

EMPLOYEE CANDIDATE
DISCLOSURE TEXT ON THE PROTECTION OF YOUR PERSONAL DATA IN ACCORDANCE WITH THE
PROCEDURES AND PRINCIPLES OF THE LAW ON THE PROTECTION OF PERSONAL DATA NO. 6698
(“LPPD”)

This Disclosure Text has been prepared by İlab Holding A.Ş. (the “Company”) acting in the capacity of Data Controller in order to explain which personal data of the Employee Candidate will be processed and for what purposes, within the scope of Article 10 of the Law on the Protection of Personal Data (LPPD) No. 6698 and the Communiqué on the Procedures and Principles to be Followed in Fulfilling the Obligation of Disclosure.

In relation to our legal relationship, we, as the data controller, hereby inform you that we may process your personal data, which we have obtained in the following ways,

- For the purpose that requires them to be processed and in connection with this purpose, in a limited and proportional manner,
- By maintaining the correct and most up-to-date personal data, as reported or notified to us,

And that your personal data may be recorded, stored, preserved, rearranged, be shared with the institutions that are legally authorized to request this personal data, be transferred and classified to domestic or foreign third parties and to the suppliers and affiliates of the company, especially to group companies Cimri Bilgi Teknolojileri ve Sistemleri; Kariyernet A.Ş.; Lityum Yazılım A.Ş.; Endeksa Teknoloji A.Ş., Sigortamnet A.Ş.; Arabam.com A.Ş.; Emlakjet A.Ş.; Hangisi İnternet A.Ş.; Neredekal A.Ş.; Chemorbis A.Ş.; Steelorbis A.Ş.; Hangikredi Sigorta A.Ş. ; Say Holding A.Ş.; Mesay Gayrimenkul A.Ş.; Olgun Çelik A.Ş.; Tuzla Gayrimenkul A.Ş, under the conditions stipulated by the LPPD, and be processed in other ways specified in LPPD.

WHAT PERSONAL DATA DO WE PROCESS?

Your personal data that may be processed is as follows:

- ID Card Details: First and last name, place of birth, date of birth, gender, marital status, nationality
- Contact Data; Phone Number, Address Info, Email Address
- Special Category Data: Association/foundation Memberships, Disability, Blood Group, Smoking
- Training Data: Educational Status, Certificate and Diploma Information, Foreign Language Knowledge, Participating Seminars and Courses, Training and Skills, Computer Skill
- Work Experience Data; Employment Status, Title, Job Description, Firm Information he/she has worked for, Total experience
- Audio and Visual Data: Photo, video resume, camera records that belong to a real person

Other: Driver’s License, Competencies, Hobbies, Salary Expectation, Military Service Status, Reference Information (first name and last name of the reference person, title, workplace, phone number, email) and any word, excel, presentation files attached to the resume, if any.

HOW DO WE COLLECT YOUR PERSONAL DATA AND FOR WHAT REASONS?

Within the framework of the legal relationship that is aimed to be established between you and the company, we collect the personal data we request from you, by transmitting it to us verbally,

physically or electronically, and by getting information from these people if you show a reference person, or by getting information from the representatives of the workplace you work for before your application, due to the fact that it is necessary for the establishment of the employment contract and due to the legitimate interest of the Company.

We collect your personal data that you share on Kariyer.net, LinkedIn, etc. employment platforms, through your job application through the platforms or the information you publish on the platforms, due to the fact that it is necessary for the establishment of the employment contract according to your preferences of sharing with third parties.

We collect your visual data through cameras installed at the Company as per the Company's legitimate interest in providing security.

PURPOSE OF PROCESSING YOUR PERSONAL DATA

Due to the fact that your personal data, which we mentioned above, is necessary for the establishment of an employment contract within the framework of the employee candidate-employer candidate legal relationship established between the Company and the Employee Candidate, they are processed for the following purposes:

- Recruitment of new personnel, examination of candidates and identification of the new candidate to be employed
- Confirming your data and information with the reference persons you include in your resume
- Verifying how well you fit with the nominated position and recording your resume for future confirmation
- Ensuring security within the company
- Ensuring the entrance and exit of employees at workplace buildings
- Managing reception works and informing Human Resources and Training Department
- Your personal data will be kept for the maximum period specified in the relevant legislation or required for the purpose for which they are processed, and in any case, for the statutory statute of limitations.

SPECIAL CATEGORY PERSONAL DATA

The information you share with us from time to time may include your special category personal data. Pursuant to the LPPD, your data concerning your race, ethnicity, political opinion, philosophical belief, religion, religious sect or other beliefs, appearance, memberships to associations, foundations or trade unions, your health, sexual life, criminal conviction (if any) and security measures about you, as well as your biometric and genetic data are your special category data.

Unless we specifically ask you to, we recommend that you do not share your special category personal data in your resumes, profile page, or support calls that you hold with us. In this context, your special category personal data;

- Your resume uploaded with your photo, if any, and your special category data such as association, foundation membership, disability status, blood type that may be included in your resume, are used by different departments within the Company in order to ensure that your application can be evaluated, in accordance with the operational purposes of the said units, and, if recommended, with other group companies, with the people provided as reference for confirmation, and between the departments (for the purpose of meeting the

department managers with the Employee Candidates). Your personal data is processed for the purposes specified above.

- It may be shared with our lawyers and, if requested, with the courts so that we may exercise our right to defense where necessary.

Your personal data shall be stored for the periods specified in the relevant legislation or necessary for their processing, and in any case for the expiration of the statutory period.

SHARING YOUR PERSONAL DATA WITH THIRD PARTIES IN THE COUNTRY

The Company may share the personal data of the employee candidates, which it processes as a Data Controller, with the relevant department managers and the references shared by employee candidates involved in the recruitment process, in order to determine the suitability of employee qualifications.

In addition, candidate resumes are directed from time to time to the Group companies in order to assess suitable positions related to the employment of the candidate. Within this scope, data may be shared with Cimri Bilgi Teknolojileri ve Sistemleri; Kariyernet A.Ş.; Sigortamnet A.Ş.; Arabam.com A.Ş.; Emlakjet A.Ş.; Hangisi İnternet A.Ş.; Neredekal A.Ş. ; Chemorbis A.Ş.; Steelorbis A.Ş.; Hangikredi Sigorta A.Ş. ; Say Holding A.Ş.; Mesay Gayrimenkul A.Ş.; Olgun Çelik A.Ş.; Tuzla Gayrimenkul A.Ş. Upon request, your data can be transferred to the courts within the scope of our legal obligations.

We may transfer data to building security to inspect entrances and exits for workplace safety.

Personal data is shared in hard copy and email with recipient groups. Due to the use of Google's G-mail e-mail service infrastructure, sent and received e-mails are kept in data centers located in various parts of the world, and in this case, personal data is transferred abroad. The activities of the storage services provided by the data officers /data processors whose "servers" are located abroad are also carried out in accordance with the provisions of Article 9 of the Law.

YOUR RIGHTS

In accordance with Article 11 of the KVKK, regarding your personal data, provided that you prove your identity personally; you have the right

- To learn whether the company has processed personal data about you, if so, to request information regarding this, you have the rights
- To learn the purpose of processing your personal data and whether they are used appropriately
- To learn whether personal data is transferred domestically or abroad and to whom it has been transferred

In addition, you have the right to request the Company to correct your inaccurate and incomplete personal data and to inform the recipients whose data may or may have been transferred.

You can request from the Company the destruction (deletion, destruction or anonymization) of your personal data within the framework of the conditions stipulated in article 7 of the LPPD. At the same time, you can request that third parties to whom your data have been transferred or can be transferred will be informed about your destruction and/or correction request. However, by evaluating your request for destruction or correction, we shall evaluate which method is appropriate according to the conditions of the concrete event. In this context, you can always request information from us about why we chose the destruction method we chose.

You can object to the results of your personal data analysis created exclusively using an automated system if these results are contrary to your interests.

If you suffer damage due to unlawful processing of your personal data, you can request the compensation of the damage.

Your requests in your application will be concluded free of charge within thirty days at the latest, depending on the nature of the request. However, if the process necessitates an extra cost, the fee in the tariff specified by the Personal Data Protection Board shall be taken.

Regarding the processing of your personal data, you can make your applications by proving your identity at the following mail address. You are required to submit the application to our Company by using the Electronic mail (KEP) address and secure electronic signature, mobile signature, or the electronic mail address that you have previously notified us and included in our records. Depending on the nature of your request and your application method, the Company may request additional verification (such as sending a message to your registered phone, calling) in order to determine whether the application belongs to you or not, and thus protect your rights. For example, if you apply through your e-mail address registered with the Company, we may contact you using another communication method registered with the Company and ask for confirmation of whether the application belongs to you.

I have read the notification on the Law on the Protection of Personal Data.

CONTACT INFORMATION

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