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**Weglobal Danışmanlık Anonim Şirketi
Personal Data Protection and Processing Policy
("Policy")**

Information on the Document	
Name of the Document:	Personal Data Protection and Processing Policy of Weglobal Danışmanlık Anonim Şirketi
Target Group	All real persons whose personal data are processed by Weglobal Danışmanlık Anonim Şirketi
Reference / Rationale	Law No. 6698 on the Protection of Personal Data and other relevant secondary legislation
Approved by:	Weglobal Danışmanlık Anonim Şirketi [Board of Directors]


In case of discrepancy between the Turkish version of this Policy in which it was originally prepared and any translated version, the Turkish text must be taken into account.

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PERSONAL DATA PROTECTION AND PROCESSING POLICY OF WEGLOBAL DANIŞMANLIK ANONİM ŞİRKETİ

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1. PURPOSE OF THE POLICY AND COMMITMENT TO PRIVACY


- 1.1.** Protecting your fundamental rights and freedoms and privacy in the processing of your personal data, in particular the privacy of your private life, and ensuring the security of your personal data in this respect are among the top priority values and objectives of Weglobal Danışmanlık Anonim Şirketi (“**Company**”). In this context, this Personal Data Protection and Processing Policy of Weglobal Danışmanlık Anonim Şirketi hereby (“**Policy**”) encompasses the principles adopted in the execution of personal data processing activities carried out by our Company and the main principles adopted for the compliance thereof with relevant secondary regulations and practices including the Law No. 6698 on the Protection of Personal Data (“**PDPL**”) and, thus, our Company ensures necessary transparency by informing you as personal data subjects.
- 1.2.** In this context, our Company undertakes to process and protect your personal data with full responsibility in accordance with the relevant legislation, this Policy hereby and the procedures to be implemented in accordance with the Policy.

2. SCOPE OF THE POLICY


- 2.1.** This Policy hereby is pertinent to all personal data of all real persons processed by automated means or by non-automated means provided that such means are a part of any data filing system.
- 2.2.** This Policy hereby covers all data processing activities for the personal data that the Company processes and applies to such activities.
- 2.3.** This Policy hereby does not apply to data that does not qualify as personal data.
- 2.4.** This Policy hereby may be amended from time to time upon the approval of the [Board of Directors] if required by the relevant legislation or when deemed necessary by the Company.
- 2.5.** In case of inconsistency between the relevant legislation and this Policy hereby, the relevant legislation must be taken into consideration.

3. DEFINITIONS

Definitions in this Policy hereby have the following meanings:

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"Explicit Consent"	Freely given, specific and informed consent,
"Obligation to Inform"	Obligation of the Data Controller or the persons authorized thereby to inform Data Subjects during the collection of Personal Data as per Article 10 of the PDPL and the Communiqué on Principles and Procedures to Observe in Fulfilling the Obligation to Inform,
"Data Subject"	The real persons whose Personal Data are processed by the Company or the persons/institutions authorized on behalf of the Company,
"Disposal"	Erasure, destruction or anonymization of Personal Data,
"Personal Data"	Any information relating to an identified or identifiable natural person ("Personal Data" will cover the "Special Categories of Personal Data" defined below to the extent possible under this Policy hereby),
"Processing of Personal Data"	Any operation performed upon personal data such as collection, recording, storage, retention, alteration, re-organization, disclosure, transferring, taking over, making retrievable, classification or preventing the use thereof, fully or partially through automatic means or provided that the process is a part of any data filing system, through non-automatic means,
"Committee"	Personal Data Protection Committee of the Company,
"Board"	Personal Data Protection Board,
"Authority"	the Personal Data Protection Authority,
"PDPL"	Law No. 6698 on Protection of Personal Data,
"PDP Regulations"	the PDPL as well as any applicable international conventions, relevant laws and regulations on the protection of Personal Data, resolutions of the Board, manuals of the Authority, resolutions/instructions of other regulatory and inspection authorities, courts and other public authorities and all potential regulations to be introduced regarding the protection of Personal Data and any amendments thereto,
"PDP Policies"	The policies issued by the Company for the protection of Personal Data,

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“PDP Procedures” The procedures setting out the liabilities that must be abided by the employees of the Company and the [Committee] within the scope of the PDP Policies,

"Special Categories of Personal Data" Personal data relating to the race, ethnic origin, political opinion, philosophical belief, religion, sect or other belief, clothing, membership to associations, foundations or trade-unions, health, sexual life, convictions and security measures, and the biometric and genetic data,

"Data Processor" The real or legal person processing personal data on behalf of the Data Controller upon its/his/her authorization,

"Data Controller" The real or legal person responsible for establishing and managing the data filing system where the purposes and means of processing Personal Data are put forth

4. BASIC PRINCIPLES OF PROCESSING PERSONAL DATA

4.1. Processing Personal Data in Conformity with the Law and Good Faith


The Company processes Personal Data in accordance with the law, good faith and on the basis of proportionality. In this context, the Company processes Personal Data to the extent required by the Company's business activities and limited to such activities.

4.2. Ensuring That Personal Data Are Accurate and, If Necessary, Up-to-date

The Company takes all necessary measures to ensure that Personal Data are complete, accurate and up-to-date throughout the period of processing. In this context, the Company establishes necessary mechanisms to ensure the accuracy and up-to-dateness of Personal Data, and updates the relevant Personal Data in accordance with the Data Subject's requests for changes in his/her Personal Data within the scope of PDP Regulations.

4.3. Processing of Personal Data for Specific, Clear and Legitimate Purposes

Before the Processing of Personal Data, the purpose for which the Personal Data will be processed is determined by the Company. In this context, the Company clearly puts forth the purposes of processing Personal Data and processes Personal

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Data within the scope of purposes related to these activities in line with its business activities. In this respect, Data Subjects are informed pursuant to PDP Regulations and the Explicit Consent of the said persons is obtained when necessary.

4.4. Personal Data Being Relevant, Limited and Proportionate to the Purposes for Which they are Processed

In this context, the Company collects Personal Data to the quality and extent only required by its business activities and limited to the purposes identified. Accordingly, the Company refrains from processing Personal Data that is not relevant or needed for fulfilling the purposes identified.

4.5. Storing Personal Data Only for the Time Designated by the Relevant Legislation or Necessitated by the Purpose for Which they are Processed

4.5.1. The Company stores Personal Data for the minimum period required for the purpose for which they processed and stipulated in the relevant legislation. In this context, the Company firstly determines whether a period is stipulated for the storage of personal data in the relevant legislation and, if a period is specified, it acts in accordance with this period. If a statutory period is not specified, it stores the Personal Data for the period required for the purpose for which they are processed.

4.5.2. At the end of the specified periods of storage, the Personal Data are disposed of in accordance with the periodic periods of disposal or the application of the Data Subject and through the methods of disposal identified (erasure and/or destruction and/or anonymization). In this case, it is also ensured that the third parties to whom the Company transfers Personal Data erase, destroy or anonymize the Personal Data.


4.5.3. The [Committee] is responsible for executing the disposal processes. In this context, the necessary procedure is established by the [Committee].

5. PROCESSING OF PERSONAL DATA

Personal Data can only be processed by the Company within the scope of the following procedures and principles.

5.1. Explicit Consent

5.1.1. Personal Data are only processed upon the Explicit Consent of the Data Subject if any of the other Personal Data processing conditions listed below is not available.

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5.1.2. In this case, Personal Data are processed after the Data Subjects are informed by fulfilling the Obligation to Inform and in the event that the Data Subjects freely grant their Explicit Consent.

5.1.3. Explicit Consent is obtained from the Data Subjects as per PDP Regulations. Explicit Consents are stored by the Company subject to proof for the period required as per the PDP Regulations.

5.1.4. The [Committee] is obliged to ensure that the Obligation to Inform is fulfilled in terms of all Personal Data Processing processes, that Explicit Consent is obtained when necessary and that the Explicit Consent is kept. All department employees who process Personal Data are obliged to comply with the instructions of the [Committee], this Policy hereby and the PDP Procedures.

5.2. Being Clearly Provided For By the Laws

The Personal Data of Data Subjects is processed within the scope of this data processing condition if it is clearly provided for by the Law on the Processing of Personal Data or, in other words, if there is a clear provision regarding the Processing of Personal Data in the relevant law.

5.3. Failure to Obtain the Explicit Consent of the Data Subject Due to Bodily Incapability

The Personal Data of a person who is bodily incapable of granting his/her Explicit Consent or whose Explicit Consent will not be deemed valid is processed under this data processing condition hereby if it is mandatory for the protection of life or physical integrity of the person or of any other person.


5.4. Being Directly Related to the Conclusion or Fulfilment of a Contract

If the Processing of Personal Data is necessary provided that they are directly related to the conclusion or fulfilment of a contract to which the Data Subject is a party, the Personal Data of the Data Subject is processed in line with this data processing condition hereby.

5.5. The Company's Fulfilling Its Statutory Liability

If it is mandatory to process Personal Data to ensure that the Company fulfills its statutory liabilities, the Personal Data of the Data Subject is processed under this data processing condition hereby.

5.6. The Data Subject's Disclosing His/Her Personal Data

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If the Data Subject discloses his/her Personal Data, then the relevant Personal Data are processed under this data processing condition hereby limited to the purpose of disclosure.

5.7. Processing of Personal Data Required for the Establishment or Protection of A Right

If it is mandatory to process Personal Data for establishment, exercise or protection of a right, the Personal Data of the Data Subject is processed under this data processing condition hereby.


5.8. Personal Data Processing Required for the Legitimate Interests of the Company

If it is mandatory to process data for the legitimate interests of the Company provided that it does not harm the fundamental rights and freedoms of the Data Subject, the Personal Data of the Data Subject is processed under this data processing condition hereby.


6. PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA

6.1. Special Categories of Personal Data are processed by the Company in line with the principles stipulated in this Policy hereby and by taking any and all administrative and technical measures including the methods to be identified by the Board in the presence of the following conditions:

- **Special Categories of Personal Data except for health and sexual life** are processed without seeking for the Explicit Consent of the Data Subject if it is clearly provided for by laws or, in other words, there is a clear provision in the relevant law with regard to the Processing of Personal Data. Otherwise, Explicit Consent of the Data subject is required for the processing of Special Categories of Personal Data other than health and sexual life.
- **Special Categories of Personal Data regarding health and sexual life** are processed by the persons assuming the liability of secrecy (for example, a workplace doctor employed under the Company's payroll) or authorized institutions and organizations without seeking the Explicit Consent of the Data Subject so as to protect public health, perform preventive medicine, medical diagnosis, treatment and maintenance services and to plan and manage healthcare services and the financing thereof. Otherwise, Explicit Consent of the Data subject is required for the processing of Special Categories of Personal Data other than health and sexual life.

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- 6.2.** The Company performs the following activities for the employees involved in the processing of Special Categories of Personal Data:
- 6.2.1.** Organizes regular trainings on the PDP Regulations and the security of Special Categories of Personal Data.
- 6.2.2.** Signs non-disclosure agreements.
- 6.2.3.** Clearly defines the scope and duration of the authorization of users who are authorized to access Special Categories of Personal Data.
- 6.2.4.** Periodically performs authorization checks.
- 6.2.5.** Immediately removes the relevant authorization of employees who have a change of duty or quit their job and immediately takes back the inventory allocated to the relevant employee.
- 6.3.** In the event that the Special Categories of Personal Data are transferred to electronic media, the Company performs the following activities with regard to the electronic media in which Special Categories of Personal Data are processed, kept and/or accessed:
- 6.3.1.** It keeps Special Categories of Personal Data using cryptographic methods.
- 6.3.2.** It keeps cryptographic keys secure and in different media.
- 6.3.3.** It securely logs the action records of all movements performed on Special Categories of Personal Data.
- 6.3.4.** It constantly monitors the security updates of the media in which Special Categories of Personal Data are present, regularly performs/commissions necessary security testing and records the test results.
- 6.3.5.** If Special Categories of Personal Data are accessed through software, it makes user authorizations for this software, regularly performs/commissions security testing of such software and records the test results.
- 6.3.6.** If Special Categories of Personal Data are remotely accessed, it offers at least two-step authentication system.

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6.4. In the event that the Special Categories of Personal Data are physically processed, the Company performs the following activities with regard to the physical environments in which the data are processed, kept and/or accessed:

6.4.1. It takes adequate security measures (against electric leakage, fire, flood, theft, etc.) depending on the nature of the environment in which Special Categories of Personal Data are present.

6.4.2. It prevents unauthorized entry and exit by ensuring the physical security of these environments.

6.5. In case of transfer of Special Categories of Personal Data, the Company:

6.5.1. If it is necessary to transfer Special Categories of Personal Data via e-mail, an encrypted corporate e-mail address or a Registered Electronic Mail (REM) account is used.

6.5.2. If it is necessary to transfer Special Categories of Personal Data via media such as portable memory, CD, DVD, encryption is performed through cryptographic methods and the cryptographic key is kept in a different media.


6.5.3. If Special Categories of Personal Data needs to be transferred between servers in different physical environments, a VPN is established between the servers or the transfer is performed using the SFTP method.

6.5.4. If it is necessary to transfer Special Categories of Personal Data in paper, necessary measures are taken against risks such as the theft, loss or viewing of the documents by unauthorized persons, and the document is sent in the form of "confidential documents".

6.6. In addition to the aforementioned regulations, the [Committee] is responsible for taking measures and establishing mechanisms in accordance with the PDP Regulations, particularly the Guideline on Personal Data Security published by the Board, regarding the security of Special Categories of Personal Data.

7. PERSONAL DATA PROCESSED BY THE COMPANY AND THE PURPOSES OF PROCESSING

Data Subjects are informed by the Company as per the PDP Regulations and Personal Data are processed in line with the Company's purposes of Personal Data processing based on and limited to at least one of the Personal Data processing conditions stipulated in Articles 5 and 6 of the PDPL and in compliance with the general principles set out in the PDPL including the principles stipulated in Article 4 of the PDPL regarding the Processing of Personal Data

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in particular. Detailed information on the categories of Personal Data processed within the framework of the purposes and conditions stipulated in this Policy hereby as well as the purposes of Personal Data processing is included in APPENDIX-1 of this Policy hereby (*APPENDIX 1 - Categories of Personal Data and Purposes of Personal Data Processing*).

8. PERIOD OF STORAGE AND DISPOSAL OF PERSONAL DATA

- 8.1.** The Company stores Personal Data for the minimum period required for the purpose for which they are processed and stipulated in the relevant legislation. In this context, the Company firstly determines whether a period is stipulated for the storage of Personal Data in the relevant legislation and, if a period is specified, it acts in accordance with this period. If a statutory period is not specified, it stores the Personal Data for the period required for the purpose for which it is processed. Personal Data cannot be stored by the Company in any way considering the possibility of future use.
- 8.2.** The Company establishes a Personal Data Storage and Disposal policy in accordance with the Personal Data processing inventory and performs all its Disposal (erasure and/or destruction and/or anonymization) activities in accordance with the PDP Regulations and the Personal Data Storage and Disposal policy. At the end of the periods of storage identified under the Personal Data Storage and Disposal policy, the Personal Data are disposed of in accordance with the regular periods of disposal or the application of the Data Subject and through the methods of disposal identified (erasure and/or destruction and/or anonymization). The [Committee] is responsible for executing the disposal processes. In this context, the necessary procedure is established by the [Committee]. In this context, the necessary procedure is established by the [Committee].

9. TRANSFER OF PERSONAL DATA

- 9.1.** The Company can transfer Data Subjects' Personal Data to third parties resident within the country and/or abroad by taking necessary security measures in line with the lawful purposes of Personal Data processing. In this case, necessary protective regulations are added to the contracts concluded with third parties.
- 9.2.** Even without the Explicit Consent of the Data Subject, Personal Data may be transferred by the Company to third parties by taking necessary administrative and technical measures in accordance with the PDP Regulations, in the presence of one or more of the following conditions:
- If activities regarding the transfer of Personal Data are clearly provided for by laws,

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- If the transfer of Personal Data by the Company is directly related to and necessary for the establishment or performance of a contract,
- If the transfer of Personal Data is mandatory for the Company to fulfill its legal liabilities,
- If Personal Data are transferred by the Company limited to the purpose of disclosure provided that such Personal Data has already been disclosed by the Data Subject,
- If the transfer of Personal Data by the Company is mandatory for the establishment, exercise or protection of the rights of the Company or the Data Subject or third parties,
- If the transfer of Personal Data is mandatory for the legitimate interests of the Company provided that it does not harm the fundamental rights and freedoms of the Data Subject,
- If it is mandatory for the protection of life or physical integrity of the person or of any other person who is bodily incapable of giving his/her consent or whose consent is not deemed legally valid.

9.3. In addition to the aforementioned matters, Personal Data may be transferred to foreign countries declared by the Board to have sufficient protection (“**Foreign Country Offering Sufficient Protection**”) in the presence of any of the aforementioned conditions. In the absence of sufficient protection, such Personal Data may be transferred to the foreign countries permitted by the Board provided that the Data Controllers resident in Turkey and the relevant foreign country undertake in writing to offer sufficient protection in line with the data transfer conditions prescribed in the legislation (“**Foreign Country Hosting a Data Controller Undertaking to Offer Sufficient Protection**”).

10. TRANSFER OF SPECIAL CATEGORIES OF PERSONAL DATA

10.1. Special Categories of Personal Data may be transferred by the Company in line with the principles stipulated in this Policy hereby and by taking any and all administrative and technical measures including the methods to be identified by the Board in the presence of the following conditions:

- **Special Categories of Personal Data except for health and sexual life** are processed without seeking for the Explicit Consent of the Data Subject if it is clearly provided for by laws or, in other words, there is a clear provision in the relevant law with regard to the Processing of Personal Data. Otherwise, Explicit Consent of the Data subject is required for the processing of Special Categories of Personal Data other than health and sexual life.
- **Special Categories of Personal Data regarding health and sexual life** are processed by the persons assuming the liability of secrecy (for example, a

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workplace doctor employed under the Company's payroll) or authorized institutions and organizations without seeking the Explicit Consent of the Data Subject so as to protect public health, perform preventive medicine, medical diagnosis, treatment and maintenance services and to plan and manage healthcare services and the financing thereof. Otherwise, Explicit Consent of the Data subject is required for the processing of Special Categories of Personal Data other than health and sexual life.


- 10.2.** In addition to the aforementioned matters, Special Categories of Personal Data may be transferred to Foreign Countries Offering Sufficient Protection in the presence of any of the aforementioned conditions. In the absence of sufficient protection, such Personal Data may be transferred to the Foreign Countries Hosting a Data Controller Undertaking to Offer Sufficient Protection in line with the data transfer conditions prescribed in the legislation.

11. THE COMPANY'S OBLIGATION TO INFORM

- 11.1.** Data Subjects are informed prior to the processing of Personal Data as per Article 10 of the PDPL and the provisions of the Communiqué on Principles and Procedures to Observe in Fulfilling the Obligation to Inform. In this context, the Company, as the Data Controller, informs Data Subject about by whom and for what purposes their Personal Data are processed, for what purposes it is shared, with what methods it is collected and its legal reason and the rights possessed by Data Subjects regarding the processing of their Personal Data as per the PDP Regulations.
- 11.2.** Necessary KVK Procedures are created by the [Committee] for the purpose of reporting all new Personal Data processing processes to the [Committee].
- 11.3.** If the Data Processor is a third party other than an employee of the Company, the third party undertakes to act in accordance with the liabilities stated above through a written contract prior to initiating the processing of Personal Data. Each employee is obliged to operate the process included in this Policy hereby and PDP Procedures in case Personal Data are transferred to the Company by a third party.

12. RIGHTS OF DATA SUBJECTS

- 12.1.** Data subjects possess the following rights:
- Learning whether their Personal Data are processed,
 - Requesting information if their personal data are processed,
 - Learning the purpose of processing their Personal Data and whether this data are used for intended purposes,

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- Knowing the third parties to whom their Personal Data are transferred within the country or abroad,
- Requesting the rectification of the incomplete or inaccurate data, if any, and requesting the notification of such action to third parties to whom their Personal Data has been transferred,
- If the reasons necessitating the processing of personal data are no longer present although such data are processed as per the provisions of the PDPL and other relevant legislation, requesting the erasure or destruction of this data and the notification of third parties to which such data are transferred regarding the procedure performed in this regard,
- Objecting to the processing, exclusively by automatic means, of their Personal data, which leads to an unfavorable consequence for the data subject,
- Requesting compensation for their damages in case they incur damages due to the processing of their Personal Data in violation of the law.

12.2. Data Subjects may convey to the Company their requests concerning their rights listed in Section 12.1 of this Policy hereby via the methods identified by the Board. However, in any case, the current application methods and application content must be checked in the relevant legislation before the application and applications must be filed in accordance with the aforementioned procedures and principles.


12.3. In case Data Subjects submit their requests regarding their rights listed above to the Company in writing, the Company finalizes the request free of charge within 30 (thirty) days at the latest, depending on the nature of the request, in accordance with the PDP Regulations. If any separate cost is incurred for the conclusion of the requests by the Data Controller, the fees in the tariff as set by the Board may be claimed by the Data Controller.

13. MANAGEMENT AND SECURITY OF PERSONAL DATA

13.1. The Company forms a [Committee] to fulfill its obligations under the PDP Regulations, to ensure and supervise the preparation and implementation of the PDP Procedures necessary for the implementation of this Policy hereby, and to make recommendations for the functioning thereof.

13.2. The Company takes all necessary administrative and technical measures to ensure the security of Personal Data in accordance with the PDP Regulations. In this context, the Processing of Personal Data activities by the Company are audited by technical systems based on technological possibilities and practical costs.


13.3. Personnel knowledgeable in technical matters related to the Processing of Personal Data are employed.

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- 13.4.** Employees of the Company are informed and trained regarding the protection and lawful processing of Personal Data.
- 13.5.** Necessary PDP Procedures are established in order to ensure that employees who must access to Personal Data in the Company have access to such Personal Data, and the [Committee] is responsible for the development and implementation thereof.
- 13.6.** Employees of the Company can access Personal Data only within the scope of the authorization defined for them and in accordance with the relevant PDP Procedures.
- 13.7.** If the employees of the Company suspect that the security of Personal Data is not adequately offered or if they detect any such vulnerability, they immediately notify the [Committee] of this circumstance.
- 13.8.** Detailed PDP Procedures regarding the security of Personal Data are established by the [Committee].
- 13.9.** Each person to whom a Company device is assigned is responsible for the security of the devices allocated for their use.
- 13.10.** Each employee of the Company is responsible for the security of physical files in their area of responsibility.
- 13.11.** In the event that there are security measures requested or to be requested additionally for the security of Personal Data within the scope of PDP Regulations, all employees are obliged to comply with additional security measures and to ensure the continuity of these security measures.
- 13.12.** All of the Personal Data processed within the Company is considered as “Confidential Information” by the Company.
- 13.13.** Employees of the Company have been informed that their obligations regarding the security and confidentiality of Personal Data will survive the termination of the employment relation and a commitment has been received from the employees of the Company to comply with these rules.

14. AUDIT

The Company is always entitled to regularly inspect in an ex officio fashion and without any preliminary notification that all employees and Data Controllers of the Company act in accordance with the PDP Regulations, this Policy hereby and PDP Procedures and conducts necessary routine inspections in this regard. The [Committee] creates PDP Procedures regarding such inspections and ensures that such procedures are implemented.

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15. RESPONSIBILITIES


The [Committee] responsible for the preparation, revision and implementation of this Policy hereby is appointed by the Company's [Board of Directors]through the resolution of the [Board of Directors] and amendments are also made via the same method.

16. AMENDMENTS TO THE POLICY

- 16.1.** This Policy hereby may be amended by the Company upon the approval of the [Board of Directors].
- 16.2.** The Company makes available the up-to-date version of the Policy over the following website address.


17. EFFECTIVE DATE OF THE POLICY

This version of the Policy hereby entered into force on **01/01/2021** upon the approval of the Company's [Board of Directors].


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APPENDIX 1 - Categories of Personal Data and Purposes of Personal Data Processing


Category of Personal Data	Purposes of Personal Data Processing
Identity Data	<ul style="list-style-type: none"> • Execution of Emergency Management Processes • Execution of Information Security Processes • Execution of Candidate Employee/Intern/Student Selection and Placement Processes • Execution of Application Processes for Candidate Employees • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Side Benefit Processes for Employees • Execution of Audit/Ethics Activities • Execution of Training Activities • Execution of Access Authorizations • Execution of Activities in Compliance with the Legislation • Execution of Finance and Accounting Procedures • Execution of Assignment Processes • Follow-up and Execution of Legal Affairs • Execution of Internal Audit/Investigation/Intelligence Activities • Execution of Tender Processes • Execution of Communication Activities • Planning of Human Resources Processes • Execution/Supervision of Business Activities • Execution of Occupational Health/Safety Activities • Protection of Public Health • Execution of Goods/Services Procurement Processes • Execution of Goods/Services Sales Processes • Execution of Goods/Services Production and Operation Processes • Organization and Event Management • Execution of Performance Evaluation Processes • Execution of Project Processes • Execution of Risk Management Processes • Execution of Storage and Archiving Activities • Execution of Contract Processes • Execution of Strategic Planning Activities • Execution of the Wage Policy

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	<ul style="list-style-type: none"> • Ensuring the Security of Data Controller Operations • Work and Residence Permit Procedures for Foreign Personnel • Execution of Investment Processes • Informing Authorized Persons, Institutions and Organizations • Execution of Management Activities
Communication Data	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Candidate Employee/Intern/Student Selection and Placement Processes • Execution of Application Processes for Candidate Employees • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Side Benefit Processes for Employees • Execution of Audit/Ethics Activities • Execution of Access Authorizations • Execution of Activities in Compliance with the Legislation • Execution of Finance and Accounting Procedures • Execution of Assignment Processes • Follow-up and Execution of Legal Affairs • Execution of Internal Audit/Investigation/Intelligence Activities • Execution of Tender Processes • Execution of Communication Activities • Planning of Human Resources Processes • Execution/Supervision of Business Activities • Execution of Occupational Health/Safety Activities • Execution of Goods/Services Procurement Processes • Execution of Goods/Services Sales Processes • Organization and Event Management • Execution of Project Processes • Execution of Storage and Archiving Activities • Execution of Contract Processes • Work and Residence Permit Procedures for Foreign Personnel • Informing Authorized Persons, Institutions and Organizations • Execution of Management Activities
Finance Data	<ul style="list-style-type: none"> • Execution of Information Security Processes

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	<ul style="list-style-type: none"> • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Side Benefit Processes for Employees • Execution of Audit/Ethics Activities • Execution of Activities in Compliance with the Legislation • Execution of Finance and Accounting Procedures • Execution of Internal Audit/Investigation/Intelligence Activities • Execution of Tender Processes • Planning of Human Resources Processes • Execution/Supervision of Business Activities • Execution of Goods/Services Procurement Processes • Execution of Goods/Services Sales Processes • Execution of Goods/Services Production and Operation Processes • Execution of Project Processes • Execution of Risk Management Processes • Execution of Contract Processes • Execution of Strategic Planning Activities • Ensuring the Security of Data Controller Operations • Execution of Investment Processes • Informing Authorized Persons, Institutions and Organizations • Execution of Management Activities
Physical Space Security Data	<ul style="list-style-type: none"> • Ensuring the Security of Physical Spaces • Informing Authorized Persons, Institutions and Organizations • Creating and Tracking Guest Records • Ensuring the Security of Movable Property and Resources
Audio-Visual Recording Data	<ul style="list-style-type: none"> • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Activities in Compliance with the Legislation
Legal Action Data	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Finance and Accounting Procedures • Execution of Tender Processes • Execution of Strategic Planning Activities • Ensuring the Security of Data Controller Operations • Execution of Investment Processes
Transaction Security Data	<ul style="list-style-type: none"> • Execution of Access Authorizations • Execution of Information Security Processes

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	<ul style="list-style-type: none"> • Execution of Activities in Compliance with the Legislation • Informing Authorized Persons, Institutions and Organizations
<p>Professional Experience Data</p>	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Candidate Employee/Intern/Student Selection and Placement Processes • Execution of Application Processes for Candidate Employees • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Training Activities • Execution of Assignment Processes • Execution of Tender Processes • Planning of Human Resources Processes • Execution/Supervision of Business Activities • Execution of Goods/Services Procurement Processes • Execution of Project Processes • Execution of Contract Processes • Execution of Management Activities
<p>Employees' Personal Data</p>	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Candidate Employee/Intern/Student Selection and Placement Processes • Execution of Application Processes for Candidate Employees • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Access Authorizations • Execution of Activities in Compliance with the Legislation • Execution of Finance and Accounting Procedures • Execution of Assignment Processes • Execution of Internal Audit/Investigation/Intelligence Activities • Execution of Tender Processes • Planning of Human Resources Processes • Execution/Supervision of Business Activities • Execution of Occupational Health/Safety Activities • Execution of Goods/Services Procurement Processes • Execution of Performance Evaluation Processes • Execution of Project Processes • Execution of the Wage Policy • Ensuring the Security of Data Controller Operations

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	<ul style="list-style-type: none"> • Informing Authorized Persons, Institutions and Organizations • Execution of Management Activities
Risk Management Data	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Tender Processes • Execution of Activities in Compliance with the Legislation • Execution of Finance and Accounting Procedures • Execution of Goods/Services Procurement Processes • Execution of Risk Management Processes • Execution of Contract Processes • Execution of Strategic Planning Activities • Ensuring the Security of Data Controller Operations • Execution of Investment Processes • Execution of Management Activities
Data of Relatives	<ul style="list-style-type: none"> • Fulfillment of Employment and Legislation Obligations for Employees • Execution of Side Benefit Processes for Employees • Execution of Activities in Compliance with the Legislation
Criminal Conviction Data	<ul style="list-style-type: none"> • Execution of Information Security Processes • Execution of Tender Processes • Execution of Contract Processes • Execution of Strategic Planning Activities • Ensuring the Security of Data Controller Operations • Execution of Investment Processes • Informing Authorized Persons, Institutions and Organizations
Health Information	<ul style="list-style-type: none"> • Execution of Emergency Management Processes • Fulfillment of Employment and Legislation Obligations for Employees • Protection of Public Health • Execution of Occupational Health/Safety Activities