

AGRİTRADE TARIM ÜRÜNLERİ TİCARET LOJİSTİK VE DEPOCULUK LİMİTED ŞİRKETİ
Personal Data Application and Response Procedure

GENERAL STATEMENTS:

The right to apply to the Data Supervisor (in this procedure, it will be referred to as "Agritrade.") regarding the 11th article of LPPD in terms of processing personal data has been granted to the people identified in relation to the Law on Protection of Personal Data ("LPPD") no. 6698. - The applications relevant to these rights should be directed to our company in writing, or electronic medium and through the methods below in accordance with the 1st clause of the 13th article of LPPD and Rescript of Methods and Principals of Application to the Data Supervisor's relevant provisions.

METHODS OF APPLICATION:

In the applications made to our company within the scope of the Law on Protection of Personal Data in accordance with the 5/2nd article of the Rescript of Procedures and Principles of Application to the Data Supervisor which went in effect by being published on the Official Gazette numbered 30356 and dated 10.03.2018 information such as name, surname and signature if the application is in writing, T.C. ID number for citizens of the Republic of Turkey, for foreigners nationality, passport number or ID number if available, residence area in relation to declarations or the address of workplace, electronical postal address in relation to notification if available, telephone and fax number and the content of the request are required.

Related person;

- by applying to genel@agrilink.com.tr e-mail address by means of using the electronic mail previously notified to Agritrade by the related person and saved in the system of Agritrade.

Written Applications:

The written applications made to our company, after preparing a copy of the present "Application Form" which contains the aforementioned information and is to be filled out completely with ink signature or preparing an appropriate petition,

- should be delivered to the Human Resources of our Company in person or with a warrant of attorney that is notarized and shows the person is authorized to apply to the rights within the scope of LPPD a.11 by attorney or through notary or in writing with certified mail by means of sending it to the " *AKDENİZ MAHALLESİ ATATÜRK CAD. NO: 152/78 KONAK/İZMİR* " address.

Electronic Applications:

The electronic applications made to our company should be a copy of contain the aforementioned information and is filled out completely

- by signing it with an electronic or mobile signature that has "secure electronic signature" certification defined in Electronic Signature Law no. 5070 and by means of sending it to the "25999-33874-03772" which is our Company's Registered Electronic Mail (REM)
- By means of sending it through the electronic mail address genel@agrilink.com.tr through one that belongs to the related person and is previously notified to our company by the related person and registered in our Company's system.

Applications delivered to us, depending on the qualification of the request, will be concluded "as soon as possible and in thirty days the latest" following the day our company receives your request actively, in accordance with the law and in good faith and will be responded to in writing or in electronic medium.

In the case of detection of any deficiencies in your application by our company, in the case of failure to accommodate this deficiency within the seven (7) days the latest following your notification of the deficiency, your request will be suspended until the deficiency is accommodated.

However, if the process requires additional costs, in accordance with the 7th article of the Rescript of Application to Data Supervisor Procedures and Principles, up to ten pages will be free of charge, and for each page over the ten pages will be charged 1,00 Turkish Lira.

It is important that the content of your request is clear, understandable and date-specific. For this reason, it is necessary that the application is made through the aforementioned methods with the present application form filled out correctly by you with no missing required information or documents.

INFORMATION REGARDING THE APPLICANT

Name :

Surname..... :

Turkish Identity Number :

For Foreigners:

Nationality :

**Passport Number/
Identity Number..... :**

E-mail address :
(If specified, we will be able to respond faster.)

Address..... :

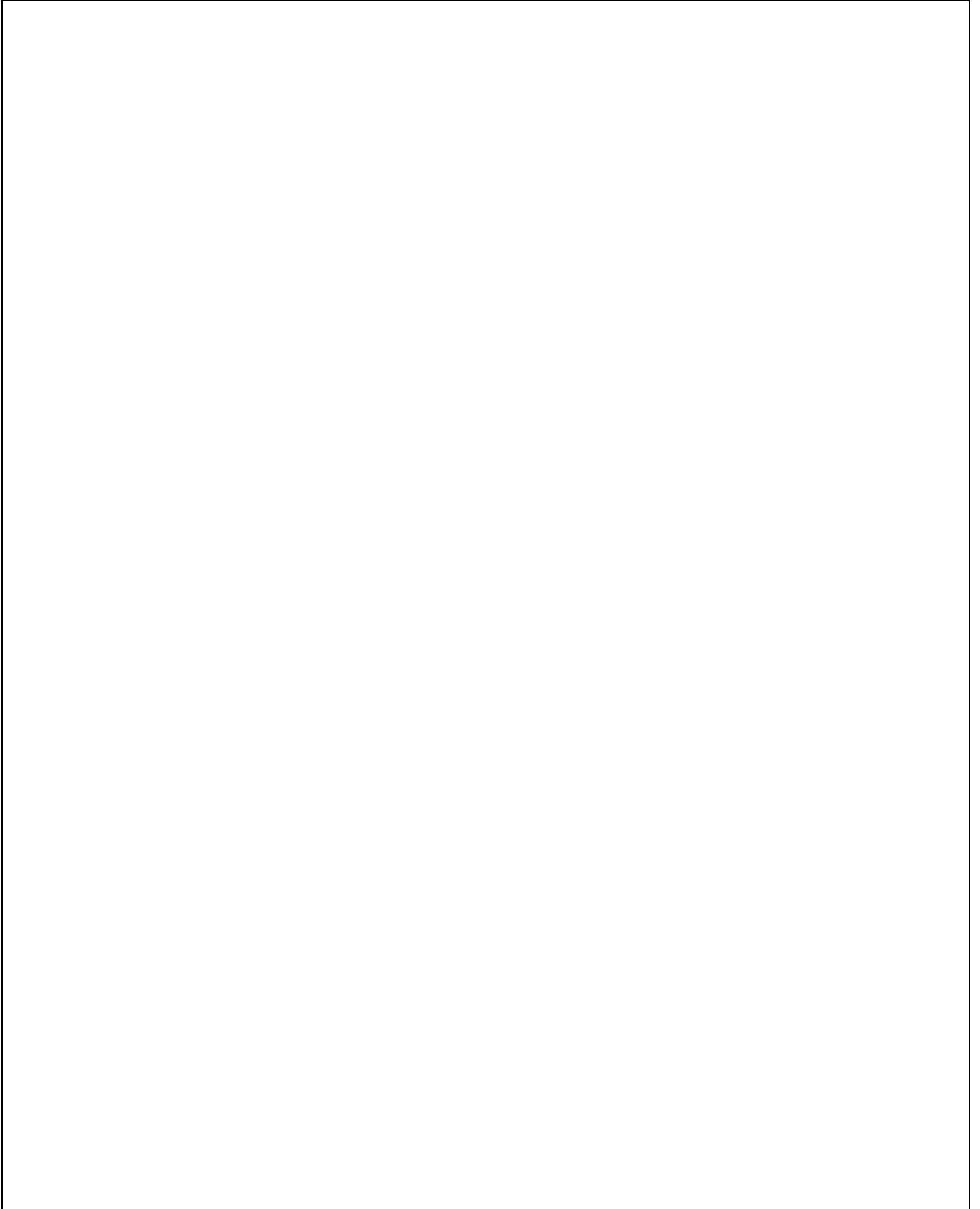
Cell Phone Number :

Fax :

Please specify your relationship to our institution.

<input type="checkbox"/> Employee	<input type="checkbox"/> Employee candidate/Job application Please specify the date of the application and the position applied to:
<input type="checkbox"/> Customer	
<input type="checkbox"/> Visitor	<input type="checkbox"/> Third party company employee Please specify the company/institution for and the position in which you work:
<input type="checkbox"/> Former Employee Please specify the year and position in which you have worked:	<input type="checkbox"/> Other (supplier, business partner etc.) Please specify company/institution name:
The Unit/Person you are interviewing within our institution: Subject:	

Please explain your request in detail within the scope of the Law:



Request Number	Request Subject	Your Choice (please fill it out)
1	I want to learn whether your company processes personal data about me. (LPPD A.11/1-a)	
2	If your company processes personal data about me, I request information about the activities of the data processing. (LPPD A.11/1-b)	
3	If your company processes personal data about me, I want the purpose of this processing and whether it is used in accordance with the purpose. (LPPD A.11/1-c)	
4	If my personal data is transferred to third parties whether at home or abroad, I want to know these third parties. (LPPD A.11/1-ç)	
5	I believe my personal data is processed incompletely or incorrectly, and I want them to be corrected. (LPPD A.11/1-d) Write down which personal data you want to be corrected in the "Your Choice" area and send the supporting documents as attachment.	Data to be corrected;
6	I believe the reasons for my personal data to be processed to have disappeared and within this framework, I request my personal data; a) To be deleted. b) To be destroyed. (LPPD A.11/1-e)	<i>Write down your choice.</i>
7	I want my personal data, which I believe processed incorrectly and incompletely a) To be corrected b) To be deleted c) To be destroyed I want the procedures carried out in regards to my request to be notified to third parties, to whom my personal data are transferred.	<i>Write down your choice.</i>
8	I have suffered losses due to the illegal processing of my personal data. I demand compensation for this damage. (LPPD A.11/1-ğ) Write down the matter subject to violation of the law in the "Your Choice" area and send the supporting documents as attachment. (Court decision, Board decision, Documents indicating the amount of material damage etc.)	Illegally Processed Data;

Please select the method of notification to you of our response to your application:

- I want it sent to my address.
- I want it sent to E-mail or REM address.
(If you choose e-mail method, we will be able to respond faster.)
- I want it delivered by hand.
(In case of receipt by proxy, there must be a notarized warrant of attorney.)

Present "Application Form" has been prepared in order to determine your relationship to our company, to determine your personal data processed by our company completely, and if available, to respond to your relevant application correctly and within the legal period. Our company reserves the right to determine identification and/or authorization regarding your application or to request additional documents in relation to your request in order to conduct a healthy investigation in relation to your request, preventing legal risks that will arise from illegal or unfair data sharing and especially providing personal data protection security. In the case of the information, you provide for our company in relation to your request not to be correct or up to date or in the case of making an unauthorized application to our company, our company refuses responsibility arising from requests with this incorrect information or unauthorized application.

In accordance with the requests, I have mentioned above, I request that my application to your company be evaluated in accordance with Article 13 of the Law and informed to me.

Applicant (Related person)

Name, Surname:

Date :

Signature :