

BMS GERİ DÖNÜŞÜM SANAYİ VE TİCARET ANONİM ŞİRKETİ

CLARIFICATION TEXT ON THE PROTECTION AND PROCESSING OF PERSONAL DATA

("Clarification Text")

1. General Description

Within the scope of the law, personal data includes all kinds of data relating to an identified or identifiable natural person. Sensitive Personal Data, which is a special type of personal data, refers to race, ethnicity, political opinion, philosophical belief, religion, sect, other beliefs, disguise and dress, membership to associations, foundations or unions, health, sexual life, criminal convictions and security measures, biometric and genetic data.

Processing of personal data refers to all kinds of operations performed on personal data such as obtaining, recording, storing, preserving, changing, rearranging, disclosing, transferring, taking over, making available, classifying or preventing the use of personal data by fully or partially automatic or non-automatic means, provided that it is a part of any data recording system.

2. Data Controller

Your personal data may be processed by BMS GERİ DÖNÜŞÜM SANAYİ VE TİCARET ANONİM ŞİRKETİ ("**Data Controller**") in the capacity of data controller, in accordance with the Law on the Protection of Personal Data No. 6698 ("**Law**") within the scope described below.

3. Collection of Personal Data, Legal Reason and Purposes of Processing

Although your personal data may vary depending on the service provided by the Data Controller and the commercial activities of the Data Controller, in accordance with the Law; It can be collected by automatic or non-automatic means, verbally, in writing or electronically.

Your collected personal data, in accordance with the basic principles stipulated in the Law and within the personal data processing conditions (legal reasons) specified in Articles 5 and 6 of the Law and shown below; **It can be processed by BMS GERİ DÖNÜŞÜM SANAYİ VE TİCARET ANONİM ŞİRKETİ** for the following purposes. You can examine what your personal data is, how they are collected, what personal data may be subject to processing by us, and the details of the purposes of processing this data in the tables below.

A. GROUPS OF PEOPLE

Collection and Processing Purposes of Personal Data (Groups of Persons)	Data Acquisition Method	Purposes of Processing Personal Data
Shareholder/Partner	Information	Execution / Supervision of Business Activities
Employee	Technology	Execution of Finance and Accounting Affairs
Product or Service	Data	Execution of Management Activities
Recipient	Recording	Execution of Audit / Ethics Activities
Supplier Authority	System	Conducting Internal Audit / Investigation /

Supplier Employee	Form -	Intelligence Activities
Visitor	Document	Follow-up and Execution of Legal Affairs
Potential Product or	E-Mail -	Execution of Customer Relationship
Service Buyer	Overseas	Management Processes
Parent / Guardian /	E-Mail -	Providing information to authorized persons,
Representative	Domestic	institutions and organizations
Intern	Original	Execution of Communication Activities
Employee Candidate	Document	Follow-up of Requests / Complaints
	Hard Copy	Execution of Goods / Services Sales Processes
	Handwriting	Execution of Contract Processes
	Document	Execution of Supply Chain Management
	Management	Processes
	Software	Execution of Activities in Accordance with the
	Software	Legislation
	Program -	Receiving and Evaluating Suggestions for the
	Domestic	Improvement of Business Processes
	Excel Program	Execution of Goods / Services Procurement
	Accounting	Processes
	Program	Execution of Risk Management Processes
	Encrypted File	Ensuring the security of movable property and
		resources
		Execution of Benefits and Benefits Processes for
		Employees
		Execution of Logistics Activities
		Execution of Information Security Processes
		Execution of Access Authorizations
		Execution of Emergency Management
		Processes
		Ensuring Physical Space Security
		Creation and follow-up of visitor records
		Execution of Goods / Services After-Sales
		Support Services
		Execution of goods / services production and
		operation processes
		Fulfillment of Obligations Arising from
		Employment Contract and Legislation for
		Employees
		Execution of Business Continuity Activities
		Execution of Occupational Health / Safety
		Activities
		Ensuring the Security of Data Controller
		Operations
		Planning Human Resources Processes
		Execution of Wage Policy
		Execution of Employee Candidate / Intern /
		Student Selection and Placement Processes
		Execution of Application Processes of Employee
		Candidates
		Execution of Assignment Processes
		Other - Execution of Termination Proceedings
		Execution of Educational Activities
		Other - Execution of Human Resources
		Processes
		Execution of Company / Product / Services

		Loyalty Processes Execution of Marketing Analysis Studies
Legal Reasons		
Legitimate Interests of the Data Controller		
Signing a Contract		
Fulfillment of Legal Obligation		
Stipulation in Laws		
Establishment, Exercise or Protection of a Right		
Obtaining Explicit Consent		
The person concerned has made it public		
Protection of public health, preventive medicine, medical diagnosis, treatment and care services, and planning, management and financing of health services		

B. OTHER GROUPS OF PERSONS

Purposes of Collection and Processing of Personal Data (Person Groups)	Data Acquisition Method	Purposes of Processing Personal Data
Switchboard - Telephone Call Call Side Public Servant Case, Enforcement File Party Doctor Occupational Health and Safety Specialist	Information Technology Data Recording System Form - Document	Execution of Communication Activities Execution of Management Activities Providing information to authorized persons, institutions and organizations Execution of Activities in Accordance with the Legislation Execution / Supervision of Business Activities Follow-up and Execution of Legal Affairs Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees Execution of Occupational Health / Safety Activities Execution of Business Continuity Activities
Legal Reasons		
Legitimate Interests of the Data Controller		
Fulfillment of Legal Obligation		
Stipulation in Laws		
Protection of public health, preventive medicine, medical diagnosis, treatment and care services, and planning, management and financing of health services		

4. Parties to Whom Your Personal Data Is Transferred and Purposes of Transfer

Your personal data may be transferred by the Data Controller to the domestic and foreign recipient groups listed below for the purposes specified in the above, limited to the above-mentioned purpose, in accordance with the basic principles stipulated in the Law and within the personal data transfer conditions specified in Articles 8 and 9 of the Law.

A. GROUPS OF PEOPLE

Parties to Whom Personal Data Is Transferred and Purposes of Transfer		Transferred Parties	
PERSON GROUPS		DOMESTIC	ABROAD
Shareholder/Partner		Other - Legal Counsel	Suppliers
Employee		Authorized Public	Natural Persons or
Product or Service Recipient		Institutions and	Private Law Legal
Supplier Authority		Organizations	Entities
Supplier Employee		Suppliers	
Visitor		Natural Persons or	
Potential Product or Service Buyer		Private Law Legal	
Parent / Guardian / Representative		Entities	
Intern		Other - Company	
Employee Candidate		Attorney, Financial Advisor	
Purpose of Transfer of Personal Data			
DOMESTIC		ABROAD	
Legal Obligation		Operational Operations	
Operational Operations		Information	
Information			
Legal Reasons			
DOMESTIC		ABROAD	
Legal Regulation		Explicit Consent	
It is mandatory for the fulfillment of obligations and commitments			
Legitimate Interest of the Data Controller			

B. OTHER GROUPS OF PERSONS

Parties to Whom Personal Data Is Transferred and Purposes of Transfer		Transferred Parties	
PERSON GROUPS		DOMESTIC	ABROAD
Switchboard - Telephone Call Call Side		Other - Legal Counsel	
Public Servant		Other - Financial	
Case, Enforcement File Party		Advisor - Accounting	
Doctor		Authorized Public	
Occupational Health and Safety Specialist		Institutions and	
		Organizations	
		Natural Persons or	
		Private Law Legal	
		Entities	

	Other - Company Attorney, Financial Advisor Suppliers	
Purpose of Transfer of Personal Data		
DOMESTIC	ABROAD	
Legal Obligation		
Information		
Operational Operations		
Legal Reasons		
DOMESTIC	ABROAD	
Legal Regulation		
Legitimate Interest of the Data Controller		
It is mandatory for the fulfillment of obligations and commitments		

5. As a personal data owner, you are subject to Article 11 of the Law. Your Rights Listed in the Article

Pursuant to Article 11 of the Law, we inform you that you, as data subjects, have the following rights:

- To learn whether your personal data is processed or not,
- If your personal data has been processed, requesting information about it,
- To learn the purpose of processing your personal data and whether they are used in accordance with their purpose,
- To know the third parties to whom your personal data is transferred at home or abroad,
- Requesting correction of your personal data in case of incomplete or incorrect processing and requesting notification of the transaction made within this scope to third parties to whom your personal data has been transferred,
- Although it has been processed in accordance with the Law and other relevant provisions of the law, to request the deletion or destruction of personal data in the event that the reasons requiring its processing disappear, and to request the notification of the transaction made within this scope to the third parties to whom your personal data has been transferred,
- Objecting to this in the event that a result arises against you by analyzing the processed data exclusively through automated systems,
- Requesting compensation of the damage in case you suffer damage due to unlawful processing of your personal data.

If you submit your requests regarding your rights to us through the methods stated below, the request will be concluded free of charge as soon as possible and within thirty days at the latest, depending on its nature.

In order to exercise your rights, after filling and signing the relevant person/data owner application/request form, a copy of which is available at www.bmsgeridonusum.com.tr or you can get physically from the Data Controller, this application form or your originally signed petition to use your rights;

It can be hand-delivered to the secretariat of the data controller at KEMALPAŞA CADDESİ NO:289 IŞIKKENT BORNOVA/İZMİR address (Data Controller address) with documents identifying your identity,

It can be sent to our address above via a notary public or registered mail,

If you have a kep address, you can send it to bmsgeridonusum@hs03.kep.tr with a secure electronic signature.

Thank you for reading our privacy notice.

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