

# Libero Yazılım Teknolojileri A.Ş. Libero Systems

#### DISCLOSURE NOTICE ABOUT THE PROTECTION OF PERSONAL DATA

Maximum sensitivity is shown to ensure the security of your personal data you have shared with us by Libero Yazılım Teknolojileri A.Ş. (Referred to as "Libero Systems"), In this context, in the following Disclosure Statement ("Notification"), which we have prepared as a data supervisor in accordance with Article 10 of the Personal Data Protection Law No.6698 ("Law"), the methods of collecting your personal data, the purposes of processing and legal reasons, as the person concerned with the persons to whom it will be transferred Your rights are presented foryour information.

For detailed information on the processing of your personal data, you can review the Personal Data Protection and Processing Policy of Libero Yazılım Teknolojileri A.Ş. ("Libero Systems").

## **Purposes of Processing Personal Data:**

- Fulfilling Human Resources Operations and Processes
- Fulfilling Supply Chain Operations and Processes
- Sales and Customer Relationship Management
- Performing Communication Activities
- Ensuring Company Facility and Information Security
- Compliance with Legislation and Fulfillment of Obligations & Performance of Audit Activities
- Execution of Company Activities and Policies

#### **Methods to Collect Personal Data:**

Your personal data is collected by various methods such as: Physical applications you made to our company, e-mails in electronic media during your visit to our company facilities, contracts you have signed with our company, software specific to our company activities, our website, social media accounts, supplier information forms, communication information forms, other commercial documents, payment information, negotiable documents, fully or partially automatic provided that they are in written or electronic form, or non-automatic as part of any data recording system, our domestic affiliates, program partner institutions and organizations, official institutions using various methods to be obtained from outside the Company, including other third parties.



## **Legal Reasons for Processing Your Personal Data:**

We process your personal data based on your explicit consent and also without your explicit consent where data processing is required, provided that (i) the data processing is explicitly stipulated by law, (ii) is directly related to the establishment or performance of a contract, (iii) in cases where data processing is mandatory in order to fulfill a legal obligation, (iv) on the condition that the data is made public by you, (v) data processing is mandatory for the establishment, use or protection of a right or (vi) it does not harm your fundamental rights and freedoms, where data processing is necessary for our legitimate interests.

#### **Transfer of Personal Data:**

We are able to transfer your personal data provided that we comply with the general principles listed in Article 4 of the PDPL and the conditions stipulated in Articles 8 and 9 and take necessary security measures; for the provision of goods and services or the supply of goods and services within the scope of the company operations and activities, to fulfill the liabilities of the company arising from the legislation, to meet the demands of the authorized institutions and organizations, to plan the legal processes and to exercise the right of defense. We are able to transfer your personal data to our group companies, authorized institutions and organizations, business partners (suppliers), product and service purchaser, representative or employee, shareholder / partners limited to the purposes of corporate communication, management, audit and planning activities. We may process and store your personal data on servers located at home or abroad or in other electronic media, provided that necessarysecurity measures are taken.

## **Measures Taken Regarding the Security of Personal Data:**

All necessary physical, administrative and technological measures are taken and periodically updated in order to ensure that your personal data are not processed illegally, that these data are not accessed illegally and that your personal data are stored securely.



### Your Rights as Data Owner within the Scope of PDPL:

Within the framework of the PDPL and other applicable legislation, you have the following rights: To learn whether your Personal Data is processed, to request information if your Personal Data has been processed, to learn the purpose of processing Personal Data and whether they are used in accordance with their purpose, to know the third parties to whom your Personal Data is transferred at home or abroad, to request correction of your Personal Data if it is incomplete or incorrectly processed, to request the deletion or destruction of your Personal Data within the framework of the conditions stipulated in the PDPL legislation, to request the transactions made to be notified to third parties to whom your Personal Data is transferred, to object to the emergence of a result against you by analyzing the processed data exclusively through automated systems, to request the removal of this damage in case you suffer damage due to unlawful processing of Personal Data.

#### **Application Ways to the Company within the Scope of Your Rights:**

You can send your request to use your rights stated above to our Company in the following ways and as a Related Person;

- With the application you will make with a secure electronic signature from the REMaddress
- With your application to our company from the e-mail address notified by the person concerned before the application date,
- You can submit a signed application petition personally, through a notary public or by registered mail with return receipt to this address: "Fulya Mah. Akinci Bayiri Sok. No:28/1 34394 Sisli/Istanbul/Turkey"

Our company concludes your application within 30 days, accepts the request or rejects it by explaining the reason and informs the relevant person in writing or electronically. Although your requests will be concluded free of charge as a rule, if the response of your request also requires a cost, a fee may be charged in the amounts determined within the framework of the relevant legislation.

**Trade Register Number**: 229065-5

**Mersis Nr.** : 0608-1235-3470-0001

Trade Name : Libero Yazılım Teknolojileri A.Ş.

Address : Fulya Mah. Akinci Bayiri Sok. No:28/1 34394

Sisli/Istanbul/Turkey

Web : https://www.liberosystems.com