

VISITOR INFORMATION TEXT

We, as Öz-Ege Tütün Sanayi ve Ticaret Anonim Şirketi (Öz-Ege Tobacco Industry and Trade Joint Stock Company, “Öz-Ege” and/or “our Company”), attach importance to the security of your personal data, we process, with the title of data office, defined in the Law on Protecting Personal Data (the “Law”) no: 6698. Because of this, we’d like to inform you as below related with the processing of your personal data.

THE PURPOSE AND LEGAL CAUSE OF PROCESSING YOUR PERSONAL DATA

Your personal data is processed for the purposes stated below and in the framework of the legal reasons according to the Law and the secondary legislation under the Law:

In this scope your personal data such as “name, surname, signature, T. R. ID number, company name, going in-out records”, obtained due to your visit is processed according to the legitimate interest legal cause in the article 5/2-f of the Law in order to determine and monitor the persons going in and out for ensuring the security of our company,

The “video records” obtained from the cameras present in the body of the company too due to both legitimate interest legal cause in the article 5/2-f of the Law again in order to ensure the company and work security and the legal reasons in the article 5/2-ç of the Law in order to fulfill the obligations in the scope of the Law on Work Health and Security No: 6331 (the Law no: 6331).

TRANSFERRING PERSONAL DATA

Our company may share your personal data, limited with the purposes and legal reasons stated above, with the supplier security companies and the system provider companies or, in case that it is requested, with the lawfully authorized public or private organizations or the partners and affiliates in the country (and/or with the third person business partners required to be shared for fulfilling the business) according to the article 8 and 9 of the Law.

THE METHOD AND LEGAL REASON FOR COLLECTING YOUR PERSONAL DATA

Our company obtains your personal data at the stage of writing the identity information provided by you to enter the enterprises to the system or as a result of the recording activities of the cameras present in the company.

Your personal data is collected with various legal reasons which the activities we do in order to conduct our commercial activities and to ensure the continuity of our company depend on. These legal reasons are caused by the various current laws and secondary legislation regulations.

MAINTAINING THE PERSONAL DATA

Your personal data, such as “name, surname, signature, T. R. ID number, company name, going in-out records” are kept for one (1) month depending on the legal reason in the article 5/2-f of the Law and the “video records” for one (1) year from the date when the image is taken for security and for ten (10) years according to the Law no: 6331.

YOUR RIGHTS ON YOUR PERSONAL DATA

The rights owned by the real persons, the personal data of who is processed, according to the article 11 of the Law are:

a) Knowing whether the personal data is processed or not,

- b) If the personal data is processed, requesting information on this,
- c) Knowing the purpose of processing the personal data and whether these are used according to the purpose or not,
- d) Knowing the third persons to whom the personal data is transferred in or outside the country,
- e) In case that the personal data was processed wrong or insufficiently, requesting that these are corrected and requesting that the procedure done in this scope is notified to the third persons to which this data is transferred.
- f) In case that the reasons requiring processing disappear, even though they are processed according to the provisions of the Law on Processing Personal Data and the other related laws, requesting that the personal data is deleted or destroyed and requesting that the procedure done in this scope is notified to the third persons to which this data is transferred.
- g) Objecting that a cause detrimental to the person himself emerges by analyzing the processed data especially by means of automatic systems.
- h) In case that damages are incurred because the personal data was processed on the contrary to the law, requesting that the damages are compensated.

In case that you, as the owner of the data, convey your requests related with your rights, listed above personally, by ensuring that your identity is verified in the address Yedi Eylül Mah. Bige Özgener Cad. No:4 Torbalı, Izmir or to the mail address: ozegetutun@hs01.kep.tr, the KEP address of our Company, from your personal KEP address or through notary according to the application methods anticipated in the Communiqué on the Methods and Principles on Applying to the Data officer, your request shall be concluded for free as soon as possible and within at most thirty (30) days depending on the nature of your request. However, if the procedure requires a separate cost, the fee in the tariff determined by the Personal Data Protection Board may be requested.

Name-surname :

Date :

Signature :