

DISCLOSURE TEXT ON THE PROTECTION OF PERSONAL DATA FOR VISITORS

The protection of personal data is among the most important priorities of Sistem Alüminyum A.Ş., and it strives to comply with all applicable legislation in this regard.

According to the Law No. 6698 on the Protection of Personal Data (“LPPD”), published in the Official Gazette No. 29677 dated April 7, 2016, which aims to protect the fundamental rights and freedoms of individuals, especially the privacy of private life, in the processing of personal data. We aim to inform you about your personal data processed by Sistem Alüminyum A.Ş. ("Sistem Alüminyum") with this Disclosure Text in accordance with the Communiqué on the Procedures and Principles to be followed in Fulfilling the Obligation of Lighting published in the Official Gazette dated March 10, 2018 and numbered 30356.

1. IDENTITY OF THE DATA CONTROLLER

Sistem Alüminyum has the title of "Data Supervisor" within the scope of “LPPD” and related regulations and you can reach us via the contact information given below.

Address : Akçaburgaz Mh. 3055. Sok. No:4 34522 Esenyurt / ISTANBUL

Phone : 0212 886 87 87

Fax :0212 886 53 29

E-mail : sistem@sistemaluminum.com.tr

2. PROCESSED PERSONAL DATA

Within the scope of your relationship with Sistem Alüminyum, your personal data below are processed;

1. Your Identity Information: Name, Surname, Mother - Father's Name, Date of Birth, Place of Birth, Marital Status, Identity Card serial number, TR identity number etc.
2. Your Contact Information: Address number, E-mail address, Contact address, Telephone number etc.
3. Physical Space Security: Visitor entrance and exit registration information, camera records, etc.
4. Transaction Security: IP address information, Internet site login and exit information, Password and password information, etc.
5. Vehicle Information: Vehicle Information (Plate, License etc.)

3. PURPOSE OF PROCESSING PERSONAL DATA

Your personal data obtained within the scope of your relationship with Sistem Alüminyum are processed for the following purposes;

Execution

- Informing Authorized Persons, Institutions and Organizations
- Creating and Tracking Visitor Records
- Execution of Emergency Management Processes
- Execution of Information Security Processes
- Ensuring Physical Space Security
- Execution of Access Authorities

4. TRANSFER OF PROCESSED PERSONAL DATA

In accordance with the additional regulations listed in Articles 8 and 9 of the Law and determined by the Personal Data Protection Board; If there are conditions to transfer personal data, personal data can be transferred domestically.

Transfer of personal data to third parties domestically, your personal data can be transferred by the Company in the presence of at least one of the data processing conditions specified under Article 5 and Article 6 of the Law and on the condition of complying with the basic principles of data processing. These data are shared with the Shareholders and Authorized Public Institutions and Organizations, if requested.

Personal data are not transferred to third parties abroad.

5. COLLECTION METHODS OF PERSONAL DATA AND LEGAL REASONS

Sistem Alüminyum, during the establishment of your legal relationship with our Company and during the continuation of the relationship in question, provides the above-mentioned purposes and services from you via telephone, e-mail, physical, written, verbal and electronic channels, as per the Law 3, 4, 5, It convenes in order to be delivered within the framework stipulated in the provisions of Articles 6 and 7.

6. RIGHTS OF THE PERSON WHOSE PERSONAL DATA IS PROCESSED

In accordance with the provisions of Article 11 of the law, you have the following rights as a relationship to your personal data.

- Learning whether personal data is processed,
- Request information if personal data has been processed,
- Learning the purpose of processing personal data and whether it is used for its purpose,
- Knowledge of third parties with whom personal data is transferred at home or abroad,
- Request correction if personal data is incomplete or incorrectly processed,
- Request deletion or destruction of personal data,
- Request that these transactions be notified to the third parties to whom the personal data was transferred in case of Correction, deletion or destruction of personal data,
- Objecting to the occurrence of a result against the person himself by analyzing the processed data exclusively through automated systems,
- Request removal of damages if personal data is damaged due to illegal processing.

7. IF YOU WANT TO CONTACT US FOR YOUR RIGHTS AND DEMANDS

In accordance with your legal rights provided for in accordance with the relevant law and other legislation, they can apply with an “GEN.FR.001 Personal Data Owner Application Form”.

They can apply with one of the 3 application forms defined below.

1. Applying directly to the applicant's company address below, proving their identity with the presentation of an ID card,
Company Address: Ergene-1 OSB Vakıflar OSB Mah. D100 Cad. No:13/1 59930 Ergene / TEKİRDAĞ
2. Applying through a notary or sending us a registered letter with a refund.
3. Applying via our company's email address (sistem@sistemaluminyum.com.tr)

As SİSTEM ALÜMİNYUM SAN. VE TİC. A.Ş., we respond to the applications received by us in accordance with Article 13 of the Personal Data Protection Law, no later than 30 days by the method of receiving the answer chosen by the applicant.

In this context, if the applicant's application information is not accurate or has not been able to provide the reason for the application in detail and clearly or has not been able to submit the documents requested by SİSTEM ALÜMİNYUM SAN. VE TİC. A.Ş., SİSTEM ALÜMİNYUM SAN. VE TİC. A.Ş. will be responsible for the applicant's failure to respond to the application.

8. STORAGE AND DISPOSAL OF PERSONAL DATA

Sistem Alüminyum maintains personal data in accordance with the period required for the purpose for which they are processed and the minimum periods stipulated in the legislation to which the relevant activity is subject. In this context, our company first determines whether a period is stipulated for the storage of personal data in the relevant legislation and acts in accordance with this period if a period is determined. If a legal period is not available, personal data is stored for the period required for the purpose for which they are processed. Personal data is deleted at the end of the specified storage periods with periods of 6 months. If the deletion process is in a digital environment, printed copies with deletion are destroyed by a document destruction machine.

PERSONNEL's;

Name-Surname :

TR ID Number:

Signature:

Date:/...../.....