

SPECIAL CATEGORIES OF PERSONAL DATA PROTECTION POLICY

Table of Contents

1. PURPOSE AND SCOPE.....	3
2. OBJECTIVE	3
3. DEFINITIONS.....	3
4. ROLES AND RESPONSIBILITIES	5
5. FUNDAMENTAL PRINCIPLES OF SPECIAL CATEGORIES OF PD POLICY	5
5.1. DATA SUBJECT GROUPS MANAGED WITH THE SPECIAL CATEGORIES OF PD POLICY.....	5
5.2. PROVISION OF INFORMATION TO DATA SUBJECTS DURING COLLECTION OF SPECIAL CATEGORIES OF PERSONAL DATA.....	6
5.3. PURPOSES FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA WITHIN THE SCOPE OF BUSINESS ACTIVITIES CONDUCTED BY THE COMPANY	6
5.4. LEGAL REASONS FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA.....	7
6. PRINCIPLES ADOPTED BY THE COMPANY REGARDING THE PROCESSING AND PROTECTION OF SPECIAL CATEGORIES OF PERSONAL DATA.....	7
6.1. PERFORMANCE OF SPECIAL CATEGORIES OF PERSONAL DATA PROCESSING ACTIVITIES IN COMPLIANCE WITH DATA PROCESSING CONDITIONS.....	7
6.2. TAKING ADEQUATE MEASURES FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA.....	9
7. REVIEW	11

1. PURPOSE AND SCOPE

Having adopted the principle of paying utmost care to ensure compliance with the legal order from its past to the present, Enerjisa establishes systems for conducting any and all necessary activities in order to ensure compliance with the legislation on the processing and protection of personal data.

Special Categories of PD Policy governs the principles adopted by the Company for the protection of special categories of personal data. This policy shall not apply to non-special categories of personal data.

In line with the emphasis placed by the Company on protection of personal data, the Special Categories of PD Policy sets forth the fundamental principles regarding the protection and processing of special categories of personal data, in addition to other Company Policies ensuring the compliance of activities conducted by the Company with the regulations in the Personal Data Protection Law no. 6698 (the "PDP Law"). The sustainability of data security principles adopted by the Company will be ensured with the implementation of the regulations of the Special Categories of PD Policy.

The Special Categories of PD Policy is intended for both company employees and other natural persons whose special categories of personal data are processed by the Company whether by automated means or non-automated means that are a part of any data recording system.

2. OBJECTIVE

With the Special Categories of PD Policy, it is aimed to establish necessary systems in line with the objective of raising awareness about the lawful processing and protection of special categories of personal data within the Company and to establish the necessary mechanism to ensure compliance with the legislation.

In this context, the Special Categories of PD Policy is intended to provide guidance regarding implementation of the regulations stipulated by the PDP Law and relevant legislation.

3. DEFINITIONS

Important terms used in the Special Categories of PD Policy are defined as follows:

Explicit Consent	Freely given, specific and informed consent related to a specific matter.
Employee(s)	Employee(s) of the Company.
Employee PDP Policy	"Company Employees Personal Data Protection and Processing Policy" setting forth the principles regarding the protection and processing of personal data of Company employees.
Personal Health Data	Any information regarding physical and mental health of an identified or identifiable natural person as well as information on healthcare services offered to such person.

Personal Data	Any information relating to an identified or identifiable natural person.
Data Subject/ Personal Data Subject	Natural person whose personal data is processed.
Personal Data Protection Committee	The committee that will ensure necessary coordination within the Company in order to ensure, maintain and sustain compliance of the Company with the legislation on protection of personal data.
Processing of Personal Data	Any operation or set of operations performed on personal data, in part or in whole, whether by automated means, or non-automated means that are a part of any data recording system, such as collection, recording, storage, preservation, alteration, revision, disclosure, transmission, acquisition, retrieval, categorization or prevention of the use of such data.
PDP Law	Personal Data Protection Law no. 6698 dated 24 March 2016 as published in the Official Gazette no. 29677 of 7 April 2016.
PDP Board	Personal Data Protection Board.
PDP Authority	Personal Data Protection Authority.
Special Categories of Personal Data	Data relating to race, ethnic origin, political view, philosophical belief, religion, sect or other beliefs, clothing/dressing, association, foundation or trade-union membership, health, sexual life, criminal convictions and offences and related security measures as well as biometric and genetic data.
Company	means Enerjisa Üretim Santralleri Anonim Şirketi and its subsidiaries.
Company Business Partners	The parties with which the Company establishes business partnerships for various purposes while conducting its business activities.
Company Personal Data Storage and Destruction Policy	The "Company's Personal Data Storage and Destruction Policy" constituting the basis for determination of the maximum storage period necessary for the purpose of processing of personal data as processed by the Company, and for erasure, destruction and anonymization of personal data pursuant to the By-Law on Erasure, Destruction and Anonymization of Personal Data.

Company PD Policy	The Company's Personal Data Protection and Processing Policy.
Company Suppliers	The parties providing services to the Company on a contractual basis.
Company Data Subject Application Form	The application form to be used by data subjects as they make applications to exercise their rights listed in article 11 of the PDP Law.
Sabancı Group Companies / Group Companies	All companies within the structure of Sabancı Group.
Data Processor	The natural or legal person processing personal data on behalf of the data controller based on the authorization granted by the data controller.
Data Controller	The person determining the purposes and means of processing of personal data and managing the system where data are filed systematically.
Data Controllers' Registry	The publicly available Data Controllers' Registry kept by the Presidency of the Personal Data Protection Authority under the supervision of the PDP Board.

4. ROLES AND RESPONSIBILITIES

All bodies and departments of the Company are responsible to observe compliance with the Special Categories of Personal Data Protection Policy and to cooperate with the Personal Data Protection Committee. The processes regarding the protection and processing of special categories of personal data shall be conducted by the Information Technologies and People & Culture departments. All bodies and departments of the Company processing personal data, including, particularly, the People & Culture and Information Technologies units, are directly responsible to observe compliance with the Special Categories of PD Policy, to fulfil the obligations set out in the Policy and to take necessary measures. The Legal Consultancy department serves as a consultant, guide and source of recommendations in the execution of processes.

5. FUNDAMENTAL PRINCIPLES OF SPECIAL CATEGORIES OF PD POLICY

5.1. DATA SUBJECT GROUPS MANAGED WITH THE SPECIAL CATEGORIES OF PD POLICY

Data subjects covered within the scope of the Special Categories of PD policy, whose special categories of personal data are processed by the Company, are grouped as follows:

- Company Employees
Persons under employment contracts signed with the Company.
- Interns
Persons employed as interns in the Company.
- Company Employee Candidates

Individuals who have not yet made an employment contract with the Company, but are under evaluation by the Company to that effect.

- Company Business Partners, Officials, Employees

Natural person officials, shareholders, and employees of the institutions, business partners, and suppliers that are in business relationships with the Company.

- Other Natural Persons

All natural persons not covered by the Company Employees Personal Data Protection and Processing Policy.

5.2. PROVISION OF INFORMATION TO DATA SUBJECTS DURING COLLECTION OF SPECIAL CATEGORIES OF PERSONAL DATA

Pursuant to article 10 of the Law; data controllers or the persons authorized by data controllers are required to inform data subjects during collection of personal data. Our Company informs data subjects, at least, about the following issues while fulfilling its obligation to inform data subjects:

- a) The identity of the data controller, and, if any, their representative;
- b) The purpose(s) for which personal data will be processed;
- c) The recipients to whom and the purpose for which the processed personal data may be transferred;
- ç) The method and legal reasons for collection of personal data;
- d) The rights listed in article 11 of the Law and granted to data subjects and how such rights may be exercised.

5.3. PURPOSES FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA WITHIN THE SCOPE OF BUSINESS ACTIVITIES CONDUCTED BY THE COMPANY

Within the scope of the activities conducted by the Company, data subjects' special categories of personal data may be processed for the purposes, including, but not limited to the following:

- i) Planning Human Resources Processes;
- ii) Fulfilling the Obligations for Employees under Employment Contracts and Legislation;
- iii) Conducting Employee Satisfaction and Loyalty Processes;
- iv) Conducting Fringe Benefits Processes for Employees;
- v) Conducting Talent / Career Development Activities;
- vi) Conducting Performance Evaluation Processes
- vii) Conducting Emergency Management Processes;

- viii) Ensuring the Physical Location Security;
- ix) Conducting Activities in line with the Legislation;
- x) Conducting / Auditing Business Activities;
- xi) Conducting Occupational Health & Safety Activities;
- xii) Conducting Audits / Ethics-Related Activities;
- xiii) Conducting Internal Audit / Investigation / Intelligence Activities;
- xiv) Conducting Business Continuity Activities;
- xv) If included in the CVs during the job application process

5.4. LEGAL REASONS FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA

Special Categories of Personal Data are processed by our Company in accordance with the principles specified herein and by taking any and all necessary organizational and technical measures, including the minimum security measures determined or to be determined by the Personal Data Protection Board, and only in cases where at least one of the following conditions exist:

- a) Presence of the explicit consent of the Data Subject;
- b) It is explicitly stipulated by law,
- c) It is mandatory to protect the life or physical integrity of the person or another person who is unable to declare their consent due to actual impossibility or whose consent is not legally recognized,
- d) It relates to personal data made public by the data subject and is in line with their intent to make it public,
- e) It is necessary for the establishment, exercise, or protection of a right,
- f) It is necessary for the protection of public health, preventive medicine, medical diagnosis, treatment, and care services, as well as for the planning, management, and financing of healthcare services by persons or authorized institutions and organizations obligated to maintain confidentiality,
- g) It is necessary for the fulfillment of legal obligations in the fields of employment, occupational health and safety, social security, social services, and social assistance,
- h) It is directed at current or former members or affiliates, or persons in regular contact with foundations, associations, or other non-profit organizations or entities established for political, philosophical, religious, or trade union purposes, provided that it is in accordance with the legislation and purposes they are subject to, limited to their field of activity, and not disclosed to third parties.

6. PRINCIPLES ADOPTED BY THE COMPANY REGARDING THE PROCESSING AND PROTECTION OF SPECIAL CATEGORIES OF PERSONAL DATA

6.1. PERFORMANCE OF SPECIAL CATEGORIES OF PERSONAL DATA PROCESSING ACTIVITIES IN COMPLIANCE WITH DATA PROCESSING CONDITIONS

While conducting its personal data processing activities, the Company primarily acts in compliance with the (i) fundamental principles, (ii) personal data processing conditions, and (iii) special categories of personal data processing conditions as detailed in the Company PD Policy.

6.1.1. Compliance with the Conditions for Processing of Special Categories of Personal Data

The Company pays special attention to the processing of special categories of personal data bearing the risk of leading to discrimination when processed unlawfully. In this context, when processing special categories of personal data, the Company firstly determines whether sensitive data processing conditions exist and then conducts data processing activities after making sure that the lawfulness condition is fulfilled.

6.2. TAKING ADEQUATE MEASURES FOR PROCESSING OF SPECIAL CATEGORIES OF PERSONAL DATA

When processing special categories of personal data, the Company takes the following measures pursuant to the Personal Data Protection Board's Decision No. 2018/10 of 31/01/2018:

6.2.1. For the employees involved in the processing of special categories of personal data;

- (1) Provision of regular trainings about the Law and relevant by-laws as well as the security of special categories of personal data;
- (2) Conclusion of non-disclosure agreements;
- (3) Clear definition of the users authorized to have access to data and the scope and terms of their authorizations;
- (4) Performance of periodic authorization controls;
- (5) Immediate revocation of authorizations for employees whose positions are changed or who leave their jobs, and taking back the inventory allocated to them, if any, in this context;

6.2.2. For the electronic media in/on which special categories of personal data are processed, stored and/or accessed;

- (1) Storage and protection of data using cryptographic methods;
- (2) Keeping cryptographic keys in secure and different media;
- (3) Secure logging of the activity records about all actions performed on data;
- (4) Constant follow-up of security updates for the media containing the data, performing/procuring for performance of necessary security tests on a regular basis, and recording relevant test results;
- (5) If data are accessed via a software, performing user authorizations for such software; performing/procuring for performance of security tests for such software on a regular basis, and recording relevant test results;
- (6) Provision of at least two-factor authentication system if it is necessary to provide for remote access to data;

6.2.3. For physical media in which special categories of personal data are processed, stored and/or accessed;

- (1) Making sure that adequate security measures (against any possible cases such as electric leakage, fire, flood, theft, etc.) are taken depending on the nature of the environment where special categories of personal data are stored;
- (2) Ensuring physical security of these environments and preventing unauthorized entry and exits;

6.2.4. Measures to be taken in case of unlawful disclosure of special categories of personal data;

In case that Special Categories of Personal Data are unlawfully acquired by unauthorized persons within the scope of Special Categories of Personal Data processing activities conducted by our Company; the situation shall be notified to the Board within 72 (seventy-two) hours at the latest in accordance with the Board's decision no. 2019/10 of 24.01.2019 and the data subjects affected by the breach shall be informed as soon as possible.

6.2.4. If special categories of personal data are to be transferred;

In case of presence of the Data Subject's explicit consent, our Company may transfer Special Categories of Personal Data in line with data processing purposes and in accordance with General Principles and by taking necessary security measures, including the methods stipulated by the Board.

Personal data are transferred for the aforementioned purposes , to the extent required by business processes and in accordance with the processing conditions required by the legislation, general principle and the rules regarding the transfer of personal data as specified in articles 8 and 9 of the PDP Law, by taking necessary security measures including, also, the methods stipulated by the Board; and they may be stored on servers and electronic media used in this context.

In the presence of the conditions listed below, special categories of personal data may be transferred to Third Parties:

- a) The existence of the explicit consent of the data subject,
- b) It is explicitly stipulated by law,
- c) It is mandatory to protect the life or physical integrity of the person or another person who is unable to declare their consent due to actual impossibility or whose consent is not legally recognized,
- ç) It relates to personal data made public by the data subject and is in line with their intent to make it public,
- d) It is necessary for the establishment, exercise, or protection of a right,
- e) It is necessary for the protection of public health, preventive medicine, medical diagnosis, treatment, and care services, as well as for the planning, management, and financing of healthcare services by persons or authorized institutions and organizations obligated to maintain confidentiality,
- f) It is necessary for the fulfillment of legal obligations in the fields of employment, occupational health and safety, social security, social services, and social assistance,
- g) It is directed at current or former members or affiliates, or persons in regular contact with foundations, associations, or other non-profit organizations or entities established for political, philosophical, religious, or trade union purposes, provided that it is in accordance

with the legislation and purposes they are subject to, limited to their field of activity, and not disclosed to third parties.

The nature of such transfers and recipient parties that the data are transferred to vary based on the type and nature of the relationship between the data subject and the Company, the purpose of transfer, and the relevant applicable legal grounds; and measures taken by the Company accordingly pursuant to the policies and relevant implementing principles and principles apply in this context.

- (1) If it is necessary to transfer data via e-mail, data should be transferred encrypted using the corporate e-mail address or the Registered Electronic Mail (KEP) account;
- (2) If it is necessary to transfer data via media such as Portable Memory, CD, DVD, etc., data should be encrypted with cryptographic methods and the cryptographic keys should be kept in a different media/environment;
- (3) In case of transfer between servers in different physical locations, data should be transferred by establishing a VPN between servers or by means of sFTP method;
- (4) If it is necessary to transfer data on paper, necessary measures should be taken against the risks such as theft, loss or authorized persons viewing the documents; and the documents should be sent in "classified documents" format.

7. REVIEW

This Policy Document enters into effect upon its approval by the Company's Executive Vice President for People and Culture. Amendments to be made in this Policy and enforcement of such amendments are subject to the approval of the Company's Executive Vice President for People and Culture.

Implementing rules to be issued in connection with this Policy, which will specify how the matters specified herein will be enforced with respect to specific issues shall be issued as Procedures. Procedures shall be issued and enforced upon their approval by the Executive Vice President for People and Culture.

This Policy is, in any event, reviewed at least once a year, and updated and revised with necessary changes, if any, after they are submitted to the approval of the Executive Vice President for People and Culture.

The Company acknowledges that applicable legislation shall prevail in case of any discrepancy between applicable legislation on the protection and processing of personal data and the Special Categories of PD Policy.

The Special Categories of PD Policy is published on the Company's website (www.enerjisauretim.com) and is accessible to personal data subjects. The amendments to be made in the Special Categories of PD Policy in parallel with the amendments to be made in and new regulations to be issued under the relevant legislation shall be made available to and easily accessible by data subjects.

This Policy may not be copied or distributed without the written permission of the Company.