

INFORMATION FORM REGARDING PROTECTION OF PERSONAL DATA

We, as ICBC Turkey Yatırım Menkul Değerler A.Ş. (“ICBC Yatırım”), in the capacity of Data Supervisor, would like to inform you, according to article 10 entitled “Obligation of the Data Supervisor to Provide Information” of the Law, about the law no.6698 on Protection of Personal Data (“LPPD”), which has been published in the Official Gazette dated 7 April 2016 and issue no.29677, to protect basic rights and persons of the people, mainly the right to privacy, in processing of personal data, and to set forth the obligations of real persons and legal entities who/which process personal data.

Clients of ICBC Yatırım and/or authorised representatives of the Client shall maintain the system infrastructure and internet presentations and documents at the highest reliable level, in order to protect confidentiality of personal information which they shall obtain from potential clients, personnel, senior managers of the company and 3rd persons.

PURPOSE of PROCESSING PERSONAL DATA

Your personal data collected within the scope of your job application, planning of human resources processes and carrying out the operational activities necessary for the fulfillment of company activities in accordance with the relevant legislation and company procedures, answering your request and questions, it is processed for the purpose of informing you in case a suitable position is opened in the future.

COLLECTING PERSONAL DATA AND LEGAL GROUNDS

Your personal data may be obtained by ICBC Yatırım, from its clients and/or the Client’s authorised representatives, potential clients, personnel, senior management of the company, via all kinds of written, verbal or electronic channels such as the Head Office, branches, internet, phone / Call Centre etc. through which personal data of 3rd persons are obtained, various channels to the extent permitted under and within the scope of the limits set by relevant legal legislation.

Your personal data are collected based on following legal grounds, as set forth in articles 5 and 6 of the Law;

If set forth explicitly in relevant Laws, If required for ICBC Yatırım to fulfil its legal obligations, If directly related with concluding or fulfilling the Agreement and processing is required therefore, If processing is required for legitimate interests of ICBC Yatırım, provided that basic rights and freedoms are not prejudiced, If publicised by you, If processing is required in order to establish, use or protect a right, If there is explicit consent.

DISCLOSURE OF PROCESSED PERSONAL DATA

ICBC Yatırım may share your personal data collected for the above-mentioned purposes, with its direct and indirect shareholders, domestic and foreign subsidiaries and affiliates, and ICBC Group companies, limited to these purposes.

RIGHTS OF RELATED PERSON, PERSONAL DATA OF WHOM ARE PROCESSED

In case the counterparty to this Agreement is a real person, the Client, potential client, personnel and 3rd persons; and, in case the counter party is a legal person, authorised representative(s) of the Client shall be entitled to apply to ICBC Yatırım and to exercise their following rights, in accordance with the provisions of the LPPD:

- to learn whether the personal data are processed,
- if personal data are processed, to demand information in relation thereto,
- to learn the purpose of processing personal data and whether said data are used in accordance with intended purpose,
- to know the third persons, to whom personal data are disclosed in Turkey and abroad,
- in case the personal data are processed incompletely or incorrectly, to demand correction thereof,
- to demand deletion and destruction of personal data,
- in case personal data are corrected, deleted or destroyed, to demand that those transactions be notified to the persons, to whom personal data are disclosed,
- to raise objection against any result which may occur against the person, due to analysis, by means of automatic systems exclusively of processed data,
- if any loss is sustained due to processing of personal data illegally, to demand compensation of the loss.

Demands made in this regard, shall be finalised by ICBC Yatırım, free of any charge, at the latest within thirty days. However, in case a fee is set by the Personal Data Protection Board, the fee set forth in the tariff prepared by ICBC Yatırım, shall be charged.

IF YOU WANT TO CONTACT US FOR YOUR DEMANDS

If you want to contact us, provide feedback or ask your questions within the scope of the Law no.6698, you may deliver, in person or via notary public, your petition containing your demand, together with the documents certifying your identity, to the Branches of ICBC Yatırım or to our Head Office at the address of “Maslak Mah. Dereboyu / 2 Cad. No:13 34398 Sarıyer / İstanbul”.

For your applications which you want to make by e-mail, you may make them to the e-mail address kvkk@icbcyatirim.com.tr. You may make your applications which you want to make by means of REM, to our REM address at icbcyatirim@hs02.kep.tr. Written applications to be made in this regard, shall be accepted after verification of identity to be conducted by us and feedback shall be provided to relevant persons within legally required periods.

In your application;

- a)** your name, surname and if your application is in writing, your signature,
- b)** for the citizens of the Republic of Turkey, your Republic of Turkey identity number; if you are a foreigner, your nationality, your passport number or your identity number, if any,
- c)** your domicile address or address of your work place, eligible for notices,
- d)** your electronic mail address, phone and fax number, if any, eligible for notices,
- e)** subject of your demand,

should be indicated and the information and documents in relation to relevant matter, if any, should be attached to the application.

In applications, information shall be given only regarding the applicant person and it shall not be possible to obtain information regarding other family members and third persons.