

SZUTEST CONFORMITY ASSESSMENT INC (hereinafter referred to as SZUTEST) attaches great importance to the protection of your personal data as the Data Controller. With this Privacy Notice, we would like to inform you about your personal data in accordance with the Personal Data Protection Law No. 6698 (PDPL), the European Union General Data Protection Regulation (GDPR), the Communique on the Procedures and Principles to be Followed in Fulfilling the Obligation to Inform and other legislation.

SZUTEST has adopted the following principles when processing personal data.

- Compliance with the law and honesty rules.
- Being accurate and up-to-date when necessary.
- Processing for specific, explicit and legitimate purposes.
- Being relevant, limited and restrained for the purpose for which they are processed.
- To be kept for the period required by the relevant legislation or for the purpose for which they are processed.

Identity of the data controller

Company Title : SZUTEST CONFORMITY ASSESSMENT INC.
Mersis No : 07888048777400001
Contact info : TATLISU MAHALLESİ AKIF İNAN SOKAK NO: 1/1 UMRANIYE/ İSTANBUL
Phone No : +90 216 469 4666
E-mail address : kvkkaydinlatma@szutest.com.tr
Registered E-Mail : szutest@hs01.kep.tr

For what purpose personal data will be processed

Personal Data Category	Personal Data
Identity	Name Surname, Signature, Mother's Name, Father's Name, Date of Birth, Place of Birth, TR Identity Number, Title, Nationality, Tax Office, Tax Number
Contact	Contact Address, Telephone Number, E-Mail Address
Personnel	CV Information
Legal action	Information in Correspondence with Judicial Authorities, Information in the Case File
Customer Transaction	Billing Information, Check Information, Promissory Notes, Suggestions, Request/Complaint Information
Physical Space Security	Camera Recordings
Finance	IBAN No, Amount/Fees Information, Bank Account Information
Marketing	Information Obtained from the Survey Study (Supplier Evaluation Survey)
Video and Audio Recordings	Video and Audio Recordings

Your personal data in these forms is processed by us in accordance with the restrictions specified in the law.

SZUTEST processes the personal data of supplier officials and employees for the following purposes.

- Execution of Emergency Management Processes
- Execution of Information Security Processes
- Execution of Employee Satisfaction and Loyalty Processes
- Execution of Audit / Ethical Activities
- Execution of Training Activities
- Execution of Access Authorizations
- Execution of Activities in Compliance with the Legislation
- Execution of Finance and Accounting Affairs
- Ensuring Physical Space Security
- Follow-up and Execution of Legal Affairs
- Execution of Communication Activities
- Execution / Supervision of Business Activities
- Execution of Occupational Health / Safety Activities
- Receiving and Evaluating Suggestions for Improvement of Business Processes
- Execution of Business Continuity Ensuring Activities
- Execution of Goods / Services Procurement Processes
- Execution of Goods / Services After-Sales Support Services
- Execution of Goods / Services Sales Processes
- Execution of Activities for Customer Satisfaction
- Organization and Event Management
- Execution of Advertising / Campaign / Promotion Processes
- Execution of Risk Management Processes
- Execution of Contract Processes
- Follow-up of Requests / Complaints
- Execution of Supply Chain Management Processes
- Execution of Marketing Processes of Products / Services
- Execution of Skills / Career Development Activities
- Providing Information to Authorized Persons, Institutions and Organizations

Method and legal reason for collecting personal data

From your personal data, within the scope of the contractual relationship with our company, your personal data is collected and processed within the scope of the collection of price offers, the creation of contracts, undertakings and the fulfillment of the obligations arising from the contract in the subsequent processes, the creation of determination and suggestion books, the payment of the dues, and the execution of communication activities (mail, power plant call, etc.). In this context, you transmit your personal data to our Company through verbal or hand-delivered, written channels such as e-mail.

Your personal data obtained are processed automatically by the software and application used by SZUTEST and by non-automatic means by physical filing.

Your personal data obtained by our company is processed on the condition that data processing is mandatory for the legitimate interests of the Company provided that it is clearly stipulated in the laws in accordance with the PDPL article 5/2-a, it is necessary for our Company to fulfill its legal obligation pursuant to article 5/2-ç, it is necessary within the scope of the contractual relationship between you and our Company in accordance with article 5/2-c of the PDPL, data processing is mandatory for the establishment of a right in accordance with article 5/2-e of the PDPL and it does not harm your fundamental rights and freedoms in accordance with PDPL article 5/2-f due to the fulfillment of the obligations under the Personal Data Protection Law No. 6698, the Turkish Commercial Code No. 6102, the Tax Procedure Law No. 213 and other relevant laws.

In order to ensure physical space security, security camera recordings are obtained and processed within the scope of our Company's legitimate interests in accordance with Article 5/2-f of the PDPL.

Your video and audio recording on the company's social media accounts and website is only obtained and processed with your explicit consent in accordance with Article 5/1 of the PDPL.

If you communicate with WHATSAPP, your personal data is processed for the purpose of carrying out communication activities. If you send a message to our Company through the application called WHATSAPP, your personal data is obtained and processed within the scope of your explicit consent in accordance with Article 5/1 of the PDPL. Your personal data is obtained automatically through the WHATSAPP application.

Important Note: Due to the use of foreign service providers in communications via WHATSAPP, your personal data may be sent abroad and may pose a risk to the security of your information. For the security of your personal data, we recommend that you contact us via our corporate e-mail address.

To whom and for what purpose personal data can be transferred

By means of this Privacy Notice, you are informed that your processed personal data can be shared with group companies (SZUTEST SOFTWARE TECHNOLOGIES INDUSTRY AND TRADE LTD. COMPANY, SZUTEST JOINT HEALTH AND SAFETY UNIT LTD. COMPANY, EGITIM101 EDUCATION SERVICES INC, SZUTEST KONFORMITÄTSBEWER-TUNGSSTELLE GMBH GERMANY, SZUTEST LTD. BULGARIA, MALTA CONFORMITY ASSESSMENT HOLDING LTD. MALTA) and SZUTEST's domestic and foreign communication offices (www.szutest.com.tr/iletisim) when necessary in order to carry out business organization and planning in accordance with the above purposes and the conditions in Articles 8 and 9 of the PDPL, with explicit consent in cases where explicit consent is required by law, and in cases where it is mandatory within the framework of the conditions determined by the law and to the extent necessary.

Your personal data may be shared with authorized public institutions and organizations, companies that receive consultancy services, banks and auditors as it is mandatory for the Company to fulfill its legal obligations within the scope of Tax Procedure Law No. 213, Occupational Health and Safety Law No. 6331 and other legislation. In order to fulfill the contractual relationship between you and the company, your personal data may be shared with domestic and foreign customers, suppliers and, if necessary, third parties. Within the scope of obtaining information technology services, it can be shared with domestic and foreign information technology companies outside the Company. In addition, in the event of a dispute or when requested by official authorities (such as judicial and administrative authorities), your personal data may be shared with these authorities, consulting attorney's offices and supervisory authorities, within the scope of the Company's legal obligation and where data processing is necessary to establish a right. Your health data, criminal conviction and security measure information from your sensitive personal data are shared with unauthorized persons only within the scope of your explicit consent.

Your audio-visual recording on company social media accounts and the company website is only shared with your explicit consent in accordance with Article 9/1 of the PDPL and transferred abroad.

Your personal data obtained through WHATSAPP is sent to authorized public institutions and organizations in order that it is mandatory for the Data controller to fulfill its legal obligations, to judicial and administrative authorities for the follow-up and execution of legal affairs, and it can be transferred abroad since the headquarters of the WHATSAPP Inc. company is abroad (United States) within the scope of your explicit consent in accordance with Article 9/1 of the PDPL.

Other rights of the related person as listed in Article 11

Dear supplier, we inform you that you have the following rights in accordance with Article 11 of the PDPL:

- Learning whether personal data is processed or not,
- If personal data has been processed, requesting information about it,
- To learn the purpose of processing personal data and whether they are used in accordance with the purpose,
- Knowing the third parties to whom personal data is transferred in the country or abroad
- Requesting correction of personal data in case of incomplete or incorrect processing
- Requesting the deletion or destruction of personal data,
- Requesting notification of the transactions regarding the correction, deletion or destruction of personal data to the third parties to whom the personal data has been transferred,

- Objecting to the emergence of a result against the person himself by analyzing the processed data exclusively through automated systems,
- Requesting the compensation of the damage in case of loss due to unlawful processing of personal data

You can submit your requests regarding your rights in Article 11 of the PDPL to our company by filling in the FR.VYS.03 RELATED PERSON APPLICATION FORM, which you can access on our website "www.szutest.com" according to the Communiqué on Procedures and Principles for the Request to Data Controller. Depending on the nature of your request, your applications will be concluded free of charge as soon as possible and within thirty days at the latest; however, if the transaction requires an additional cost, you may be charged a fee according to the tariff to be determined by the Personal Data Protection Board.

I have read and understood the Supplier Privacy Notice above. I undertake to notify SZUTEST immediately if there is a change in my personal data contained in this Text.

Name-surname:

Date:

Signature: