



BRİSA BRIDGESTONE SABANCI LASTİK SANAYİ VE TİCARET A.Ş.
MAIN POLICY ON THE PROCESSING AND PROTECTION OF PERSONAL DATA

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POLICY ON THE PROCESSING AND PROTECTION OF PERSONAL DATA

As Brisa Bridgestone Sabancı Lastik Sanayi Ve Ticaret A.Ş. ("*Brisa*", "*we*" or "*Company*"), we prepared this Policy on the Processing and Protection of Personal Data ("*Policy*") for the purpose of informing the persons of whom personal data are processed by our Company pursuant to the Personal Data Protection Law No. 6698 ("*Law*") and the applicable legislation.

We attach importance to the protection of your personal data and we value the trust you place in us. For this reason, in this Policy, Brisa explains the general principles implemented about the processing of personal data in the course of its activities and operations.

I. Scope of the Policy

The Policy applies to all real persons, and employees and authorized representatives of legal persons of whom personal data are processed by us, such as our customers, business partners, suppliers, dealers, prospective employees. Issues regarding the processing of personal data of Brisa employees are addressed in a separate Policy on Processing and Protection of the Personal Data of Employees, and this Policy does not apply to the processing of personal data of Brisa employees. However, the data of legal entities are not included in the scope of this Policy as the information of legal entities is not considered as personal data within the scope of the Law.

II. Revision of the Policy

Brisa reserves the right to revise the Policy whenever necessary by publishing the new version on its website. We therefore recommend that you check the latest version of the Policy by visiting our website from time to time or request it from us at any time. You can find the last revision date in the Policy you are reviewing in the "General Information About the Document" section on the first page of the Policy.

III. Definitions

The definitions in this Policy are used as provided below:

Explicit consent: means consent based on information and expressed with free will in connection with a specific matter,

Relevant person or data subject: refers to a real person whose personal data are processed;

Personal data: means all kinds of information pertaining to a real person of whom identification details are known or unknown,

Processing of personal data: All kinds of processes performed about personal data obtaining, storing, archiving, recording, modifying, editing, disclosing, transferring, taking over personal data, making them accessible, classifying or preventing the use of personal health data through fully automatic or partially automatic or non-automatic ways provided that they are a part of a data storage system,

Board: Personal Data Protection Board,

Authority: refers to the Personal Data Protection Authority,

Data processor: refers to a real or legal person processing personal data based on the authorization given by and in the name of the data controller;

Data controller: refers to a real or legal person who is responsible to determine the objectives and means of processing personal data, establishes, and manages the data retention system.

It is accepted that the definitions not included herein are used as they are defined in the Law and the applicable legislation.

IV. Data Controller

Brisa acts as the data controller according to the Law in many processes related to your personal data. As the data controller, we determine the purposes and means of processing your personal data.

In some personal data processing activities, we may also have business partners that we jointly act as data controllers. For example, our business partner may also process your personal data for its own purposes as a data controller in case we organise a joint campaign with our business partner. This Policy informs you about the purposes and means of Brisa's data processing and we recommend that you check the policies of other data controllers on their websites in order to have information about how other data controllers process your personal data.

V. Purposes of Processing Personal Data

We inform you about these purposes before we collect your personal data or at the latest when we contact you for the first time after we receive your personal data and, we ask for your explicit consent where necessary. We process your personal data for the purposes set out in this Policy.

Your personal data are processed in the form and for the purposes provided below.

A. Your Personal Data Processed within the Scope of Communication Services

Some data about you are processed through the "Communication Services" channels we have created in order to provide you with better service and for purposes such as benefiting from our products and services,

resolving your requests/complaints and recommendations, providing information, processing your applications.

1- Processing of Your Personal Data through Our Call Centres

Your personal data that you transfer to us such as your identity information such as name, surname, Turkish ID number, mobile phone number, contact information such as e-mail, request/complaint details are processed when you call our call centre numbers related to our brands such as Bridgestone, Lassa, Otopratik, Lastik.com.tr or when we contact you through these channels.

These personal data are processed for purposes such as conducting company/product/service loyalty processes, conducting communication activities, conducting customer relationship management processes, conducting activities for customer satisfaction, organisation and event management, conducting social responsibility and non-governmental activities, pursuing legal claims, conducting contract processes, following up requests/complaints, conducting marketing processes of products/services, ensuring that data is accurate and up-to-date, and for similar other purposes.

The processing of your personal data for the purposes specified herein is based on the legal grounds of the execution or performance of an agreement between you and us, complying with our legal obligations, the establishment, exercise or protection of a right, or the legitimate interests of our Company. We seek your explicit consent for the processing of your data in the absence of at least one of these legal grounds.

2- Processing of Your Personal Data through Our Websites

Your information such as name, surname, e-mail, mobile phone, address, request/complaint information may be collected and processed through the contact forms on the websites of our Company and our brands.

Some of our websites ask if you would like to be informed about our campaigns. If you indicate that you would like to be informed about our campaigns, we process the identity and contact information you provide to us for the purposes of informing you about our campaigns, discounts, new products, and deals. At any time, you may withdraw your consent provided to receive news from us and our campaigns.

Some of our websites have live help sections. Your personal data such as your mobile phone number, request/complaint information are collected through live help.

The mail address you provide in the e-mails you send to the info/info e-mail addresses of our websites and your personal data you share in the content of your e-mail are processed.

On our websites that use cookies, some of your personal data such as your usage habits, your likes, your frequency of visiting the page are collected through the cookies used. For detailed information about the cookies used and what you need to do to remove cookies, we recommend that you take a look at the Cookie Policy of the relevant site.

Your personal data collected through our websites are processed for the performance of communication activities, planning and processing of requests, complaints and information processes, execution of company/ product/ service loyalty processes, performance of communication activities, execution of customer relationship management processes, execution of activities for customer satisfaction and similar purposes; based on the legal grounds of the execution and performance of an agreement, legal obligation, establishment, exercise or protection of a right or the legitimate interests of our Company.

3- Processing of Your Personal Data Through Our WhatsApp Support Line

WhatsApp support lines have been created in order to provide support to you regarding the products or services you have purchased. Information such as your mobile phone number, name, surname, request/complaint information is processed when you contact us through these lines.

Your personal data collected through our WhatsApp support lines are processed for the performance of communication activities, planning and execution of requests, complaints and information processes and similar purposes; based on the legal grounds of the execution and performance of an agreement, legal obligation, establishment, exercise, or protection of a right or the legitimate interests of our Company.

4- Processing of Your Personal Data Through Our Social Media Accounts

Brisa publishes content on social media platforms to reach existing and potential customers through both "organic" and "paid" methods.

"Organic methods" means that the social media content appears on your social media content due to the publication of the social media content on Brisa's own page(s) on the social platform or due to your following Brisa's social media accounts. For example, following Brisa's Instagram page.

"Paid methods" refers to the display of social media content to users who generally do not follow Brisa's own page(s). For example, showing advertising posts in your Twitter feed.

In addition, you can share your personal data such as name, surname, username, e-mail address, telephone and/or mobile phone number, request/complaint information when you contact us through our social media accounts such as Twitter, Facebook, Google Plus, Instagram. In this case, your personal data in question are processed for the purposes of execution of company/product/service loyalty processes, carrying out communication activities, execution of customer relationship management processes, carrying out activities for customer satisfaction, following up legal requests, execution of agreement processes, planning and/or execution of the processes of creating and/ or increasing loyalty to the products and/ or services offered by the Company, following up requests/ complaints, ensuring that the data is accurate and up-to-date; based on the legal reasons for the execution or performance of an agreement, legal obligation, establishment, exercise or protection of a right or the legitimate interests of our Company.

Please note that Brisa does not have direct access to your personal data in your social media accounts. However, Brisa is not responsible for the processing and protection of your personal data and data security policies of social media providers. For detailed information on how these organisations use your personal data, we recommend that you check their privacy policies on their websites.

B. Processing of Personal Data of the Authorised Representative and/or Employees of our Dealers

If you have applied to become a dealer of Brisa, some information is requested from you in order to process your application. Applications to become a dealer may be made through the websites of Brisa or our brands or by direct delivery of documents.

The personal data processed by applicants and authorized representatives and employees of a dealer may vary depending on the process, but in general, your personal data such as name, surname, address, mobile phone, title, user name, logs, transaction security information such as IP information, instructions and records related to them, Turkish ID number, information contained in the signature circular, your instructions and records, training information are processed. However, even though the information belonging to legal entities is not accepted as personal data, if our dealers are sole proprietorships, your personal data such as IBAN, account no., receivable and payable balance, financial transaction information are also processed.

Your personal data mentioned under this heading as well as your call centre record are kept when you contact us via our dealer support line.

Your personal data in question are processed for the following purposes based on the legal grounds of the execution or performance of the contract, legal obligation, establishment, exercise, or protection of a right and Brisa's legitimate interests:

- Performance of communication activities,
- Ensuring security of Brisa operations;
- Monitoring and/or inspecting business activities of a dealer's employees,
- Planning and implementing business operations,
- Follow up of requests/ complaints,
- Ensuring accuracy and up-to-datedness with the data,
- Planning and/or implementing corporate governance activities,
- Conducting advertisement/ campaign/ promotion processes,
- Execution of customer relations management processes;
- Execution of goods/service production and operation processes,
- Performance of finance and accounting operations;
- Pursuing and implementing legal procedures;

- Execution of risk management processes,
- Ensuring compliance of operations with the applicable legislation;
- Planning and/or implementing activities on efficiency/ effectiveness and/ or expediency analyses on business operations,
- Planning and implementing market research activities for the sale and marketing of products and services,
- Performance of audit/ ethics activities,
- Execution of processes for product/ service marketing
- Execution of access authorizations,
- Performance of retention and archive activities,
- Performance of internal audit/ investigation/ intelligence activities
- Execution of commitment processes to the company/product/services,
- Organization and event management,
- Performance of training activities,
- Conducting logistics activities,
- Execution of goods and services procurement and after-sales support processes,
- Planning and execution of corporate communication activities.

C. Processing Personal Data of Sub-Employer's Authorised Representative and/or Employees

If you are an authorized representative or employee of companies that serve Brisa as a subcontractor, we are required to process your personal data due to the business relationship and some of our obligations. We generally process your personal data for the following purposes:

- Performance of communication activities,
- Planning and implementing business operations,
- Organization and event management,
- Providing information to competent persons, public institutions and organizations;
- Planning and/or implementing production and/or operation processes
- Planning and/or implementing occupational health and/or security processes
- Performance of finance and accounting operations;
- Pursuing and implementing legal procedures;
- Execution of risk management processes,
- Implementation of agreement processes;
- Management of affairs with sub-employers,
- Planning and/or implementing corporate governance activities,
- Planning of human resources process;
- Performance of internal audit/ investigation/ intelligence activities

- Performance of obligations that arise from applicable legislation concerning employees of subcontractors.

D. Processing of Personal Data of the Authorised Representative and/or Employees of Suppliers & Business Partners

We have some business partners and suppliers with whom we have entered into a business relationship in order to provide services and support to Brisa in certain matters. In this context, we need to process some of your personal data to perform our mutual obligations in the business relationship between us due to the fact that you are an employee or authorized signatory of these companies. For example, your personal data such as your e-mail address and telephone number are processed to contact you within the scope of the service we receive. If you are an authorized representative or employee of our suppliers or business partners, your personal data is processed for the purposes of performing and supervising business activities, performing communication activities, conducting finance and accounting affairs, conducting production & service operation and sales processes, conducting activities in accordance with the legislation, and for similar purposes based on the legal reasons of legal obligation, execution or performance of an agreement and the legitimate interest of Brisa.

E. Processing of our Visitors' Personal Data

Some of your personal data are processed within the scope of creating and tracking visitor records before entering the relevant premises or when you enter the premises if you visit to Brisa buildings and facilities as a visitor. Our personal data processing activities in question are provided below:

1- Processing Your Personal Data by Keeping Internet Access Logs of Visitors

Brisa is obliged to keep your internet access logs electronically in its own systems and keep them for two years when you connect to the Brisa internet network as a guest for internet access.

Within the scope of this obligation, your personal data such as the start and end time of internet use, IP address, MAC address, web pages you visit, log records are recorded and stored by Brisa within your internet access logs.

Brisa processes your personal data for the following purposes or similar purposes as provided below:

- Ensuring compliance of operations with the applicable legislation;
- Pursuing and implementing legal procedures;
- Providing information to competent persons, public institutions and organizations;
- Ensuring the security of Brisa operations, database, and internet access,
- Establishing and operating the infrastructure of information technologies,
- Planning and execution of information security processes.

By keeping visitor internet access logs, your personal data is processed on the basis of legal reasons such as being expressly stipulated in the law (Law No. 5651), legal obligation (Regulation on Internet Mass Use Providers - Official Gazette Date and Number: 11.04.2017, 30035), establishment, exercise or protection of a right (providing internet access to you as a visitor).

2- Processing Your Personal Data by Keeping Camera Records

Brisa buildings and facilities are monitored by security cameras in order to ensure security. In this context, personal data of our visitors are processed by taking video recordings of our visitors by means of camera surveillance system at Brisa's building, facility entrances and inside the facility.

Your personal data collected pursuant to the personal data processing activity in question are processed for purposes such as ensuring the security of Brisa premises, buildings and/or facilities, creating and tracking visitor records, providing information to authorised institutions in accordance with the legislation and on the basis of legal reasons such as the establishment, exercise or protection of a right, legitimate interest and the necessity of data processing activity for Brisa to perform its legal obligation.

F. Processing of Your Personal Data within the Scope of Job Applications

You share some personal data with us when you apply for a job to join Brisa and become a part of our team. In this context, your personal data is transmitted to us through the job application channels on our websites, through the companies we receive support in the recruitment process or through other channels.

Your personal data collected during job application processes include your name, surname, address, telephone, e-mail, date of birth, place of birth, educational background, foreign language knowledge, reference information, information on certificates and professional qualifications, information contained in your CV, information on your previous work experience. However, if you disclose it to us, your criminal record information or health information may also be processed from time to time. This information is used to assess your suitability for the job (for example, whether your health condition is suitable for the relevant position or whether your criminal record legally prevents you from working in certain jobs).

Your personal data you disclose to us are processed for purposes such as conducting recruitment processes, evaluating your suitability for the job, conducting reference processes, conducting human resources processes, conducting the application processes of employee candidates, and for the establishment, exercise or protection of a right, the establishment or performance of your employment contract, and the legitimate interests of Brisa.

VI. Principles on Processing of Personal Data

As Brisa, we implement the following principles in all processes where we process your personal data and we process your personal data in accordance with these principles:

A. Lawfulness and Fairness

We pay attention to act in accordance with our obligations in all applicable legal regulation, especially the personal data protection legislation while processing your personal data.

The review of personal data in accordance with the rule of good faith means the processing of your data for the purposes for which you disclosed your personal data to us, i.e. in a foreseeable manner on your part.

In order to ensure compliance with this principle, Brisa informs you with this Policy and information notices regarding your personal data, especially the purposes of processing your personal data, and acts in compliance with its legal obligations.

B. Accuracy

You have the right to request correction of your personal data processed by Brisa in case of incomplete or incorrect processing. In accordance with this principle, our Company always keeps the channels open to ensure that the information of the relevant person is accurate and up to date. You can find detailed information about the channels you can reach us in the section titled "XI. Your Rights within the Scope of Protection of Your Personal Data" of our policy.

C. Processing for Specific, Explicit and Legitimate Purposes

In parallel with the principle of compliance with the law and good faith principle, Brisa determines the purposes for which your personal data will be processed and informs you about these purposes. Thus, it aims to ensure that our personal data processing activities carried out by our Company are understandable by you. In addition, while determining the purposes of processing personal data in accordance with the principle of processing for legitimate purposes, we pay attention to the fact that these purposes are related to the work or the services we provide.

D. Proportionality and Data Minimisation

In its personal data processing activities, Brisa considers whether the data it processes is suitable for the realisation of the purposes it determines and takes care not to process personal data that is not relevant or not needed for the achievement of the purpose. In accordance with the said principle, also known as the principle of data minimisation, our Company obtains sufficient data from you to fulfil the purpose of personal data processing; and does not process your personal data that is not necessary in this way.

E. Storage Limitation

Brisa takes the necessary technical and administrative measures to prevent unlawful processing of your personal data, prevent unlawful access to your personal data and ensure the appropriate level of security to ensure the protection of your personal data. In this context, Brisa retains your personal data by taking into

account the periods stipulated in the legislation and the periods required for the purpose for which they are processed. Your personal data are destroyed by Brisa after the purpose of processing is no longer valid unless there is no other legal reason for us to keep them.

VII. Legal Grounds for Processing Your Personal Data

Brisa processes your personal data based on one or more of the legal grounds stipulated in the Law. This section of our policy aims to inform you about what these legal reasons may be.

Race, ethnic origin, political affinity, philosophical view, religion, sect or other beliefs, clothing style, membership to any association, foundation or union, health, sexual preferences, criminal history and security measures as well as biometric and genetic data are defined as special categories of personal data under the Law. The legal grounds for processing your personal data differ due to the sensitivity regarding special categories of personal data.

A. Legal Grounds for Processing Special Categories of Personal Data:

We process your special categories of personal data in the following case:

- All your special categories of personal data other than health and sexual life are processed only in cases clearly stipulated by law. According to this legal reason, if our activity of processing your sensitive data is clearly stated in the law, then we may process your sensitive data without your explicit consent for the legal reason of "clearly stipulated in the law". If there is no such explicit provision in the law, your explicit consent is asked for the processing of the personal data in question.
- We may process your personal data of special nature related to health and sexual life only by persons who are under the obligation of confidentiality such as doctors, workplace physicians, pharmacists in cases where it is one of the purposes of protecting public health, preventive medicine, medical diagnosis, treatment and care services, planning and management of health services and financing. If one of these legal reasons is not available, it is asked whether you have explicit consent for the processing of the personal data in question.

B. Legal Grounds for Processing Your Other Personal Data

Except for your special categories of personal data, we rely on one or more of the following legal grounds in all other personal data processing processes:

- It is expressly provided for by the laws.
- Factual impossibility,

- Processing of your personal data is necessary for the execution of a contract between us or the performance of a contract between us,
- Data processing is necessary for Brisa to perform its legal obligations,
- Data processing is necessary for establishing, exercising, or protecting any right;
- Data processing is necessary for the legitimate interests of Brisa,
- In the absence of at least one of the above-mentioned legal grounds, your explicit consent provided to us.

In case your explicit consent is not sought for the processing of your personal data, your personal data is processed for the purposes specified in this Policy on the basis of other legal grounds specified above.

In case your personal data is processed based on your explicit consent, please note that you can withdraw your explicit consent at any time. In this case, your withdrawal of your explicit consent does not affect the lawfulness of the personal data processing activities we have carried out based on your consent before the date of withdrawal.

VIII. Retention of Personal Data

We retain your personal data i) for the periods stipulated in the applicable legislation (or any other period that we are legally required to retain for a longer period) or ii) for as long as necessary to provide you with our services and products or iii) for as long as required by the purposes for which we process your personal data.

As Brisa, the retention periods of your personal data are reviewed periodically. According to these periods, your personal data is destroyed if there is no other legal reason that requires us to process it.

If you no longer wish us to contact you, for example if you no longer wish to receive commercial communications in order to be informed about campaigns, we will retain a minimum amount of information about you. Keeping a minimum of information in this way is necessary so that we can prevent you from being contacted in the future. Please note that in this case your previously stated wish for not being contacted may not be recognised if you request that we delete all information about you and you wish to use our products or make use of our services at a later date. For this reason, along with your request for not being contacted, a minimum level of your personal data must be stored so that this request can be kept in our records.

IX. Transfer of Personal Data

In some cases, we are required to disclose your personal data to third parties when we need to provide a service or deliver a product, or to help us improve your experience with us, or as part of our obligations or legal obligations under relevant agreements. "Third parties" refers to parties such as social media agencies, subcontractors, sponsors, business partners, suppliers, legally authorised public institutions, manufacturers. These third parties may be domestic or abroad. In case we transfer your personal data to third parties abroad, we ensure the transfer of your personal data in accordance with the Law, by taking the necessary legal actions and in a secure manner.

We regulate our relationships regarding data transfer in order to ensure limited use of your personal data by the parties with whom we share your personal data and to ensure data security. In the processes related to the transferring of your personal data, data transfer is generally carried out on the basis of legal obligations, the establishment, exercise or protection of a right and the legitimate interest of our Company in the course of its business activities. In case one of these reasons and other legal reasons specified in the law is not available, your explicit consent is also required for the disclosure.

Please note some of the sample processes regarding our disclosure of your personal data below:

- Your personal data regarding your payment transaction will be processed by a professional organisation(s) providing payment services in order to ensure the security of your payment when you make a payment transaction through any of our websites. These payment institutions have the necessary security standards in accordance with the relevant banking legislation and have obtained permission from the Banking Regulation and Supervision Agency. If you have any question about the security of your payment transactions, please contact us at kvk@brisa.com.tr.
- We work with trusted partners and/or suppliers to support our business processes when we test and launch a new product or service. In this context, we disclose your personal data to these service providers.
- We share some of your personal data with legally authorised public institutions within the scope of audit and investigation activities.
- From time to time, we may organise campaigns together with some organisations. If you wish to participate in these campaigns, your personal data is shared with our business partners with whom we organise the campaign, third parties such as media organisations and advertising agencies that promote the campaign within the scope of your consent.
- We receive professional services from third party service providers to conduct statistical analyses and surveys to support our advertising and content production efforts.

In some cases, we work with business partners (such as agencies) to advertise to groups of people with specific interests. We work with third parties to identify people who are interested in our products and services or, in some cases, in the products and services of our business partners.

The collection, use and sharing of your personal data by third parties in this way are explained in the policies of such third parties. Matters regulated in third party policies may differ from Brisa's Policy. For this reason, we remind you that Brisa is not responsible for the aforementioned third party policies, and we advise you to make sure that you have read and understood the policies of all applicable third parties before disclosing your personal data to third parties.

X. Security of Your Personal Data

We care about the security of your personal data and as Brisa, we implement the necessary policies and procedures to ensure that your personal data we process are stored reliably. In this context, we limit the persons who have access to your personal data and if there are third parties to whom we transfer your personal data, we regulate our relationships with the necessary instruments to restrict the availability of your personal data and to ensure the security of your data.

Below are the main administrative and technical measures we take for the security of your personal data:

- a) The authorisation of employees who access personal data to process the data is limited by their roles and responsibilities.
- b) Registration and management of hardware, software and network resources are carried out.
- c) Comprehensive data transfer agreements are made with third parties to be positioned as data processors or with parties with intensive data transfer.
- d) In case personal data is obtained by others through unlawful means, this situation shall be notified to the relevant person and the Board as soon as possible.
- e) Employees who process personal data are informed in order to understand their duties and responsibilities to ensure data confidentiality. This information is provided during the recruitment process and during the employment period.
- f) Access to databases and information systems is controlled and authorised, and common user and password applications are not allowed.
- g) Anti-virus applications are used to prevent security vulnerabilities.
- h) System updates are made periodically for security reasons.
- i) Databases and information systems traffic are protected by firewall and intrusion prevention software.
- j) Organisational efforts are made for data backup and recovery, roles and responsibilities are determined.
- k) Mobile/ portable devices are kept under record, and measures such as remote data deletion are implemented when a possible theft or misuse is detected on these devices.
- l) Internal audits are carried out and personnel are assigned to ensure the continuity of all administrative and technical measures.

XI Your Rights within the Scope of Personal Data Protection

Regarding your personal data processed by Brisa as specified in the Policy, you have right to:

- 1.** Get information whether your personal data is being processed and obtain information about them if we are processing them,
- 2.** Get information on the purpose of processing your personal information and as to whether it was used in accordance with the purpose;
- 3.** Get information on local and foreign third parties who were transferred your personal data;

4. Request correction in case your personal information is processed in an incomplete or inaccurate manner and request notification of such corrections to the third persons who received your personal information;
5. Request deletion or destruction of your personal data in case the reason of processing is no longer valid even though we process in compliance with the Law and applicable legislation, and request notification of the relevant action to, if any, third persons who are transferred your personal data,
6. File objection against unfavourable results obtained through analysis of your personal data using automatic systems only;
7. Claim compensation of losses and damages that may arise from illegal processing of your personal information

If you wish to exercise one or more of the above-mentioned rights, you can complete the "Data Subject Application Form" on our website www.brisa.com.tr and send it to us by the following methods:

- You can send in writing to Kısıklı Cad. Şehit İsmail Moray Sok. No: 2-1 Üsküdar- İstanbul address **by mail**.
- **Use your e-mail address registered in our systems** and send an e-mail with your inquiries to e-mail address kvk@brisa.com.tr.

You may send your inquiries to us by other methods specified in [Communique on Principles and Procedures of Application to Data Controller](#).

Brisa shall respond to your inquiry as soon as possible and in any case, latest within 30 days.

You may be asked for additional information to determine whether you are authorised to apply or to respond to your request more quickly. Detailed explanations on this subject are included in our Data Subject Application Form.

