are as below:

Data Category	Personal Data
Identity	Name, Surname, Title
Contact	E-mail Address, Telephone Number

b. Purposes for Processing

Within the confines stated in KVKK and GDPR and with utmost respect for the law and the rules of honesty, the processing of your personal data will always be limited to, connected to and measured with the objectives below;

- To conduct communications with our clients,
- To conduct and oversee business operations,
- To conduct the sales process of products / services,
- To conduct customer relations processes,
- To conduct advertisement / campaign / promotion processes,
- To conduct the marketing processes of products / services.

c. Legal Basis for Processing and Transferring Personal Data

Your personal data are processed for the purposes described above, in accordance with clauses 8/2/a, 5/2/d and 5/2/f; which determine that personal data must have been made public by the data subject for it to be processed or that the processing of data is absolutely necessary for the lawful interests of the data controller.

Your personal data are processed in order to achieve the above-mentioned purposes, in accordance with GDPR's clause 6/1/f; based on the legal reason that the processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data or GDPR's clause 9/2/e; personal data are processed legally as processing relates to personal data which are manifestly made by public by the data subject. In accordance with GDPR's clause 14/2/f this statement is provided to you as it is the data controller's responsibility to disclose the source from which the personal data originate, and whether the data came from publicly accessible sources.

When necessary, your personal data can be transferred to proxies and representatives authorised by you, to miscellaneous official institutions such as regulatory and monitoring establishments, tribunals and enforcement directorships in addition to other public institutions and establishments which have authority to request your personal data.

d. Means of Personal Data Collection

Your personal data is obtained as a result of transmitting your business card to our Company personnel via automated or non-automated means, or by collecting your personal data made public by you via automated means from public sources by our Company officials.

e. Legal Rights of Data Subjects

To take advantage of your legal rights, you may apply to Our Company via KVKK at any time of your choosing;

- To learn if your personal data are being processed or not,
- To request information regarding your personal data that has been processed,
- To understand the processing purposes of your personal data and if they have been processed in accordance with stated purposes,
- To identify domestic and international third parties to which your personal data have been transferred,

- To request alterations if your personal data have been improperly or deficiently processed,
- To request the erasure or destruction of your personal data with accordance to Article 7 of KVKK,
- To request that third parties with which your personal data are shared be informed about processing conducted in relation to clauses (d) and (e) of Article 11 of KVKK,
- To object to outcomes occurring against your favour as a result of your personal data being analysed exclusively via automated means,
- In the vent that you suffer material or moral damage or loss to your person in any way as a result of your personal data being illegally processed, for these damages to be repaired and eliminated,

To convey your request in relation to your legal rights and KVKK – by completing the Application Form that we can provide, which must include the legally compulsory information described below – may we ask you to either post it to Our Company's registered address above via a notary or to send it via e-mail or secure electronic signature to Our Company's "bakambalaj@hs02.kep.tr" KEP address. If our company is to send a written response to requests within this scope, the first ten pages will be free-of-charge, after which a processing fee of 1 Turkish Lira will be requested for each additional page. In the event that Our Company's response is given an electronically recorded means such as a CD or flash drive, the processing fee that can be requested by Our Company will not exceed the price of the recording device or medium itself.

As part of your application which you will send in accordance with your legal rights as the data subject, and which will include your statements in regards to the specific rights that you request to take advantage of; the topic of your request must be clear and intelligible, must be about your own person, and if it is about another person, a proxy statement approved by a notary must be provided. In your applications; inclusion of a name-surname, a signature, a Republic of Turkey identification number, home or work address, e-mail address, telephone or fax number, and the topic of request are mandatory as part of the "Notice on the Process and Rules on Applications to Data Controllers". Applications which do not include the aforementioned elements will be rejected by Our Company and will not be processed.

In the event that your personal data are processed as part of GDPR you may apply to Our Company as part of the;

- Right of access by the data subject (GDPR Art. 15)
- Right to rectification (GDPR Art. 16)
- Right to erasure ("right to be forgotten") (GDPR Art. 17)
- Right to restriction of processing (GDPR Art. 18)
- Right to data portability (GDPR Art. 20)
- Right to object (GDPR Art. 21)

To take advantage of your rights, you may send an e-mail to Our Company's "info@bakambalaj.com.tr" e-mail address along with documents to prove your identity. Please keep in mind that we must process your data in order to fulfil your request and prove your identity.

The Company perpetually reserves the right to alter this clarification statement in accordance with reasons relating to KVKK, secondary arrangements, decisions made by the Board, and GDPR arrangements. Alterations made to the clarification statement, and the updated statement will take effect on the date that you are notified.