



## DISCLOSURE TEXT UNDER THE LAW ON PROTECTION OF PERSONAL DATA

**Anapet Uluslararası Nakliyat Anonim Şirketi** (referred to as “the Company”), personal data is under the guarantee of the Company. The Company takes the necessary technical and administrative measures to ensure that the personal data is stored securely and processed in accordance with the law, in accordance with the Law No. 6698 on Protection of Personal Data (referred to as the “Law”).

In accordance with the Law, this Disclosure Text has been issued within the scope of the Personal Data Protection Law in order to inform you of the processing, protection and transfer of your personal data.

### **1. For What Purpose Personal Data Can Be Processed**

Although your personal data may vary depending on the service provided by the Company and the commercial activities of the Company in accordance with the Law; With the aim of ensuring flow and coordination within the Company, with the regulations of the Energy Market Regulatory Authority, the Revenue Administration and other relevant institutions, with the regulations of the Company such as Petroleum Market Law, LPG Market Law, either automatically or non-automatically, through channels such as social media channels, mobile applications, databases, order systems, subscription systems, affiliates, collaborative solution partners. can be collected, updated and processed by the Company in an oral, written or electronic environment in accordance with the applicable legislation.

5th and 6th of the Law in accordance with the conditions stated in its articles and all relevant legislation, by the Company;

- To ensure that our legal obligations are fulfilled as required or required by legal regulations,
- Providing software services and other outsourcing services to perform operational activities,
- To carry out the necessary activities by the relevant units and to carry out the activities in order to carry out the commercial activities specified in the articles of association of the company in accordance with the legislation and the relevant company and Company policies,
- Determination, planning and implementation of the Company’s short, medium and long-term commercial policies,
- Proposing the products and projects offered by the Company by customizing them according to the likes, usage habits and needs of the people concerned, giving information about the products, services and projects,
- In order to provide effective customer support,
- Providing services and offers,
- To carry out all kinds of marketing and advertising activities,
- Determining visitor profiles,
- Ensuring the commercial reliability of the Company,
- Ensuring that requests, demands and complaints are answered and resolved,
- Providing support service to business partners, dealers, customers, visitors under the contract and within the framework of service standards,
- Market researches and statistical studies,
- Providing liaison with the people who have business relations with the Company,
- Marketing, compliance management, vendor/supplier management,
- Planning, auditing and enforcement of information security processes,
- Creating and managing the infrastructure of information technologies,
- Planning and execution of employees’ access rights to Data Owner information,
- Follow-up of financial and/or accounting transactions, including billing,
- Follow-up of legal affairs,
- Planning and executing corporate communication activities,
- It can be processed in order to ensure that the data are correct and up-to-date.

## **2. Transfer of Personal Data and Transfer Purposes**

Your personal data; In accordance with the basic principles stipulated by the Law and the personal data processing conditions and purposes set out in Articles 8 and 9 of the Law, for the purposes of the Company's legitimate and lawful personal data processing purposes, the Company;

- Protection of commercial reputation and the trust it creates,
- Determining, planning and implementing commercial and business strategies in the short, medium and long term,
- The necessary work to be done by our business units in order to benefit you from the products, services and projects offered,
- To customize the products, services and projects offered according to your likes, usage habits and needs and recommended to you,
- Ensuring the legal and commercial security of people with business relationships (administrative operations for communication carried out by the Company, business partner/customer/supplier/dealer (authorized or employees) evaluation processes, reputation research processes, legal compliance process, audit, financial affairs etc.),
- It may be transferred to Company officials, business partners, suppliers, shareholders, legally authorized institutions and organizations for the purpose of executing and supplying human resources policies.

## **3. Transfer Abroad**

According to the 9th Article of the Law, your personal data for the legitimate and lawful personal data processing purposes of the Company, the necessary work to benefit you from the products and services offered by the Company, by our business units, the products and services offered by the Company and the Group to your likes, usage habits and needs, to be recommended by you according to the customization of the company, to ensure the legal and commercial security of the people who have a business relationship with the Company. (Administrative operations carried out by our company, ensuring the physical security and control of the locations of the Company, business partner/customer/supplier/dealer (authorized or employees) evaluation processes, reputation research processes, legal compliance process, audit, financial affairs etc.) For the purpose of determining and implementing the Company's commercial and business strategies and ensuring the execution of the Company's human resources policies, if there is an explicit consent or if you do not have explicit consent, the data officer who has adequate protection or who undertakes adequate protection within the framework of the provisions of the Law will be able to transfer to foreign countries.

## **4. Collection of Personal Data, Legal Reason and Protection**

Your personal data is stored for the period required by legal obligations or for the period permitted by applicable legislation. Your personal data may be collected, processed, transferred and stored within the scope of the personal data processing terms and purposes specified in Articles 5 and 6 of the Law for the purposes specified in articles 1 and 2 of this text.

Your personal data can be accessed by the Company in different ways : (Through office and other physical environments, call centers, websites, mobile applications and similar electronic trading platforms, social media or other public channels where you can contact the company headquarters, branches, dealers, agents, sales offices or other subcontractors or business partners. By participating in the training, seminars and similar environments they organize, through the investigation method or through other Group Companies or other persons and organizations they have agreement with, through channels such as automation systems, databases, order systems, subscription systems, affiliates, fuel stations and collaborated solution partners, verbal, written, sound or video recording or other physical or electronic media, etc.)

The Company's personal data collected and processed by one of the companies within the Group of Companies, in order to carry out the activities of the companies within the Group of Companies in accordance with the Company's principles, goals and strategies, and to protect the Company's rights, interests, and reputation, can be transferred to companies and processed by these companies.

Protection of personal data is an important issue for our Company. Our company takes the necessary measures to protect against unauthorized access to personal data or loss, misuse, disclosure, alteration or destruction of this information. Our company is committed to keeping your personal data confidential, to take all necessary technical and administrative measures to ensure confidentiality and security, and to take due care. Although

our company has taken the necessary information security measures, our company will immediately notify you and the Personal Data Protection Board if personal data is damaged as a result of attacks on the website and the system or if it is in the hands of third parties.

#### **5. Your Rights Set Forth in Article 11 of the Law as Personal Data Owner**

As personal data owners, if you submit your requests regarding your rights to the Company through the methods set out below, the Company will finalize your request as soon as possible and within 30 (thirty) days at the latest. However, if a fee is stipulated by the Personal Data Protection Board, the fee at the determined tariff may be charged.

In this context, personal data owners can apply to the Company and exercise the following rights:

- Learning whether the Company's data owner processes personal data,
- If personal data is processed before the Company, requesting information about this data processing activity,
- If personal data is processed before the Company, learning the purpose of the personal data processing activity and whether it is used in accordance with the purpose of the processing,
- If personal data is transferred to third parties at home or abroad, requesting information about these third parties,
- Requesting correction of personal data if it is incomplete or incorrectly processed,
- To request notification of this situation to third parties to whom personal data is transferred, in case personal data are processed incomplete or incorrectly before the Company,
- Requesting the deletion, destruction or anonymization of personal data if the reasons requiring its processing disappear even though the personal data have been processed in accordance with the Law and other relevant legal provisions,
- If the reasons requiring the processing of personal data have disappeared, requesting notification of this situation to the third parties to whom the personal data has been transferred,
- If the personal data processed by the company are analyzed exclusively through automated systems and as a result of this analysis, the person thinks that the result is to the detriment of one, the objection to this outcome,
- Requesting the elimination of the damage if personal data is damaged due to the illegal processing of personal data.

Pursuant to Article 13 (f.1) of the Law, you can submit your request regarding the exercise of your rights mentioned above to the Company in writing or by other methods determined by the Personal Data Protection Board. In this context, you can exercise your rights according to 11th Article of the Law, you can contact the Company at the e-mail address **info@anapet.net**. Requests and notifications from channels other than this address will not be evaluated.

The Company reserves the right to make changes to this Disclosure Statement due to possible changes in the Personal Data Protection Law and the methods to be determined by the Personal Data Protection Board.