



JOB APPLICANT PRIVACY NOTICE

This **Job Applicant Privacy Notice** has been prepared by **Aksa Jeneratör Sanayi A.Ş. (the “Company”)**, acting as the Data Controller, to inform you, in accordance with the **Law No. 6698 on the Protection of Personal Data (“KVKK”)** and the applicable legislation, about the processing of your personal data in connection with your job application.

If you are requested to provide references or choose to include reference information in your CV, you are responsible for ensuring that the reference information shared with the Company is accurate and up to date, and for duly informing the individuals whose personal data you provide as references.

1. Personal Data Processed and Scope of Processing

Personal data means any information relating to an identified or identifiable natural person. For example, your name and surname, eye color, telephone number, and bank account details are considered personal data. The processing of personal data refers to any operation performed on such data, including collection, recording, organization, storage, alteration, disclosure, transfer, deletion, destruction, or any other processing activity.

The categories of personal data processed are set out in the tables below.

• Basic Identity Information

Personal Data That Is Processed	Purposes of Processing Your Personal Data	Methods of Collecting Your Personal Data	Legal Grounds for Our Processing Activities
• First name • Last name • Marital status • Driver’s license information	• Candidate / intern / student selection and placement processes • Execution of employee candidates' application processes • Planning of human resources processes • Execution / audit of business activities	• Hard-copy forms • Electronic forms • Career portals	• Performance or execution of a contract • Legitimate interests of the Data Controller • Personal data made public by the data subject

• Contact Information

Personal Data That Is Processed	Purposes of Processing Your Personal Data	Methods of Collecting Your Personal Data	Legal Grounds for Our Processing Activities
• Phone number • E-mail address • Address	• Candidate / intern / student selection and placement processes • Execution of employee candidates' application processes • Planning of human resources processes • Execution / audit of business activities • Execution of communication activities	• Hard-copy forms • Electronic forms • Career portals	• Performance or execution of a contract • Legitimate interests of the Data Controller • Personal data made public by the data subject

- **Employees' Personal Information**

Personal Data That Is Processed	Purposes of Processing Your Personal Data	Methods of Collecting Your Personal Data	Legal Grounds for Our Processing Activities
• Title • Wage information • Military service information	• Candidate / intern / student selection and placement processes • Execution of employee candidates' application processes • Planning of human resources processes • Execution / audit of business activities	• Hard-copy forms • Electronic forms • Career portals	• Performance or execution of a contract • Legitimate interests of the Data Controller • Personal data made public by the data subject

- **Professional Experience Information**

Personal Data That Is Processed	Purposes of Processing Your Personal Data	Methods of Collecting Your Personal Data	Legal Grounds for Our Processing Activities
• Certificates • Education information • Language information • Computer programs knowledge	• Candidate / intern / student selection and placement processes • Execution of employee candidates' application processes • Planning of human resources processes • Execution / audit of business activities	• Hard-copy forms • Electronic forms • Career portals	• Performance or execution of a contract • Legitimate interests of the Data Controller • Personal data made public by the data subject

- **Visual And Audio Recording Data**

Personal Data That Is Processed	Purposes of Processing Your Personal Data	Methods of Collecting Your Personal Data	Legal Grounds for Our Processing Activities
• Photograph	• Candidate / intern / student selection and placement processes • Execution of employee candidates' application processes • Planning of human resources processes • Execution / audit of business activities	• Hard-copy forms • Electronic forms • Career portals	• Performance or execution of a contract • Legitimate interests of the Data Controller • Personal data made public by the data subject



2. Processing of Special Categories of Personal Data

The Company does not request your sensitive personal data during the recruitment process. Accordingly, we kindly ask that you do not include any sensitive personal data in your CV or other application documents. Sensitive personal data includes information relating to your race, ethnic origin, political beliefs, philosophical beliefs, religion, appearance information, association membership, foundations membership, union membership, personal health information, information related to sexual life, criminal convictions and security measures information, biometric data, and genetic data.

Health or disability information provided by applicants applying for positions designated for people with disabilities is processed solely for the purpose of assessing whether the applicant's health condition is suitable for the relevant position.

3. Recipient Groups to Whom We Transfer Your Personal Data and the Purposes of Transfer

Your personal data may be transferred to recipients located in Türkiye on the legal grounds set out above. In addition, where you provide your explicit consent, your personal data may be transferred to other group companies within the Kazancı Holding group for the purposes of informing you about future employment opportunities and contacting you in this regard.

The purposes of such transfers are set out in detail below:

Categories of Domestic Recipients	Purposes of Transfer
Suppliers	• Execution of employee candidate / intern / student selection and placement processes • Execution / audit of business activities
Kazancı Holding Group Companies	• Execution of employee candidate / intern / student selection and placement processes • Execution of communication activities

4. Retention Period for Your Personal Data

Where you provide your explicit consent, your personal data will be retained for as long as necessary to contact you regarding future employment opportunities. Your personal data will be deleted, destroyed, or anonymized ex officio or upon your request where the legal grounds requiring the processing of your personal data no longer exist.

5. Your Rights as a Data Subject

A data subject refers to a natural person whose personal data are processed. As a data subject, you may exercise the rights set out in Article 11 of the KVKK in relation to your personal data processed under the KVKK.

6. How to Exercise Your Rights

To submit your requests and applications regarding your personal data, you may complete the [Data Subject Request Form](#) and submit it to the Company using one of the following methods;

- By sending the completed form, together with your handwritten signature and a copy of your identity document, to Rüzgarlıbahçe Mah. Özalp Çıkmazı No:10 Kavacık, Beykoz/İstanbul (the “**Company Address**”);
- By delivering the completed form in person to the Company Address upon presentation of a valid identity document,



- By signing the completed form with a secure electronic signature or mobile signature and sending it to kvkk@aksa.com.tr

In order to enable the Company to process your request in an efficient and timely manner, you are requested to clearly specify the right you wish to exercise under the Law and provide complete, accurate, and sufficiently detailed information regarding the subject matter of your request.

Please note that requests may only be submitted in relation to your own personal data. Where a request is submitted on behalf of another individual, the applicant must demonstrate that they are duly authorized to act on the data subject's behalf by providing appropriate supporting documentation (such as a notarized power of attorney). Requests submitted without sufficient proof of authorization will not be taken into consideration.

7. Assessment of Your Request

Your request will be reviewed and assessed in accordance with the Law. The Company will respond to your request as soon as reasonably practicable and, in any event, no later than 30 days from the date on which your request is received.