

CLARIFICATION TEXT FOR THE PROCESSING OF PERSONAL DATA OF EMPLOYEE CANDIDATE

1. Identity of the Data Controller

This clarification text of employee candidate has been prepared to inform you about the processing of your personal data within the scope of the Law on the Protection of Personal Data No. 6698 ("KVKK"). In the Clarification Text of Employee Candidate, the data controller shall be referred to as THR TURKEY*.

(*THR TÜRKİYE represents the legal entities of İberotel International A.Ş., Turcotel Turizm A.Ş. Club Seno, Turkuaz İnşaat Turizm A.Ş., Kybele Turizm Yatırım San. ve Tic. A.Ş. and TT HOTELS TURKEY OTEL HİZ. TUR. VE TİC. A.Ş., which are under the partnership umbrella of TUI A.G. Each group company is accepted as the exclusive data controller for the processing, keeping, transfer and sharing of data.)

2. Processed of Personal Data and Purposes

The following Personal Data is processed during the application process:

- Identity Information: Name, Surname, T.R. ID number, date of birth, place of birth, gender, marital status, passport number (for non-Turkish employees), nationality, driving license and class
- Contact Information: Phone number, e-mail address, residential address, emergency contact names.
- Personal Information: Military service, retirement status, CV, reference information.
- Professional Experience: Courses/trainings completed, diploma/certificate information, foreign language skills, facility where he/she works, department information and title/position, reason for leaving
- Audio and Visual Data: Passport photo, biometric photo, CCTV, Audio record.

This data is processed for the following purposes:

- Execution of recruitment processes,
- Assessment and placement of candidates in appropriate positions,
- Confirmation of reference information,
- Foreign personnel work and residence permit procedures,
- Fulfillment of legal obligations,
- Ensuring the security of physical space.

3. Method of Collection of Personal Data and Legal Basis

Your personal data is collected by the following methods:

- Electronic environments (career portals, e-mail, mobile applications),
- Physical application forms,
- People who provide reference information.

Our Legal Basis:

- Article 5/2 (ç) of the KVKK (the Law on the Protection of Personal Data): The ability of the data controller to fulfill its legal obligations.
- Article 5/2 (f) of the KVKK (the Law on the Protection of Personal Data): Legitimate interest of the data controller.
- Article 5/2 (c) of the KVKK (the Law on the Protection of Personal Data): Being directly related to the conclusion or performance of an agreement.

4. Transfer of Personal Data

Your personal data may be shared with the following organizations and persons:

- Internal units (human resources, IT, etc.),
- Department managers, senior management,
- Public institutions (SSI, labor and social security units, İŞ-Kur, etc.) in cases of legal obligation,
- Our domestic group companies,
- Suppliers and service providers (consultants, etc.) from whom we procure services
- Germany-based TUI AG and our other affiliates abroad.

This transfer is made in accordance with the legal regulations on international data transfer.

5. Data Keeping Periods

Applications with negative results are kept for a maximum of 2 years for future job opportunities. When the legal retention periods expire, your data shall be destroyed or anonymized.

6. Technical and Administrative Measures

The following measures are taken for the secure processing and protection of your personal data:

- Technical Measures:
 - o Encrypted keeping and transmission of data,
 - o No access except for persons authorized by access control systems,
 - o Active use of firewalls and antivirus software,
 - o Backing up data and keeping backups in secure environments.
- Administrative Measures:
 - o Training employees on privacy and data security issues,
 - o Preventing the sharing of data by making them sign confidentiality agreements,
 - o Controlling data security practices through periodic internal audits,
 - o Compliance with the principle of minimum data processing in data processing processes.

7. Your Rights as a Personal Data Owner

Pursuant to Article 11 of the KVKK (the Law on the Protection of Personal Data), you have the following rights:

- Learn whether your personal data is being processed,
- Request information if your personal data has been processed,
- Learn the purpose of processing and whether they are used for their intended purpose,
- Request correction if they are incorrect or incomplete,
- Request deletion or destruction of your personal data,
- Learn about the third parties to whom it is transferred.

You can apply to exercise these rights in one of the following ways:

- In writing to our address (Güzeloba Mah. Havaalanı Cad. No:64/Z1-Z2 Muratpaşa / Antalya),
- E-Mail: dpo@tuihotels.com.tr

8. Data Transfer to Abroad

Your data may be transferred to TUI AG based in Germany and our other subsidiaries abroad for the purpose of carrying out business processes. This transfer is carried out in accordance with the legal safeguards for international data transfer.

9. Situations Requiring Explicit Consent

In business processes, your personal data of special nature (health information, biometric photographs, etc.) are processed only with your explicit consent. You shall be informed about these issues separately and your consent shall be requested.

10. Additional Information

This clarification text may be updated and renewed as necessary. You shall be notified of the new version.

Our Contact Information: Adres: Güzeloba Mah. Havaalanı Cad. No:64/Z1-Z2 Muratpaşa / Antalya

E-Mail: dpo@tuihotels.com.tr

THR TÜRKİYE attaches great importance to the protection of your personal data and fully complies with legal regulations in this regard.