

**GENERAL NOTICE ON
THE PROTECTION AND PROCESSING OF PERSONAL DATA**

As **BIRINCI OTOMOTIV SANAYI VE TICARET ANONIM SIRKETI** (“**BIRINCI**” or “**Company**”), we display maximum sensitivity to the security of personal data. With this awareness, we attach great importance to the processing and retention of the personal data belonging to natural persons, with whom the Company interacts, in compliance with the Law No. 6698 on Protection of Personal Data (“**Law**”), secondary regulations (legislations, communiqué, circulars), which have been or will be enforced based on this Law and the decisions which have been and will be taken by the Personal Data Protection Board and bind us. With the full understanding of this responsibility, we process your personal data in the capacity of “Data Controller” as defined in the Law, as explained below, and within the limits stipulated by the legislation.

1. Information Concerning Data Controller

Per the law, Birinci Otomotiv Sanayi ve Ticaret Anonim Sirketi which is registered at Gebze Register of Commerce with the trade registration number 21963 and MERSIS number 0178001005900012 and has its registered office at “TOSB Automotive Supply Industry Specialization Organized Industrial Zone 2. Cadde No. 1 No:/ Çayırova/Kocaeli” is the Data Controller.

2. Purposes of Processing Personal Data

Your personal data are processed by the Company to perform the necessary works by business departments of the Company to carry out the commercial activities of the Company in compliance with the legislation and Company policies and conduct the activities in this direction, to determine, plan and implement the commercial policies of the Company in the short, medium and long term, to design and conduct human resources activities of the Company, to fulfill the obligations arising from the relevant legislation, to manage customer relations and corporate communication processes, and to ensure the commercial and legal safety of natural persons and legal entities with whom the Company has business relations, within the framework of limits stipulated by law, lawfully and in compliance with rules of bona fides and to be relevant with, limited to, and proportionate to these purposes

3. Transfer of Personal Data

Your personal data are transferred primarily to legally authorized public institutions, judicial and administrative authorities, private law legal entities, and real persons allowed in other legislation, institutions, and organizations authorized to audit the Company, contracted payment institutions to fulfill the payments and financial obligations, business partners from whom services are received or cooperated for the execution and development of the Company’s activities, and the Company’s suppliers only when necessary, by taking the data security measures specified in the Law for the aforesaid purposes and in compliance with the provisions of Articles 8 and 9 of the Law.

4. Method and Legal Reasons for Personal Data Collection

Your personal data is collected by the authorized departments and employees of the Company through automatic and non-automatic methods, verbally, in writing, or electronically. In this regard, personal data in the category of identity, communication, location, personnel, legal action, customer transaction, physical space security, transaction security, risk management, finance, professional experience, marketing, visual and audio records are processed for the following legal reasons; it is mandatory to process the personal data of the parties to the contract since it is directly related to the establishment or performance of a contract stipulated in the second paragraph of Article 5 of the Law, the data processing is mandatory for the data controller to fulfill its legal obligation, the data subject has been made public by himself/herself and data processing is mandatory to process data for the

legitimate interests of the Company provided not to damage the fundamental rights and freedom of data subject.

5. Rights of Data Subjects within the Scope of Law

By applying to BIRINCI, you can exercise any of the following rights at any time;

- To learn whether your personal data is processed or not,
- To request information if your personal data has been processed,
- To learn the purpose of processing your personal data and whether they are used in accordance with the purpose,
- To know the third parties to whom your personal data is transferred, in the country or abroad,
- To request correction of your personal data if it is incomplete or incorrectly processed,
- To request the deletion or destruction of personal data within the framework of the conditions stipulated in Article 7 of the Law,
- To request notification of the transactions made per subparagraphs (d) and (e) of Article 11 of the Law, to third parties to whom your personal data has been transferred,
- To object to the emergence of a result against you by analyzing your processed data exclusively through automated systems,
- To demand compensation for the damage if you suffer damage due to the unlawful processing of your personal data.

You can submit your requests concerning your rights and the implementation of the Law by filling out the application form available at www.birinci.com as wet signed through a notary public, return receipt mail, or personally applying to "TOSB Automotive Subsidiary Industry Specialized Organized Industrial Zone 2. Cadde No. 1 No:/ Çayırova/Kocaeli" or sending the electronic application form with your mobile signature or an e-mail to info@birinci.com via your KEP address or your e-mail address registered in the data registry system of the Company with your secure electronic signature. If the requests within this scope are to be answered in writing, BIRINCI will reply to this request free of charge for up to ten pages; and by charging a transaction fee of 1 Turkish Lira for each page over ten pages. If the response to the application is given in a recording medium such as a CD or flash memory, the fee that may be requested by the Company will not exceed the cost of the recording medium.

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