



# NOTICE FOR JOB CANDIDATES PER THE PROTECTION OF PERSONAL DATA

This Notice is intended to be submitted to the Job Candidates by the Data Controller, **Eti Soda Üretim Pazarlama Nakliyat ve Elektrik Üretim Sanayi ve Ticaret A.Ş.**, having its registered address at Yeşilağaç Mahallesi Güragaç Kümeevler No:47/A Beypazarı/ANKARA to fulfill its obligation to inform within the scope of the Law No. 6698 on Protection of Personal Data (“KVKK”) and other relevant legislation.

Our company’s policies concerning the protection of personal data are available at <https://www.etisoda.com/en/personal-data-protection-policy/>

## A. METHOD AND LEGAL REASON FOR COLLECTION OF PERSONAL DATA

Our company collects personal data from Job Candidates, who make an application in writing and/or via our e-mail address [ik@etisoda.com](mailto:ik@etisoda.com) or website <https://www.cinergroup.com.tr/insan-kaynaklari/basvuru-formu?referans=etisoda.com>, by way of digital applications. Your personal data are processed for the purposes specified in this notice based on the legal reason of “*express consent*” per Article 5 of the Law on the Protection of Personal Data.

## B. PURPOSES FOR PROCESSING OF PERSONAL DATA

**Processing:** It has been defined in Article 3 of the KVKK as recording, storage, protection, alteration, adaptation, disclosure, transfer, retrieval, making available for collection, and categorization of personal data.

Your personal data will be processed by our Company for the following purposes within the scope of the conditions and purposes of personal data protection specified in Articles 5 and 6 of the KVKK:	
Execution of Job Candidate/Intern/Student Selection and Placement Processes	: Candidate Data, Visual and Audio Records, Contact Information, Identity Data, Professional Experience Data, Personnel; Health Data
Execution of Application Processes of Job Candidates	: Candidate Data, Visual and Audio Records; Contact Information, Identity Data, Professional Experience Data, Personnel Information
Ensuring Physical Safety Data	: Physical Space Security Data
Execution of Communication Activities	: Candidate Data, Contact Information, Identity Data, Personnel
Planning Human Resources Processes	: Contact Information, Identity Data, Personnel Information, Candidate Data, Contact Information, Professional Experience Data,
Execution of Storage and Archiving Activities	: Candidate Data, Physical Space Security Data
Ensuring Safety of Movable Properties and Resources	: Physical Space Security Data
Giving Information to Competent Authorities and Organizations	: Physical Space Security Data



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**C. FOR WHAT PURPOSES AND TO WHOM PERSONAL DATA CAN BE TRANSFERRED**

Our company takes care to process your personal data based on “need to know” and “need to use” principles by ensuring the necessary data minimization and taking necessary technical and administrative measures. Your personal data will be processed for the purposes and under the conditions of personal data processing specified in Articles 8 and 9 of the KVKK and shared with the specified 3<sup>rd</sup> parties only in the following cases.

1. With Competent Authorities and Organizations such as Courts, Prosecution Offices, and Police Departments to give information to Competent Authorities and Organization in the case of such a demand and/or a legal dispute,
2. With Private Legal Entities (Ciner Group Companies at [www.cinergroup.com.tr](http://www.cinergroup.com.tr)) to Execute Application Processes of Job Candidates Who Have Granted Their Express Consents to Ciner Group Companies

**D. RIGHTS OF DATA SUBJECT and METHODS FOR EXERCISING HIS/HER RIGHTS**

**With the scope of Article 11 of the Law No 6698 on Protection of Personal Data (“KVKK”), everyone has the right to apply to our Company, which has the capacity of the data controller, in the following matters:**

- (1) Everyone has the right to exercise his/her rights by applying to the data controller:
  - a) to learn whether his/her personal data are processed or not,
  - b) to demand information concerning this if his/her personal data have been processed,
  - c) to learn the purpose of the processing of his/her personal data and whether these personal data are used in compliance with the purpose,
  - d) to know the third parties to whom his personal data are transferred in the country or abroad,
  - e) to request the rectification of the incomplete or inaccurate data, if any,
  - f) to request the erasure or destruction of his/her personal data under the conditions referred to in Article 7 of the Law No. 6698,
  - g) to request reporting of the operations carried out pursuant to sub-paragraphs (e) and (f) to third parties to whom his/her personal data have been transferred,
  - h) to object to the occurrence of a result against the person himself/herself by analyzing the data processed solely through automated systems,
  - i) to claim compensation for the damage arising from the unlawful processing of his/her personal data.

**You can make your applications to our Company concerning your aforesaid rights:**

- in writing in the capacity of the data subject by duly filling out the **Application Form** available at <https://www.etisoda.com/basvuru-formu-3/>,
- to the e-mail address [kvkk@etisoda.com](mailto:kvkk@etisoda.com) with the documents identifying you via your e-mail address registered in the systems of our Company or
- utilizing other methods foreseen by the Board,

**Depending on the nature of the demand, your application will be concluded free of charge as soon as possible and within thirty days at the latest. However, if the transaction requires an additional cost, the fee in the tariff determined by the Personal Data Protection Board may be charged.**

**I have received one copy of this Notice for Protection of Personal Data.**



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**Name-Surname** :  
**Date** :  
**Signature** :