

**OPLOG OPERASYONEL LOJİSTİK ANONİM ŞİRKETİ**  
**CLARIFICATION TEXT ON PERSONAL DATA PROTECTION LAW NO 6698**

**OPLOG OPERASYONEL LOJİSTİK A.Ş.** (OPLOG A.Ş.) takes all necessary technical and legal measures pursuant to Personal Data Protection Law No 6698 ("PDPL") for the protection of the personal data it processes within the framework of the activities it carries out. Data subjects may read the following clarification text to access the details about the categories of processed data, legal reasons for data processing, the data transferred to third parties, and the reason for such transfer as well as their rights within the scope of PDPL and GDPR.

**I. 1) Data Controller**

**OPLOG OPERASYONEL LOJİSTİK A.Ş.**

Website : <https://www.oplog.io/>

Phone Number : 0 (312) 266 06 69

Address : Bilkent Cyberpark Binası Kat:1 Bilkent Çankaya /ANKARA

**Purposes of Processing Personal Data**

Your personal data will be processed by OPLOG A.Ş. as the data controller for the following purposes and as set forth herein pursuant to Articles 5 and 6 of PDPL:

- To improve, enhance and vary our products and services and to be able to offer alternatives to the natural/legal persons we have a commercial relationship with,
- To enable communication, cooperation, and coordination between relevant companies during Oplog A.Ş.'s business and offer processes; to execute joint business areas; to specify the needs of our customers and employees; to fulfill the contractual obligations; to carry out advertising and marketing activities; to enable customer follow-up, work safety and continuity,
- To raise and improve our service standards,
- To specify and apply our commercial business strategies,
- To make sure that contracts to which Oplog A.Ş. is a party are fully performed by Oplog A.Ş. and other parties of these contracts,
- To ensure the legal security of natural/legal persons who are in a commercial relationship with Oplog A.Ş.,
- To enable Oplog A.Ş. to issue commercial books, invoices, bank checks, and vouchers as required pursuant to applicable regulations,
- To ensure the security of employees, customers, and buildings belonging to Oplog A.Ş. and to keep points of entrance-exit under control,
- To evaluate the recruitment processes of potential employees; to create personnel files; to maintain human resources policies of Oplog A.Ş.,
- To enable guests of Oplog A.Ş. to access the Internet,
- To carry out commercial trading activities of Oplog A.Ş.,
- To execute corporate correspondences of Oplog A.Ş.,
- To create statistics of the visits to our website, to keep a record of visitor information and give replies,
- To keep our quality and standards under control and to fulfill any other obligation as specified in laws and regulations.

### **III. Transfer of Personal Data**

The personal data we have processed may be transferred within the scope of the aforementioned purposes and pursuant to Articles 8 and 9 of the PDPL;

- To our suppliers to a limited extent for the execution and maintenance of our commercial activities,
- And for the purpose of the provision of our products and services,
- To relevant public authorities and institutions, particularly including SSI, for the fulfillment of the legal obligations as specified in law and for ensuring security,
- To other public and private entities, particularly banks, for the purpose of fulfilling the social and financial rights of the people recruited at Oplog A.Ş.,
- To authorized public institutions and organizations and judicial bodies as requested and exclusively within the scope of the requests of relevant public institutions and organizations,
- And health information of employees may be transferred to health institutions and insurance companies from which health service is received to enable employees to work in a healthy environment within the framework of occupational health and safety measures.

### **IV. The Method and Legal Reason for the Collection of Personal Data**

Your personal data shall be collected by Oplog A.Ş. or by natural or legal persons that are authorized to process data on behalf of Oplog A.Ş. through declarations, application forms, the forms filled on the website, documents required for the creation of personnel files, various contracts, all kinds of information forms, survey forms and job application forms after receiving your explicit consent by oral (phone call), written or electronic means or as allowed under the personal data processing conditions as specified in law.

Such data shall be obtained for the purposes of executing our commercial activities within the framework of laws and for Oplog A.Ş. to be able to continue its services, maintain its commercial business and fully and accurately fulfill its legal obligations.

- For the purposes of offering courier services, executing and verifying services, creating customer records, receiving payments, providing compensations or refunds and registering such payments, keeping track of shipments, inquiring shipments, getting into contact with the customers when necessary, executing security transactions and identifying payment risks, collecting payments and settling accounts, and as stipulated in Article 5/2-c of Law No 6698, when it is required to "Process personal data of the parties of a contract, provided that it is directly related to the establishment or performance of the contract", for the purposes of offering better service regarding shipments and informing customers about shipping operations, carrying out analysis and reporting activities and as stipulated in Article 5/2-f of Law No 6698, when it is required to "Process data for the legitimate interests pursued by the data controller, provided that this processing shall not violate the fundamental rights and freedoms of the data subject,

The minimum information required to be recorded pursuant to the aforementioned legislation is as follows:

- If the sender is a natural person; full name, TR ID number, full address, and phone number; in addition, if shipping is carried out by a different person, full name, TR ID number, explicit address, and phone number of the deliverer,
- If the sender is a legal person; full title, tax number or MERSIS (Central Registration System) number, explicit address, and phone number; in addition, full name, TR ID number, explicit address, and phone number of the authorized deliverer of the legal person
- Full name/title and explicit address of the recipient

- Nature of the goods shipped (may not be required for the goods that are shipped with an invoice or a freight bill pursuant to the contract)

The minimum information required to be obtained and recorded during the delivery of the shipment is as follows:

- Service providers shall obtain and record the full name and TR ID number of the recipient during the delivery of the shipment to the recipient (a natural or legal person).

For the purposes of recording data that are required to be collected pursuant to Tax Procedure Law No 213, Turkish Commercial Code No 6762, Road Transport Code No 4925, Road Transport Regulations, Postal Services Code No 6475, Procedures and Principles Regarding the Safety Measures about Posts as approved with the Decree of Information Technologies and Communications Authority, Dated 27/12/2016, Numbered 2016/DK-YED/517, as well as other relevant legislation, issuing necessary invoices and delivering those to you, keeping tax records, issuing documents to prove the services rendered, regularly informing legal authorities within the scope of legal obligations, responding to the requests of official authorities and keeping other legal records, fulfilling obligations of storage, executing complaint solution mechanisms, sending notifications about suspicious transactions as well as the legal reasons stated in Article 5/2-a "as expressly provided by law" and 5/2-ç "as necessary for compliance with a legal obligation to which the data controller is subject,"

## V. Data Subject's Rights Within the Scope of PDPL

Natural persons whose personal data are processed by Oplog A.Ş. have the following rights pursuant to Article 11 of PDPL:

- Learning whether their personal data have been processed or not,
- Requesting information if their personal data have been processed,
- Learning the purposes for the processing of personal data and whether they are used in accordance with the intended purposes,
- Learning about the third parties, recipients, and recipient categories to which their personal data have been or will be transferred inland or abroad,
- Requesting rectification of any incomplete or inaccurate data and notification to third parties to whom their personal data have been transferred, regarding the procedure carried out in this respect,
- Requesting the erasure or destruction of personal data in the event that the reasons requiring it to be processed have disappeared despite the fact that personal data have been processed pursuant to PDPL and other relevant laws, and requesting the notification of third parties to whom the personal data have been transferred, regarding the procedure carried out in this respect,
- Objecting to a negative outcome in case of the analysis of the processed data exclusively through automated systems,
- Requesting compensation for damages in case of any loss due to unlawful processing of personal data.

Data subjects may submit their requests regarding these rights by sending a notice to Oplog A.Ş.'s address at Bilkent Cyberpark Binası Kat:1 Bilkent Çankaya /ANKARA through a notary public or by applying to our Company in person upon presentation of their proof of identification. Users who do not prefer this method may submit their written requests to [operasyonellojistik@hs01.kep.tr](mailto:operasyonellojistik@hs01.kep.tr) using the "Registered Electronic Mail" (REM) and "secure electronic signature". Requests of the data subject will be evaluated and resolved free of charge as soon as possible and within thirty (30) days at the latest pursuant to Law No 6698. The fees stated in the tariff specified in the Communique on the Principles and Procedures for the Request to Data Controller shall apply if the evaluation and decision process requires an additional cost.

Data subjects may submit their claims to the Personal Data Protection Authority unless they are satisfied with the response our Company has given upon their application.