



Explanations

Under Article 11 of the Personal Data Protection Law No. 6698 (“KVKK”), everyone has the right to apply to Art Shipbuilding and Ship Repair Services Inc. (“Company”) in relation to the following matters:

- a) To learn whether personal data is being processed,
- b) If personal data is being processed, to request information about it,
- c) To learn the purpose of processing personal data and whether it is being used in accordance with that purpose,
- d) To know the third parties to whom personal data has been transferred within the country or abroad,
- e) To request the correction of personal data if it is inaccurate or incomplete,
- f) In accordance with Article 7 of KVKK, to request the deletion or destruction of personal data if the reasons for processing no longer exist, even though the data has been processed in compliance with KVKK and other relevant laws,
- g) To request that the correction of personal data (as per item e and f) be communicated to the third parties to whom the data has been transferred,
- h) To object to the processing of personal data that is processed solely through automated systems, if it leads to an unfavorable result for the individual,
- i) To request compensation for damages if personal data has been processed unlawfully and caused harm.

Processing of Personal Data Related to the Application

In order to verify the identity of the applicant and manage the application, personal data (name, surname, Turkish Identity Number, passport number, phone number, email, address, signature) will be processed in a limited and relevant manner. These personal data may be shared with relevant units/persons and authorized institutions only if necessary and according to the nature of the application request.

Application Method, Address, and Information to be Provided on the Application

Application Method	Address for Application	Subject to be Written on the Envelope
In-person application (if the applicant applies in person, they must have an identity document, or if applying via power of attorney, a notarized power of attorney must be available)	Evliya Çelebi Mah. Tersaneler Cad. No:42 Tuzla/ ISTANBUL-TURKIYE	"Information Request within the Scope of the Personal Data Protection Law" should be written on the envelope.
Application via notary service	Evliya Çelebi Mah. Tersaneler Cad. No:42 Tuzla/ ISTANBUL-TURKIYE	"Information Request within the Scope of the Personal Data Protection Law" should be written on the envelope.

Application Method**Address for Application****Subject to be Written on the Envelope**

Application via e-signature or mobile signature through email

artgemiinsa@hs01.kep.tr

"Information Request within the Scope of the Personal Data Protection Law" should be written in the subject of the email.

Application via Registered Electronic Mail (KEP)

artgemiinsa@hs01.kep.tr

"Information Request within the Scope of the Personal Data Protection Law" should be written in the subject of the email.

Applicant's Contact Information

Name:

Surname:

TC Identity Number:

(Passport Number)

Phone Number:

Email:

(Providing an email address will enable a faster response.)

Address:

Please Specify Your Relationship with Our Company

☐ Customer

☐ Visitor

☐ Former Employee (Years Worked: -)

☐ Other

☐ Employee

☐ Job Candidate

☐ Third-Party Company Employee (Please specify the company and position)

Person/Department You Have Contacted in Our Company:

Subject:

Please Specify Your Request Under KVKK

Request No.	Request Subject	Legal Basis	Your Selection (Please Mark the Relevant Section)
1	I want to know whether personal data is being processed by your company.	KVKK Article 11/1-a	
2	If your company processes personal data, I request information about this data processing activity.	KVKK Article 11/1-b	
3	If your company processes my personal data, I want to know the purpose of processing and whether it is being used in accordance with the purpose.	KVKK Article 11/1-c	
4	If my personal data has been transferred to third parties within the country or abroad, I want to know these third parties.	KVKK Article 11/1-ç	
5	I believe my personal data is incomplete or inaccurate and request it to be corrected.	KVKK Article 11/1-d	
6	Even though my personal data has been processed in accordance with the law and other relevant laws, I believe the reasons for processing no longer exist, and I request my personal data to be: a) Deleted b) Destroyed (Please specify the option)	KVKK Article 11/1-e	
7	I request the correction of my personal data (mentioned in item 5) to be made with third parties where it has been transferred.	KVKK Article 11/1-f	
8	I believe the reasons for processing my personal data have ceased (Item 6), and I request my personal data to be: a) Deleted b) Destroyed with third parties where it has been transferred.	KVKK Article 11/1-f	
9	I believe my personal data has been exclusively analyzed by automated systems, and as a result, an unfavorable outcome has occurred. I object to this result.	KVKK Article 11/1-g	
10	I have suffered harm due to the unlawful processing of my personal data. I request compensation for the damages.	KVKK Article 11/1-ğ	

Please Provide an Explanation Regarding Your Request

How Do You Wish to Receive Our Response?

- ☐ I want it sent to my address.
 - ☐ I want it sent to my email address. (Selecting this option will allow for a faster response.)
 - ☐ I want to collect it in person. (If someone else will collect it, a notarized power of attorney or authorization document is required.)
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Applicant's Declaration

I request that my application, made in accordance with the above requests, be evaluated as per Article 13 of the Law and that I be provided with the information.

I declare and guarantee that the documents and information I have provided in this application are correct, up-to-date, and belong to me.

Applicant's Name, Surname:

Signature:

Application Date: