

Personal Data Owner Application Guide

1. Overview

The Law on Personal Data Protection 6698 (the Law on "Personal Data Protection") gives personal data owners the right to make a number of requests such as being informed about personal data about themselves, having access to such data, finding out whether they are used for their purposes and requesting their correction or deletion.

As per the first paragraph of Article 13 of the Law on the PPD Law, the applications to be made in relation to these rights for CMK Kablo Elektrik Sanayi İç ve Dış Ticaret Ltd. Şti. (hereinafter referred to as "CMK Kablo"), must be communicated in writing by this Personal Data Owner Application Form or other methods determined by the Personal Data Protection Board ("Board").

In this context, the applications to be made to CMK Kablo in "written" form shall be printed out;

- With the Applicant's personal application,
- Through the notary public,
- Signed by the Applicant with the "secure electronic signature" defined in the Electronic Signature Law No. 5070 and sent to the registered e-mail address of our company,

2 Application Topics

Pursuant to Article 11 of the Law on PPD, anyone whose personal data is processed may apply to CMK Kablo as mentioned above and make claims related to the following issues:

- Being aware of whether their personal data are processed,
- If their personal data has been processed, requesting information about it,
- Being aware of the purpose of processing your personal data and whether your personal data are used in accordance with its purpose,
- Being aware of about third parties whose personal data are transferred domestically or abroad,
- Requesting the correction of personal data in case of incomplete or incorrect processing and requesting the notification of the transaction made within this scope to the third parties to whom the personal data are transferred,
- Requesting the deletion, destruction or anonymization of your personal data in the event that the reasons requiring processing are eliminated, and requesting that the transaction carried out in this context be notified to the third parties to whom your personal data are transferred,

- Objecting to the occurrence of a result to the detriment of the data owner by analyzing the processed data exclusively through automated systems,
- Requesting compensation in case of loss due to unlawful processing of personal data.

Conditions Excluded from the Right of Application

Pursuant to Article 28 of the Law on PPD, it will not be possible for personal data owners to assert their application rights as the following cases are excluded from the scope of the Law on PPD:

- Processing of personal data for purposes such as research, planning and statistics by anonymizing them with official statistics.
- Processing of personal data for artistic, historical, literary or scientific purposes or within the scope of freedom of expression, provided that it does not violate or constitute a crime against national defence, national security, public security, public order, economic security, privacy or personal rights.
- Processing of personal data within the scope of preventive, protective and intelligence activities carried out by public institutions and organizations authorized by law to ensure national defence, national security, public security, public order or economic security.
- Processing of personal data by judicial authorities or enforcement authorities in relation to investigation, prosecution, trial or execution procedures.

According to Article 28, paragraph 2 of the LPPD Law, it is not possible to assert the rights except for the right to claim the compensation of damages in the following cases:

- Personal data processing is necessary for the prevention of crime or for the investigation of crime,
- Processing of personal data made public by the person concerned,
- Personal data processing is necessary for disciplinary investigation or prosecution by the competent public institutions and organizations and professional organizations in the nature of public institutions based on the authority granted by the law,
- The processing of personal data is necessary for the protection of the economic and financial interests of the State in relation to budget, tax and financial matters.

3. Procedure and Duration of CMK Kablo Responding to Applications

In accordance with Article 13 of the Law on PPD, CMK Kablo shall conclude the application requests made by the personal data owners free of charge within 30 (thirty) days at the latest according to the nature of the request. However, if the transaction also requires a cost, the fee in the tariff determined by the PPD Board may be charged. Our company may accept the application as well as

and may reject the answer with justifications and notify in writing or electronically to the relevant person for the following reasons. The application of the personal data owner may be rejected in the following cases:

- Blocking the rights and freedoms of other persons
- Requires disproportionate effort
- The fact that information is public information
- Threatening the privacy of others
- Availability of one of the situations outside the scope in accordance with the Law on PPD (see 2)

4. Right of the Data Owner to Complain to the Board

Pursuant to Article 14 of the PPD, the personal data owner may file a complaint to the Board of PPD within thirty days and in any case within sixty days of the date of receipt of the answer of the data controller in case of rejection of his/her application, inadequate response or failure to respond to his/her application in time. There will be no complaint to the Board without applying to our company.

5. Other

CMK Kablo may request additional information from the relevant data owner and may ask questions about the personal data owner's application in order to clarify the matters contained in the personal data owner's application.