

1. COOKIES POLICY

We, as Energo Pro Turkey Holding A.Ş. (“**Company**”), use Cookies in order to be able to improve your user experience on our website, while carrying out our studies, which we offer to you, our valuable visitors. Within this scope, the Company acts as the data supervisor under the Law on Protection of Personal Data numbered 6698 (“**LPPD**”), regarding the cookies used on www.energo-pro.com.tr (“**Site**”). This text is prepared to give information about which types of cookies are used on our website and how these cookies may be managed, under Article 10 of LPPD and the Communiqué on the Principles and Procedures to be followed in Fulfilling the Clarification Obligation.

Users’ explicit consents are obtained for the cookies we use on the site other than those that are mandatory, and they are provided the opportunity to change their consents, when they desire. If you do not prefer the use of cookies, you may always view the types of the cookies used on the Site through the settings of your browser, and delete or block all cookies, except the mandatory cookies. However, we would like to remind you that this can affect your Site use.

2. WHAT IS COOKIE and WHY ARE THEY USED?

The cookies are the small text files that are recorded onto your computer or mobile device via your browser, when you visit a website. Cookies enable the website you visit to store information on your device and to use this information during your subsequent visit. Today, cookies became an important part of web technologies and their basic function is to remember the visitor and his/her preferences and identify the device.

The cookies, which are generated by a website, are stored by the browser you use to access the site; the information contained by these cookies are only accessible remotely by the websites provided under the domain name generating the cookies and in case you use the same browser.

Cookies only contain information related with your visit on internet environment and they do not collect any information regarding the files stored on your computer or mobile device.

Our purposes for using cookies, in general terms:

- To be able to save the user experiences and preferences on the websites in order to customize their next visit; (exp: viewing language, login information)
- To improve the websites and offer new features through the Website and customize the features offered according to your preferences;
- To be able to increase the performance of the website;
- To ensure the legal and commercial safety of the website, you and our Company, and
- To carry out the “Site traffic information” information security processes and ensure the transaction security in form generation transactions, as the Company is obliged to record and store the site traffic information, with the title of hosting provider as the provider or operator of the systems, which contain services and contents in the Internet environment, pursuant to Law Nr. 5651 and other legislations.

Confidential information of the users is not kept within any cookies we use.

If you do not want the cookies be kept in your computer, then you may change your preferences for the use of cookies through the settings section of your browser. The data collected through the cookies are not used to determine your identity, profiling specific to you or following up your activities on the websites other than our Site.

Cookies are not used for the purposes other than those specified in this Policy, and all relevant transactions are carried out in accordance with the data protection legislation.

Web browsers generally accept the cookies automatically. It is not mandatory to use every cookie in order to be able to use our website, except those listed in the table below: “Absolutely Necessary Cookies”, however in case you

set your browser to not to accept cookies, then the quality of your user experience may decrease and various functions of our Site may be corrupted.

You may configure your browser's cookies settings so as to alert when cookies are generated in a manner to block all websites or particular websites, so as to block third party cookies or to accept all cookies as session cookies. In addition, you may delete the cookies on your browser or see the list and value of the cookies kept in your browser.

You accept that we may place these cookies onto your device, which you do not delete or reject, unless you delete or reject some or all of these cookies.

You may access the clarification text, which was prepared pursuant to LPPD, on our website, for more information related with the cookies and cookies management on our Site, or you may send an e-mail to the address turkey@energo-pro.com.

3. PURPOSE AND REQUIREMENTS FOR PROCESSING THE PERSONAL DATA

As specified above, cookies, which serve to different purposes, are used on our website. For the data processing activities we carry out during the use of cookies, we rely on the requirements of “*Necessity of processing the personal data of the contractual parties, provided to be directly related with establishing or performance of a contract*” and “*Obligation to process data for the legal interests of the data supervisor, provided not to damage the basic rights and freedom of the concerned person*”.

I. TYPES OF COOKIES PER KEEPING PERIOD

- a) **Session Cookies:** Session cookies are the temporary cookies, which are used during the visits of our visitors to our Website and deleted after the browser is closed. The basic purpose of using this kind of cookies is to ensure the proper operation of the Website during your visit.
For instance; it is ensured that you fill in online forms, which are consisted of multi-pages.
- b) **Persistent Cookies:** Persistent Cookies are the type of cookies that are used for the purpose of increasing the functionality of the Website and providing quicker and better service to our visitors. This kind of cookies are used to remember your cookies preferences and stored on your device via the browsers.

Some types of the persistent cookies may be used to offer special recommendations to you, considering the matters such as your intended purpose for the Website.

With the help of the persistent cookies, in case you visit our Website with the same device again, it is checked whether there are cookies generated by our Website or not, and if any, then it is understood that you visited the website previously, and thus a better service is provided to you.

II. TYPES OF COOKIES PER INTENDED PURPOSE

- a) **Customization Cookies:** They are the cookies that are used to remember the user preferences also in the visits to the different pages of the website. For instance, remembering the language preference you chose.
- b) **Analytical Cookies:** Analytical Cookies are the cookies that ensure the production of analytical results such as the number of the visitors of the website, determination of the pages viewed on the website, visiting times of website, scrolling actions for the website pages.

You can find the types of the cookies used on our website via Google Analytics below:

Cookies Service Provider	Name of Cookies	Purpose of Cookies	Type of Cookies	Keeping Duration of Cookies
Google Analytics	_ga	Used to distinguish the users.	3rdParty Cookies	2 Years
Google Analytics	_gid	Other cookies to distinguish the users	3rdParty Cookies	24 Hours
Google Analytics	_gat	Used to shorten the demand ratio.	3rdParty Cookies	1 Mn
Google Analytics	__utma	It follows up whether the users visited the website in past or not.	3rdParty Cookies	2 Years
Google Analytics	__utmb	Used to determine the new sessions of the users.	3rdParty Cookies	30 Mn
Google Analytics	__utmc	Used to determine whether the user is in a new session or not. Cookies are terminated when the browser is closed.	3rdParty Cookies	-
Google Analytics	_utmz	It stores information about the sources, from where the user comes to the website. Data such as the source, tool, and campaign are recorded under these cookies. They are updated every time data is sent to Google Analytics.	3rdParty Cookies	6 Months
Google Analytics	__utmv	Used to keep custom-defined variable data at the visitor level.	3rdParty Cookies	2 Years

In the light of all of these explanations, the matter of which cookies shall be used on the Site, except those absolutely necessary, are left to the free will of the users completely. You may manage your cookies preferences through the settings of your browser by deleting or blocking, when you log in the Site, or you may change these settings when you desire.

4. PARTIES, TO WHICH YOUR PERSONAL DATA IS TRANSFERRED

Some of the cookies used on the site are provided by the third party service providers other than the Company. In case you give your explicit consent, your personal data is shared with [Google Analytics (analytics.google.com)], located abroad, in the use of certain some technical cookies for the operation of the Site, pursuant to Article 9 of LPPD.

These third party cookies are used for the following purposes:

- Number of Cumulative Visits of Website,
- Registry of Website Visitor Statistics,
- Usage Preferences of the Website's Visitors,

5. CAN THE USAGE OF THE COOKIES BE BLOCKED BY THE DATA OWNERS?

You have the opportunity to customize your preferences regarding the cookies, by changing the settings of your browser. However, in such case please note that the site may not function in full and you may not utilize all of its features. You must change the setting of your internet browser to prevent the use of cookies. These changes vary depending on the device and internet browser you use. The steps to be followed in order to prevent the use of the cookies through different internet browsers are provided below:

• Internet Explorer

1. Open desktop and touch or click the Internet Explorer icon on the taskbar.
2. Touch or click the Tools button and Internet options.
3. Touch or click the Privacy tab, afterwards move the shifter under the Settings upwards in order to block all identification information and touch or click OK button.

• Microsoft Edge

1. Click the section having triple dots on the right upper corner of your Microsoft Edge browser and move to the Setting section.
2. Select the parts you want to clean on the window that appears after clicking Choose the Elements to be Cleaned through the window that appears.
3. There are many sections here. You may start cleaning procedure by selecting those you desire.

• Google Chrome

1. Open Chrome on your computer.
2. Click Other Settings on the upper right side.
3. Click Advanced on the lower part.
4. Click Content setting under "Privacy and Security".
5. Click Cookies.All cookies and site data".
7. Click the Remove icon on the right side of the site.

• Mozilla Firefox

1. Click Firefox Menu button and select Options.
2. Select Privacy and Security panel and move to Past section.
3. Change the setting of the Firefox as "use the special settings for past".
4. Click the Show cookies... button. Cookies window shall appear.
5. Write the name of the website, of which the cookies you want to delete. Cookies matching with your search shall be displayed.
6. Select the cookies you want to delete and click the Delete Those Selected button.
7. Close the Cookies window by clicking the Close button. Then, close about:preferences page.

• Safari

1. Select Safari > Preferences.
2. Click Privacy element.
3. Click Website Data.
4. Select one or more websites and then click Delete or Delete All.

You may find information about how this procedure may be carried out in the other main web browsers at the address <https://www.esb.org.tr/cerez-bellek> or <https://www.aboutcookies.org>.

You may delete all cookies remaining from the websites you visit via the third party software.

6. YOUR RIGHTS AS THE PERSONAL DATA OWNER, PURSUANT TO ARTICLE 11 OF LPPD

We notify that the persons, whose personal data is processed via the cookies used on the website, have the following rights as the personal data owners, pursuant to Article 11 of LPPD:

- To learn whether your personal data is processed or not,
- If your personal data is processed, then to request information regarding this,
- To learn the purpose of processing your personal data and whether your personal data is used in accordance with the intended purpose or not,
- To know the third parties, to whom your personal data is transferred inland or abroad,
- In case the data is incomplete or wrongly processed, then to request the correction of them, and to request the transaction, which is carried out within this scope, be notified to the third parties, to whom the personal data is transferred,
- Although it has been processed according to the provisions of the Law and other related laws, in case the reasons, which requires processing, disappear, then to request deletion or destruction of the personal data, and to request the transaction, which is carried out within this scope, be notified to the third parties, to whom the personal data is transferred,
- To object a result, which emerges against you through the analysis of the processed data exclusively by the automatic systems,
- In case suffering a loss due to the unlawful processing of your personal data, to request indemnification.

You may communicate your requests within the scope of this article to our Company by filling in the application form, which you may access through the address https://www.energo-pro.com.tr/uploads/kvkk/dosya/02_Kisisel_Veri_Sahibi_Basvuru_Formu_EPH.pdf or through the other methods stipulated in the legislation, pursuant to the “Communiqué on the Principles and Procedures of Applying to the Data Supervisor”. Your application shall be concluded free of charge as soon as possible and at the latest within thirty days depending on the nature of your request; however, in case the procedures requires a separate cost, then a fee may be requested from you according to the tariff to be determined by the Board of Personal Data Protection.

7. EFFECTIVE DATE OF WEBSITE COOKIES POLICY

Website Cookies Policy is dated **30/11/2022**. In case the entire policy or certain articles of it is modified, then the effective date of the Policy shall be updated.

The Cookies Policy is published on the website of the Company (www.energo-pro.com.tr) and made available to the concerned persons upon the request of the personal data owners.

You may access the detailed information regarding to process your personal data from the Energo Pro Turkey Holding A.Ş.’s Policy of Personal Data Protection and Processing provided on the page www.energo-pro.com.tr/kvkk.