

**ENDOSKOPI MEDİKAL TİCARET A.Ş.**  
**INFORMATION NOTICE FOR SUPPLIER - CUSTOMER - BUSINESS PARTNER- REAL PERSON ON THE**  
**PROTECTION OF YOUR PERSONAL DATA IN ACCORDANCE WITH THE TURKISH PERSONAL DATA**  
**PROTECTION LAW NO 6698**

The personal data retained by Endoskopi Tic. Ltd. Şti. ("Company") is under the protection of the Company acting in the capacity of the data controller. The Company takes the necessary technical and administrative measures by using its technological and infrastructural facilities to ensure the safe storage and processing of personal data in accordance with the Personal Data Protection Law No. 6698.

As your personal data can be collected in accordance with Article 10 of the Turkish Personal Data Protection Law No. 6698 ("Law") and European Union General Data Protection Regulation ("GDPR"), we are required to make a disclosure on the collection method of the personal data, its legal grounds, the purposes for which your personal data is processed by our Company, third parties to whom your personal data is disclosed/transferred and the purpose for which they are disclosed and your rights you are able to exercise as a data subject.

The target group of this notice is the employees of the Company, prospective employees who made a job application to the Company, any real person, personal data of whom is processed by the Company.

**DATA SUBJECT GROUP**

- Shareholder
- Potential Product or Service Buyer
- Supplier's Employee
- Supplier's Official
- Person Buying a Product or Service
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**COLLECTION METHOD OF YOUR PERSONAL DATA**

Your personal data; the information that you provide us through our corporate websites or by email or other means, or during our business relationships, during the signing of commercial contracts and/or during the commercial relationship process, filling out the contact form when visiting our website, through various forms such as physical forms, is stored in various ways, provided that it is orally, in writing or electronically.

Your personal data is processed based on the explicit consent of our customers and the legal grounds set out in Article 5 of the Personal Data Protection Law No. 6698.

**ON WHICH LEGAL GROUNDS WE PROCESS YOUR PERSONAL DATA**

Provided that it is directly related to the establishment or performance of the agreement, the processing of personal data of the parties to an agreement is necessary, and for compliance with our legal obligations,

Your personal data can be processed provided that this processing shall not violate the fundamental rights and freedoms of the data subject, processing of data is necessary for the legitimate interests pursued by the data controller, based on the explicit consent of our customers and in accordance with the legal compliance reasons those listed in Articles 5 and 6 of the Turkish Personal Data Protection Law No. 6698 and those listed below.

The legal grounds for which we process your data and contact you for the purposes set out below is because you have consented to do so (Article 5 of the Law / Article 6(1) s.1 of GDPR) You are not

obliged to consent. If you do not consent, we will not contact you for this processing purpose based on your consent.

- It is provided for by the laws.
- ◆ Turkish Commercial Code No. 6102,
- ◆ Tax Procedure Law No. 213,
- ◆ Personal Data Protection Law No. 6698
- ◆ Turkish Civil Code No. 4721,
- ◆ Turkish Code of Obligations No. 6098,
- ◆ Law on Regulation of Publications on the Internet and Suppression of Crimes Committed by Means of Such Publications No. 5661,
- ◆ Medical Device Directive No. 93/42/EEC,
- ◆ Active Implantable Medical Devices Directive No. 90/385/EEC,
- ◆ In Vitro Diagnostic Medical Devices Directive
- Provided that the processing shall not violate the fundamental rights and freedoms of the data subject, processing of data is necessary for the legitimate interests pursued by the data controller.
- Processing of personal data of the parties to an agreement is necessary, provided that it is directly related to the establishment or performance of the agreement (This includes the personal data provided by our customers for whom we provide independent audit services),
- It is necessary to offer the requested products and services and to meet the requirement of the agreement you have concluded,
- It is necessary for compliance with a legal obligation,
- Processing of personal data is necessary for the establishment, use or protection of a right,

## **PURPOSE FOR THE PROCESSING OF YOUR PERSONAL DATA**

***On the legal ground that the processing of personal data of the parties to an agreement is necessary provided that it is directly related to the establishment or performance of the agreement;***

- Obtaining the necessary information for the formation of agreements,
- Seeking offers for the supply of goods and services,
- Enforcing the agreement concluded by and between us,
- Fulfillment of mutual obligations,
- Communication between us,
- Realizing the purchase of goods and services under the agreements,
- Keeping the finance and accounting records, performing the payment transactions
- Complying with our legal obligations under the agreements,
- Meeting the daily needs of the Company,
- Conducting the Technical Services,
- Request/Complaint Follow-up
- Ensuring the Security of Data Controller's Operations,
- We share them with the courier company if we need to deliver a product.

***On the legal ground that processing of data is necessary for the legitimate interests pursued by the data controller provided that the processing shall not violate the fundamental rights and freedoms of the data subject;***

- Creating your record on the program we are using,
- Holding organizations,
- Conducting/Auditing Business Activities,
- Conducting Risk Management Process
- Conducting Retention and Archive Activities

***On the legal ground that processing of personal data is necessary for the establishment, use or protection of a right;***

- Conducting and Following legal processes

***In the works to be carried in-house; we process the personal data consisting of the name, surname and, if consented, health data of the persons who will perform the work;***

- Complying with the legal obligations,
- Ensuring audit and management
- Providing security,
- Completing necessary training,
- Confirming eligibility for the job,
- Providing necessary protective materials,
- Providing after sales support,
- Improving the service by creating a record,
- Ensuring patient satisfaction,
- Communication activities,
- Transferring Patient's Information on the ÜTS (Product Tracking System) System in accordance with Quality Standards
- Processing Patient Information on Invoice Records in Patient-Specific Products
- Providing for by the laws
- Conducting technical service operations and medical device sales for the execution of medical diagnosis and treatment processes
- Execution of Risk Management Processes

We only process your necessary personal data in order to comply with our legal obligations and exercise our rights.

We assure that we will retain your personal data for the maximum period of time specified in the relevant legislation or required for the purpose for which they are processed and for the legal period of limitation in any event.

#### **TRANSFER OF YOUR PERSONAL DATA TO THIRD PARTIES**

We share your personal data if and when it is required or requested and in order to comply with our legal obligations, with public legal entities such as Personal Data Protection Authority, Ministry of Health, Ministry of Finance, Ministry of Customs and Trade, Tax Offices.

We transfer your above-listed personal information to banks for performing the payment transactions and to event companies and hotels for the organization of events.

We share your personal data with law firms and lawyers from whom we receive advisory services under confidentiality obligation and quantum sufficit.

We are able to transfer your personal data to notary offices when we need to serve a warning and to courts when we need to exercise our right to defense against legal claims.

We are able to transfer your personal data abroad for the purpose of managing the company, conducting the work and implementing the company's policies with your explicit consent if necessary.

In case of an audit by the Ministry of Labor and Social Security, we may have to make your personal data available for a legal audit.

## **YOUR RIGHTS UNDER THE PERSONAL DATA PROTECTION LAW**

In accordance with Article 11 of the Law, you have the following rights regarding your personal data;

- To learn whether the company has processed your personal data, if so to request information with respect to this,
- To learn the purpose of personal data processing and whether this data is used for intended purposes,
- to learn whether your personal data has been transferred at home or abroad and to whom it has been shared,
- To request rectification in case personal data are processed incompletely or inaccurately,

. You may request the deletion, destruction or anonymization of your personal data under the conditions specified in the Law. However, we will consider your request and decide pursuant to the circumstances of the present event which one of the methods for deletion, destruction or anonymization is suitable. In this respect, you may request information at any time about why we preferred that destruction method.

You may request compensation for your damages arising due to the unlawful processing of your personal data,

We strive to conclude your request in your application not later than thirty (30) days depending on the nature of the request, however, if the transaction requires additional costs, the Company may charge you a fee in the tariff set by the Personal Data Protection Board. As per the fee tariff, if we respond to your application in writing, we will not charge you up to ten pages but we may charge you with 1 TRY for each page exceeding ten-page answer. If we respond to the application in a recording medium such as a CD or flash memory, we may charge a fee equal to the cost of the recording medium.

You are required to submit your application regarding the processing of your personal data via your e-mail address registered with the Company or by sending an email to [info@endoskopi.com.tr](mailto:info@endoskopi.com.tr) or complete and sign the application form on the company's website and deliver it in person to our company provided that you prove your identity. We note that additional verification may be requested by the Company to determine whether the application is made by you and thus protect your rights. For example, if you apply via your e-mail address registered with the company, we may contact you using another communication method registered with the company and ask for confirmation of whether the application is made by you.

## **DATA CONTROLLER CONTACT DETAILS**

**ENDOSKOPI MEDİKAL TİCARET A.Ş.**

**Central Registration System No: 0334125417100001**

**E-Mail: [info@endoskopi.com.tr](mailto:info@endoskopi.com.tr)**

Address: Halil Rifat Pařa Mahallesi Yüzer Havuz Sk. Perpa Tic Mer A Blok Apt. No: 1/36 řiřli/İSTANBUL  
Registered Electronic Mail - KEP Address: [endoskopi@hs02.kep.tr](mailto:endoskopi@hs02.kep.tr)