



GENERAL DISCLOSURE TEXT ON THE PROCESSING OF PERSONAL DATA

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As **Elmak Enerji Yatırım İnşaat Sanayi Ticaret AŞ** (hereinafter referred to as "**ELMAK** "); we have prepared this General Clarification Text on the Processing of Personal Data in order to enlighten the data owners regarding the processing, storage and transfer of your personal data within the framework of the Personal Data Protection Law No. 6698 ("**KVKK**") and the activities arising from the relevant legislation and legal regulations.

- Employee
- Employee Candidate
- Subcontractor Employee
- Subcontractor Authorized
- Shareholder
- Business Connections
- Business Partner
- Public Official
- Potential Subcontracting Authority
- Potential Supplier Official
- Potential Product or Service Recipient
- Trainee Candidate
- Trainee
- Supplier Employee
- Supplier Officer
- Product or Service Recipient
- Member of Board of Directors
- Visitor

Which of Your Personal Data is Processed and What are the Purposes of Processing Your Personal Data?

Employee
<p>Detailed information about the processed personal data of employees is published in a manner accessible only to our employees, and they have been provided with detailed information in this regard.</p> <p>If you are a former employee of ELMAK, you can submit your requests regarding your personal data processed and use your rights by using one of the application methods in this Clarification Text.</p>

Employee Candidate	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">● Name and Surname● Military Status● Gender● Date of Birth● Place of Birth● Photo● Signature● Marital Status● Age	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none">● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.</p>	
Contact Information	

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail Address, Residence Address ● Home Phone Number: 	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.</p>	
Personal Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Suitability for Work 	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.</p>	

Professional Experience Information

Processed Personal Data

- Academic Publications
- Computer Usage Knowledge
- Certificate of Employment
- Diploma Information
- Driving License Information
- Courses and Seminars Attended
- On-the-Job Trainings
- Curriculum Vitae Information
- Reference Information
- Certificates
- Foreign Language Knowledge

Purposes of Processing Personal Data

Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Legal Action Information

Processed Personal Data

- Ongoing Lawsuit/Execution Proceedings Information

Purposes of Processing Personal Data

Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Criminal Conviction and Security Measure Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• Criminal Record	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes

Legal Grounds for Processing Personal Data

As ELMAK, we process your personal data related to criminal convictions and security measures in line with the above-mentioned purposes, based on the legal reason stated in Article 6 of the KVKK that "*Sensitive personal data other than health and sexual life can be processed without seeking the explicit consent of the person concerned in cases stipulated by law*".

Except for the limitations specified in Article 6 of the KVKK, the processing of your data with criminal conviction and security measures will only be realized depending on your explicit consent.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Subcontractor Employee

Detailed information on the processed personal data of subcontractor employees is published in a way that only subcontractor employees can access, and they have been provided with detailed information in this regard.

If you are a former subcontractor employee of ELMAK, you can submit your requests regarding your personal data processed and use your rights by using one of the application methods in this Clarification Text.

Subcontractor Authorized

Identity Information

Processed Personal Data

- Name and Surname
- Gender
- Date of Birth
- Place of Birth
- Photo
- Signature circulars
- Signature
- Stamp
- Marital Status
- Photocopy of Professional Identity
- Professional Chamber Registration Information
- Identity Card - Photocopy of Identity Card
- Initial:
 - SSI Registration Number
 - TR Identity Number
- Original/Photocopy of Power of Attorney
- Tax Identity

Purposes of Processing Personal Data

Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Conducting Audit/Ethical Activities, Conducting Training Activities, Conducting Activities in Compliance with Legislation, Conducting Finance and Accounting Affairs, Conducting/Auditing Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

Number: <ul style="list-style-type: none"> ● Tax Certificate 	
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Contact Information

Processed Personal Data

- Mobile Phone Number
- E-Mail address
- Home Phone Number
- Fax Number
- Residence-Postal Address
- Workplace Address
- Workplace Name-Title
- Workplace Registration Number
- Workplace Phone Number
- Registered Electronic Mail (KEP) Address

Purposes of Processing Personal Data

Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

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- That it is clearly stipulated in the laws,
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- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Personal Information

Processed Personal Data

- Work Eligibility Report
- Time Records, Attendance Schedules, etc.
- Curriculum Vitae Information
- Position/Title Information
- Scorecard Information
- SSI Work Entry Notification
- SSI Employment Exit Notification

Purposes of Processing Personal Data

Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Conducting Audit/Ethical Activities, Conducting Training Activities, Conducting Activities in Compliance with Legislation, Conducting Finance and Accounting Affairs, Conducting/Auditing Business Activities, Execution of Occupational Health / Safety Activities, Execution of Goods / Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

Legal Grounds for Processing Personal Data

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- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Professional Experience Information

Processed Personal Data

- Computer Usage Knowledge
- Diploma Information
- Course Attended Information
- Certificates
- Transcript Information
- Foreign Language Knowledge
- On-the-Job Training Information

Purposes of Processing Personal Data

Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Activities in Compliance with Legislation, Execution / Supervision of Business Activities, Execution of Occupational Health / Safety Activities, Execution of Goods / Services Production and Operation Processes

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- That it is mandatory for the data controller to fulfill its legal obligation
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract,

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Legal Action Information

Processed Personal Data

- Information in Correspondence with Judicial Authorities
- Information in the Case File
- Information in Correspondence with Administrative Authorities
- Information within the scope of the notice/notice
- Wage Garnishment etc.

Purposes of Processing Personal Data

Execution/Supervision of Business Activities, Execution of Goods/Service Production and Operation Processes, Execution of Strategic Planning Activities

Related Records	
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
Your personal data mentioned above are collected through printed and electronic forms.	
Customer Transaction Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Invoice, bill, check information • Transaction/Service/Contract Amount Information 	<p>Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Goods/Service Production and Operation Processes, Execution of Strategic Planning Activities, Execution of Contract Processes, Providing Information to Authorized Persons, Institutions and Organizations</p>
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • That it is clearly stipulated in the laws, • It is mandatory for the data controller to fulfill its legal obligation, • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
Your personal data mentioned above are collected through printed and electronic forms.	
Finance Information	

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Bank Account Information ● Stamp Tax Declaration and Amount ● VAT Declaration Amount ● Capital Information 	Execution of Activities in accordance with the Legislation, Execution of Financial and Accounting Affairs, Providing Information to Authorized Persons, Institutions and Organizations
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● That it is clearly stipulated in the laws, ● That it is mandatory for the data controller to fulfill its legal obligation ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract, 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
Physical Space Security Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● CCTV Recordings 	Ensuring Physical Space Security, Execution / Supervision of Business Activities, Execution of Goods / Services Production and Operation Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● That it is mandatory for the data controller to fulfill its legal obligation ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through CCTV systems.</p>	

Shareholder	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Name and Surname ● Vehicle License Plate Number ● Gender ● Date of Birth ● Signature circulars ● Signature ● Identity Card - Photocopy of Identity Card ● Policy Start Date ● End Date of Policy: ● Policy No ● Insurance First Registration Date <ul style="list-style-type: none"> ● TR Identity Number ● Original/Photocopy of Power of Attorney <ul style="list-style-type: none"> ● Tax identification number ● Addendum No: 	<p>Execution of Employee Benefits and Benefits Processes, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities</p>
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● That it is clearly stipulated in the laws, ● It is mandatory for the data controller to fulfill its legal obligation, ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	

Contact Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Mobile Phone Number • E-Mail address • Fax Number • Residence-Postal Address • Workplace Address • Workplace Name-Title • Workplace Phone Number 	<p>Execution of Employee Benefits and Benefits Processes, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities</p>
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • That it is clearly stipulated in the laws, • It is mandatory for the data controller to fulfill its legal obligation, • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
Personal Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Position/Title Information • Travel Information (Departure/Departure Dates, Accommodation Information) 	<p>Execution of Employee Benefits and Benefits Processes, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities</p>
Legal Grounds for Processing Personal Data	

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Finance Information

Processed Personal Data

Purposes of Processing Personal Data

- Bank Account Information
- Expenditure Information

Execution of Activities in Compliance with the Legislation, Execution of Finance and Accounting Affairs

Legal Grounds for Processing Personal Data

Your personal data are processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that the processing of personal data belonging to the parties to the contract is necessary, provided that it is directly related to the establishment or performance of a contract specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Legal Action Information

Processed Personal Data

Purposes of Processing Personal Data

- Information in Correspondence with Administrative Authorities

Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Business Connections

Identity Information

Processed Personal Data

- Name and Surname
- Gender
- TR Identity Number

Purposes of Processing Personal Data

Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Contact Information

Processed Personal Data

- Mobile Phone Number
- E-Mail address
- Fax Number
- Workplace Name-Title
- Workplace Address
- Workplace Telephone Number

Purposes of Processing Personal Data

Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data

- Position/Title Information
- Travel Information (Departure/Departure Dates, Accommodation Information)

Purposes of Processing Personal Data

Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Business Partner

Identity Information

Processed Personal Data

Purposes of Processing Personal Data

<ul style="list-style-type: none"> ● Name and Surname ● Signature ● Stamp ● Authorization Certificate (Power of Attorney etc.) 	<p>Execution/Supervision of Business Activities, Execution of Goods/Service Procurement Processes, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Wage Policy</p>
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Contact Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Fax Number ● Workplace Address ● Workplace Name/Title ● Workplace Phone Number ● Postal address 	<p>Execution/Supervision of Business Activities, Execution of Goods/Service Procurement Processes, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Wage Policy</p>

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• Position/Title Information• Reference Information	Execution/Supervision of Business Activities, Execution of Goods/Service Procurement Processes, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Professional Experience Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• On-the-Job Training Information• Certificates	Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Public Official	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Name and Surname ● Gender ● Date of Birth ● Signature ● Stamp ● TR Identity Number ● Nationality 	Conducting Audit/Ethical Activities, Conducting Activities in Compliance with Legislation, Conducting Occupational Health/Safety Activities, Providing Information to Authorized Persons, Institutions and Organizations
Legal Grounds for Processing Personal Data	
Your personal data is processed by ELMAC in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK; <ul style="list-style-type: none"> ● That it is clearly stipulated in the laws and ● It is mandatory for the data controller to fulfill its legal obligation, 	
Methods of Collecting Personal Data	
Your personal data mentioned above are collected through printed and electronic forms.	
Contact Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Workplace Phone Number ● Workplace Name-Title ● Workplace Address 	Conducting Audit/Ethical Activities, Conducting Activities in Compliance with Legislation, Conducting Occupational Health/Safety Activities, Providing Information to Authorized Persons, Institutions and Organizations
Legal Grounds for Processing Personal Data	
Your personal data is processed by ELMAC in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK; <ul style="list-style-type: none"> ● That it is clearly stipulated in the laws and ● It is mandatory for the data controller to fulfill its legal obligation, 	

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data

- Position/Title Information
- Travel and Accommodation Information

Purposes of Processing Personal Data

Conducting Audit/Ethical Activities, Conducting Activities in Compliance with Legislation, Conducting Occupational Health/Safety Activities, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws and
- It is mandatory for the data controller to fulfill its legal obligation,

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Potential Subcontracting Authority

Identity Information

Processed Personal Data

- Name and Surname
- Signature
- Stamp
- Authorization Certificate (Power of Attorney etc.)

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Contact Information

Processed Personal Data

- Mobile Phone Number
- E-Mail address
- Fax Number
- Workplace Address
- Workplace Name/Title
- Workplace Phone Number
- Postal address

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data

- Position/Title Information
- Reference Information

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Professional Experience Information

Processed Personal Data

- Certificates
- On-the-Job Training Information

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Potential Supplier Official

Identity Information

Processed Personal Data

- Name and Surname
- Signature
- Signature circulars
- Stamp
- TR Identity Number
- Tax identification number
- Tax Certificate
- Authorization Certificate (Power of Attorney etc.)

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract

- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms and during participation in a meeting or event.

Contact Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Mobile Phone Number • E-Mail address • Fax Number • Workplace Address • Workplace Name-Title • Workplace Phone Number • Postal address 	Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms and during participation in a meeting or event.

Personal Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Position/Title Information • Reference Information 	Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms and during participation in a meeting or event.

Professional Experience Information

Processed Personal Data

- On-the-Job Training Information
- Certificates

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Potential Product or Service Recipient

Identity Information

Processed Personal Data

- Name and Surname
- Authorization Certificate (Power of Attorney etc.)
- Signature
- Stamp

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Contact Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Postal address ● Workplace Phone Number ● Fax Number ● Workplace Address ● Workplace Name/Title 	<p>Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy</p>

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Position/Title Information ● Reference Information 	<p>Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy</p>

Legal Grounds for Processing Personal Data

Your personal data, in line with the realization of the above-mentioned purposes by ELMAK, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK, for the legitimate interests of the data controller

it is processed on the basis of the legal reason that it is mandatory to process it.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Professional Experience Information

Processed Personal Data

- On-the-Job Training Information
- Certificates

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Customer Transaction Information

Processed Personal Data

- Order information
- Request Information

Purposes of Processing Personal Data

Execution of Goods / Service Procurement Processes, Execution of Goods / Service Sales Processes, Execution of Contract Processes, Execution of Wage Policy

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Trainee Candidate	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Name and Surname ● Gender ● Date of Birth ● Photo ● Nationality ● Age 	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.</p>	
Contact Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Residence address 	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Personal Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• Military Status	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.

Professional Experience Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• Academic Publications• Computer Usage Knowledge• Diploma Information• Driving License Information• Courses and Seminars Attended• On-the-Job Trainings• Student Certificate• Curriculum Vitae Information• Reference Information	Execution of Employee Candidate / Intern / Student Selection and Placement Processes, Execution of Employee Candidate Application Processes, Execution of Activities in Compliance with Legislation, Planning Human Resources Processes, Execution of Contract Processes

<ul style="list-style-type: none"> • Certificates • Foreign Language Knowledge 	
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms and online platform membership system.</p>	

Trainee
<p>Detailed information about the processed personal data of interns is published in a manner accessible only to our interns, and they have been provided with detailed information in this regard.</p> <p>If you are a former intern of ELMAK, you can submit your requests regarding your personal data processed and use your rights by using one of the application methods in this Clarification Text.</p>

Supplier Employee	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Name and Surname • Photocopy of Vehicle License • Gender • Date of Birth • Place of Birth • Photocopy of Driver's License • Photo • Signature 	<p>Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Audit/Ethical Activities, Execution of Training Activities, Execution of Activities in Accordance with Legislation, Ensuring Physical Space Security, Execution of Appointment Processes, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities</p>

<ul style="list-style-type: none"> ● Stamp ● Marital Status ● SSI Registration Number ● TR Identity Number ● Nationality ● Age 	<p>Execution, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations</p>
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Contact Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Home Phone Number ● Fax Number ● Residence-Postal Address ● Workplace Address ● Workplace Name-Title ● Workplace Registration Number ● Workplace Phone Number ● Kep address: 	<p>Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Conducting Audit/Ethical Activities, Conducting Activities in Compliance with Legislation, Ensuring Physical Space Security, Execution of Assignment Processes, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations</p>

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Personal Information

Processed Personal Data

- Work Eligibility Report
- Information Processed within the Scope of Work Accident Investigation Reports and Work Accident Notification Reports
- Date of Commencement of the Work:
- Date of Employment
- Permission Information
- Position/Title Information
- Travel and Accommodation Information
- SSI Work Entry Notification

Purposes of Processing Personal Data

Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Audit/Ethical Activities, Execution of Training Activities, Execution of Activities in Compliance with Legislation, Ensuring Physical Space Security, Execution of Assignment Processes, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Risk Management Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,

- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Professional Experience Information

Processed Personal Data

- Computer Usage Knowledge
- Diploma Information
- Course Attended Information
- On-the-Job Training Information
- Certificates
- Transcript Information
- Foreign Language Knowledge

Purposes of Processing Personal Data

- Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Training Activities, Execution of Activities in accordance with Legislation, Ensuring Physical Space Security, Execution of Assignment Processes, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Legal Action Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> Information within the scope of the cease and desist letter/notice 	Execution/Supervision of Business Activities, Execution of Goods/Service Production and Operation Processes, Execution of Strategic Planning Activities
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
Physical Space Security Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> CCTV Recordings 	Ensuring Physical Space Security, Execution / Supervision of Business Activities
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> That it is mandatory for the data controller to fulfill its legal obligation Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through CCTV systems.</p>	
Health Information	
Processed Personal Data	Purposes of Processing Personal Data

<ul style="list-style-type: none"> ● Chest X-ray ● Alcohol Use Information ● Information on Disability Status ● Hemogram ● Blood Type ● Device and Prosthesis Information ● Audiometry Test ● Health Report: ● Smoking Information ● Diagnosis and Treatment Information 	<p>Fulfillment of Obligations Arising from Employment Contract and Legislation for Employees, Execution of Activities in Accordance with Legislation, Ensuring Physical Space Security, Execution of Occupational Health / Safety Activities, Providing Information to Authorized Persons, Institutions and Organizations</p>
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Legal Grounds for Processing Personal Data

As ELMAK, we process your health data in line with the above-mentioned purposes, based on the legal reason stated in Article 6 of the KVKK that *"Personal data on health and sexual life can only be processed for the protection of public health, preventive medicine, medical diagnosis, treatment and care services, planning and management of health services and financing, by persons or authorized institutions and organizations under the obligation of confidentiality, without seeking the explicit consent of the person concerned"* .

Except for the limitations specified in Article 6 of the KVKK, the processing of your health data will only be realized based on your explicit consent.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Criminal Conviction and Security Measure Information

Processed Personal Data

Purposes of Processing Personal Data

- Criminal Record

Execution / Supervision of Business Activities, Execution of Goods / Services Production and Operation Processes, Execution of Supply Chain Management Processes

Legal Grounds for Processing Personal Data

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As ELMAK, we process your personal data related to criminal convictions and security measures in line with the above-mentioned purposes, based on the legal reason stated in Article 6 of the KVKK that "*Sensitive personal data other than health and sexual life can be processed without seeking the explicit consent of the person concerned in cases stipulated by law*".

Except for the limitations specified in Article 6 of the KVKK, the processing of your data with criminal conviction and security measures will only be realized depending on your explicit consent.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Supplier Officer

Identity Information

Processed Personal Data

- Name and Surname
- Photo
- Signature circulars
- Signature
- Stamp
- Identity Card - Photocopy of Identity Card
- Photocopy of License
- TR Identity Number
- Photocopy of Title Deed
- Tax identification number
- Tax Certificate

Purposes of Processing Personal Data

Execution of Training Activities, Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution of Appointment Processes, Execution/Supervision of Work Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Procurement Processes, Execution of Goods / Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Contact Information

Processed Personal Data

- Mobile Phone Number
- E-Mail address
- Fax Number
- Residence-Postal Address
- Workplace Address
- Workplace Name-Title
- Workplace Phone Number
- Registered Electronic Mail (KEP) Address

Purposes of Processing Personal Data

Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Appointment Processes, Execution/Supervision of Business Activities, Execution of Goods/Service Procurement Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Personal Information

Processed Personal Data

- Position/Title Information
- Reference Information
- SSI Work Entry Notification

Purposes of Processing Personal Data

Execution of Training Activities, Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution of Appointment Processes, Execution/Supervision of Work Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Procurement Processes,

	Execution of Goods / Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Execution of Supply Chain Management Processes, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.

Professional Experience Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • On-the-Job Training Information • Certificates 	Execution of Training Activities, Execution of Activities in accordance with the Legislation, Execution of Assignment Processes, Execution of Occupational Health/Safety Activities, Execution of Contract Processes, Execution of Supply Chain Management Processes

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- That it is mandatory for the data controller to fulfill its legal obligation
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract,

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Customer Transaction Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Invoice, bill, check information • Transaction/Service/Contract Amount Information 	Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Goods/Service Procurement Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • That it is clearly stipulated in the laws, • It is mandatory for the data controller to fulfill its legal obligation, • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.</p>	
Legal Action Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Information within the scope of the cease and desist letter/notice 	Execution/Supervision of Business Activities, Execution of Goods/Service Production and Operation Processes, Execution of Strategic Planning Activities
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	

Finance Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Bank Account Information • Capital Information • VAT Declaration Amount • Stamp Tax Declaration and Amount 	Execution of Contract Processes, Execution of Assignment Processes, Execution of Supply Chain Management Processes, Execution of Finance and Accounting Affairs, Execution of Activities in accordance with the Legislation, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Goods / Service Procurement Processes, Execution of Goods / Service Production and Operation Processes
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • That it is clearly stipulated in the laws, • It is mandatory for the data controller to fulfill its legal obligation, • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
Your personal data mentioned above is collected through printed and electronic forms, contracts and during participation in a meeting or event.	
Criminal Conviction and Security Measure Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Criminal Record 	Execution / Supervision of Business Activities, Execution of Goods / Services Production and Operation Processes, Execution of Supply Chain Management Processes
Legal Grounds for Processing Personal Data	
<p>As ELMAK, we process your personal data related to criminal convictions and security measures in line with the above-mentioned purposes, based on the legal reason stated in Article 6 of the KVKK that "<i>Sensitive personal data other than health and sexual life can be processed without seeking the explicit consent of the person concerned in cases stipulated by law</i>".</p> <p>Except for the limitations specified in Article 6 of the KVKK, the processing of your data with criminal conviction and security measures will only be realized depending on your explicit consent.</p>	

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Product or Service Recipient

Identity Information

Processed Personal Data

- Name and Surname
- Gender
- Date of Birth
- Signature
- Signature circulars
- Stamp
- Identity Card - Photocopy of Identity Card
- Initial:
- Passport Number
- TR Identity Number
- Nationality
- Tax identification number
- Tax Certificate
- Foreigner Identification Number
- Information Received within the Scope of Authorization Certificate

Purposes of Processing Personal Data

Execution of Audit/Ethical Activities, Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAC in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

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Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Contact Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• Mobile Phone Number• E-Mail address• Fax Number• Residence address• Workplace Address• Workplace Name-Title• Workplace Phone Number• Registered Electronic Mail (KEP) Address• Accommodation Address• Postal address	Execution of Audit/Ethical Activities, Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Personal Information

Processed Personal Data	Purposes of Processing Personal Data
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<ul style="list-style-type: none"> ● Position/Title Information ● Travel Information (Departure/Departure Dates, Accommodation Information) 	<p>Execution of Audit/Ethical Activities, Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Occupational Health/Safety Activities, Execution of Goods/Service Sales Processes, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations, Execution of Management Activities</p>
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Customer Transaction Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> ● Invoice, bill, check information ● Transaction/Service/Contract Amount Information ● Order Amount Information ● Request Information 	<p>Execution of Activities in accordance with the Legislation, Execution of Finance and Accounting Affairs, Execution/Supervision of Business Activities, Execution of Goods/Service Production and Operation Processes, Execution of Contract Processes, Execution of Strategic Planning Activities, Providing Information to Authorized Persons, Institutions and Organizations</p>

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- It is mandatory for the data controller to fulfill its legal obligation,
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data	
Your personal data mentioned above are collected through printed and electronic forms.	
Legal Action Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Information in Correspondence with Judicial Authorities • Information in Correspondence with Administrative Authorities • Records Related to Wage Garnishment etc • Information within the scope of the cease and desist letter/notice • Information in the Case File 	Execution of Goods/Service Production and Operation Processes, Execution/Supervision of Business Activities, Execution of Goods/Service Sales Processes
Legal Grounds for Processing Personal Data	
Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK; <ul style="list-style-type: none"> • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract • Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller 	
Methods of Collecting Personal Data	
Your personal data mentioned above are collected through printed and electronic forms.	
Finance Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Bank Account Information 	Execution of Finance and Accounting Affairs

	Execution of Activities in Compliance with the Legislation, Execution of Goods/Service Production and Operation Processes, Execution/Supervision of Business Activities, Execution of Goods/Service Sales Processes
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Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is clearly stipulated in the laws,
- That it is mandatory for the data controller to fulfill its legal obligation
- Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract,

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Physical Space Security Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • CCTV Recordings 	Execution / Supervision of Business Activities, Execution of Goods / Services Sales Processes, Execution of Goods / Services Production and Operation Processes

Legal Grounds for Processing Personal Data

Your personal data are processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that the processing of personal data belonging to the parties to the contract is necessary, provided that it is directly related to the establishment or performance of a contract specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through printed and electronic forms.

Member of Board of Directors	
Identity Information	
Processed Personal Data	Purposes of Processing Personal Data

<ul style="list-style-type: none"> ● Name and Surname ● Vehicle License Plate Number ● Gender ● Date of Birth ● Signature ● Signature circulars ● Identity Card - Photocopy of Identity Card ● Policy Start Date ● End Date of Policy: ● Policy No ● Insurance First Registration Date <ul style="list-style-type: none"> ● TR Identity Number ● Original/Photocopy of Power of Attorney <ul style="list-style-type: none"> ● Tax identification number ● Addendum No: 	<p>Execution of Employee Benefits and Benefits Processes, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes, Providing Information to Authorized Persons, Institutions and Organizations</p>
<p>Legal Grounds for Processing Personal Data</p>	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> ● Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract ● It is mandatory for the data controller to fulfill its legal obligation, 	
<p>Methods of Collecting Personal Data</p>	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
<p>Contact Information</p>	
<p>Processed Personal Data</p>	<p>Purposes of Processing Personal Data</p>
<ul style="list-style-type: none"> ● Mobile Phone Number ● E-Mail address ● Fax Number ● Residence-Postal Address 	<p>Execution of Benefits and Benefits Processes for Employees, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes, Providing Information to Authorized Persons, Institutions and Organizations</p>

<ul style="list-style-type: none"> • Workplace Address • Workplace Name-Title • Workplace Phone Number 	
Legal Grounds for Processing Personal Data	
<p>Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;</p> <ul style="list-style-type: none"> • Provided that it is directly related to the conclusion or performance of a contract, it is necessary to process personal data of the parties to the contract, • That it is clearly stipulated in the laws and • It is mandatory for the data controller to fulfill its legal obligation, 	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
Personal Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Position/Title Information • Travel Information 	<p>Execution of Employee Benefits and Benefits Processes, Execution of Activities in Compliance with Legislation, Execution of Finance and Accounting Affairs, Execution of Contract Processes, Execution of Investment Processes</p>
Legal Grounds for Processing Personal Data	
<p>Your personal data are processed by ELMAK on the basis of the legal reason that it is necessary to process personal data belonging to the parties to the contract, provided that it is directly related to the establishment or performance of a contract specified in Article 5 of the KVKK, in line with the realization of the above-mentioned purposes.</p>	
Methods of Collecting Personal Data	
<p>Your personal data mentioned above are collected through printed and electronic forms.</p>	
Finance Information	
Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none"> • Bank Account Information • Expenditure Information 	<p>Execution of Finance and Accounting Affairs, Execution of Activities in Compliance with the Legislation</p>

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that it is necessary for the establishment or execution of the Contract specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through electronic systems.

Visitor

Identity Information

Processed Personal Data

- Name and Surname
- TR Identity Number

Purposes of Processing Personal Data

Execution of Information Security Processes, Execution of Activities in accordance with the Legislation, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through electronic systems.

Contact Information

Processed Personal Data

- Mobile Phone Number

Purposes of Processing Personal Data

Execution of Information Security Processes, Execution of Activities in accordance with the Legislation, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through electronic systems.

Knowledge of Physical Space Security

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• CCTV Recordings	Ensuring the Security of Physical Space, Execution / Supervision of Business Activities, Ensuring the Security of Movable Property and Resources

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the purposes listed above, based on the following legal grounds specified in Article 5 of the KVKK;

- That it is mandatory for the data controller to fulfill its legal obligation
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, the processing of data's being mandatory for the legitimate interests of the data controller

Methods of Collecting Personal Data

Your personal data mentioned above are collected through CCTV systems.

Transaction Security Information

Processed Personal Data	Purposes of Processing Personal Data
<ul style="list-style-type: none">• IP Address Information• Start and end time of use• MAC Address• Destination IP address• Port information	Execution of Information Security Processes, Execution of Activities in accordance with the Legislation, Providing Information to Authorized Persons, Institutions and Organizations

Legal Grounds for Processing Personal Data

Your personal data is processed by ELMAK in line with the realization of the above-mentioned purposes, based on the legal reason clearly stipulated in the Laws specified in Article 5 of the KVKK.

Methods of Collecting Personal Data

Your personal data mentioned above are collected through electronic systems.

To Whom and For What Purpose Personal Data Can Be Transferred

Your personal data may be transferred to the following:

- In accordance with the legal regulations and the legislation we are subject to, it is shared with persons who are clearly authorized within the scope of carrying out the activities in accordance with the legislation. In addition, your personal data may be **disclosed to: the Authorized Person or Authorized Public Institutions and Organizations** upon a court decision or upon the request of the competent administrative authorities,
- To the **Natural Persons or Private Legal Entities** with whom we cooperate for the purposes of carrying out occupational health and safety activities, carrying out goods/service procurement processes, carrying out contract processes, carrying out goods/service production and operation processes within the scope of the service contract between us,
- To the **Subsidiaries and Affiliates** for the purposes of planning human resources processes, fulfilling the obligations arising from the employment contract and legislation for employees and carrying out occupational health and safety activities in line with the planning and execution of their activities, carrying out goods / service production and operation processes, carrying out strategic planning activities, carrying out finance and accounting affairs,
- To the **Suppliers** for the purposes of carrying out the contract processes regarding the products or services to be provided from the suppliers within the scope of the service contract between us, carrying out the activities in accordance with the legislation, carrying out the production and operation processes of goods / services, and carrying out occupational health / safety activities,
- To the **Subcontractors** for the purpose of carrying out occupational health and safety activities and carrying out audit/ethical activities regarding the services to be provided by subcontractors within the scope of the service contract between us,
- To the **Business Partners** for the purposes of conducting the application processes of employee candidates, planning human resources processes, and executing contract processes

Do We Transfer Your Personal Data Abroad?

Your personal data may only be transferred abroad in the following cases limited to the scope specified in this clarification text;

- In case you have given your explicit consent or
- There is adequate protection in the country to which the data is to be transferred, or

- In the event that the conditions stipulated in the KVKK are present and although there is no adequate protection in the country to be transferred, adequate protection is undertaken by the data controllers and the Personal Data Protection Board has the permission

How Long Is Your Personal Data Stored?

If a period of time is specified in the law or relevant legislation for the storage of data, your personal data must be stored for at least this period. If a period is not stipulated in the law or the relevant legislation; it is kept for reasonable periods of time determined in connection with the purposes of processing, provided that it is limited and measured.

What are your rights as a Data Subject?

You have the following rights regarding your personal data within the scope of KVKK and related legislation;

- Learning whether your personal data are processed,
- Request information if your personal data has been processed,
- Learning 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 domestically or abroad,
- To request correction of your personal data in case of incomplete or incorrect processing,
- To request the deletion or destruction of your personal data within the framework of the conditions stipulated in the KVKK legislation,
- When you request the correction of incomplete or incorrect data and the deletion or destruction of your personal data, to request that this situation be notified to third parties to whom we transfer your personal data,
- To object to the emergence of a result to the detriment of the person himself/herself by analyzing the processed data exclusively through automated systems and
- In case you suffer damage due to unlawful processing of personal data, to demand the compensation of this damage

Information Requests

If you wish, you can submit your applications and requests regarding your personal data via [the Data Subject Application Form](#) or with a request letter containing the minimum elements that must be included in the application in accordance with the Communiqué on the Procedures and Principles of Application to the Data Controller ("**Communiqué**") as follows;

- Hafta Sokak No: 9 Gaziosmanpaşa Çankaya/Ankara by applying to ELMAK in person,
- By sending an e-mail to KVKK_elmak@limak.com.tr by using your e-mail address registered in ELMAK's systems,
- By sending to our registered electronic mail address elmakenerji@hs02.kep.tr by using a registered electronic mail (KEP) address and secure electronic signature or mobile signature or
- If a separate method is determined by the Personal Data Protection Board, with this method

Pursuant to the Communiqué, the application of the Relevant Person must include the name, surname, signature if the application is in writing, Turkish ID number, (passport number if the applicant is a foreigner), residential or workplace address for notification, e-mail address for notification, telephone number and fax number, if any, and information on the subject of the request.

The Relevant Person must clearly and comprehensibly state the matter requested in the application to exercise the above-mentioned rights, which includes explanations regarding the right he/she requests to exercise. Information and documents related to the application must be attached to the application.

Although the subject of the request must be related to the applicant's person, if acting on behalf of someone else, the applicant must be specifically authorized and this authorization must be documented (power of attorney). In addition, the application must include identity and address information and identity verification documents must be attached to the application.

How long will your requests regarding the processing of your personal data be answered?

Your requests regarding your personal data are evaluated and answered positively or negatively within 30 days at the latest from the date of receipt. If your application is evaluated negatively, the reasons for rejection will be sent to the address you specified in your application by e-mail or postal mail.