



**CLARIFICATION TEXT  
FOR EMPLOYEE  
CANDIDATE**

Preparation date: 07.11.2019

Revision Date:23.10.2020

**SOM Fasteners EMPLOYEE CANDIDATE  
CLARIFICATION TEXT ON PROCESSING OF PERSONAL DATA**

In accordance with the Personal Data Protection (PDP) Law No.6698 ("Law"), your personal data may be processed by SOM Fasteners (The "**Company**") as data controller within the scope explained below. You may access **Detailed information about the purposes of processing your personal data** by our Company, SOM Fasteners Personal Data Processing and Protection Policy at <https://www.somas.com.tr>.

**Personal Data, and Purposes of Processing**

**Your data regarding your identity, contact details, personal data, professional experience, family members and close relatives will be obtained and processed** in accordance with the Law and the basic principles stipulated in the Law for the following purposes.

- Execution of Emergency Management Processes
- Execution of Employee Candidate / Intern / Student Selection and Placement Processes
- Execution of Employee Candidates' Application Processes
- Planning of Human Resources Processes
- Conducting Occupational Health / Safety Activities
- Conducting Activities in Compliance with Legislation
- Informing Authorized Persons, Institutions and Organizations

**To Whom and For What Purpose the Personal Data Can Be Transferred**

**Your collected personal data may be transferred to real persons, private law entities and authorized public and private organizations in order to carry out activities in conformity with the legislation and to inform authorized persons, organizations and bodies in accordance with the fundamental principles stipulated in the Law.**

**The Method and Legal Grounds of Collecting Personal Data**

Your personal data will be collected by physical and electronic means. Your collected personal data can be automatically processed and shared based on the legal reasons for the establishment or performance of the contract, fulfillment of a legal obligation and establishment, use and protection of a right stated in Article 5 of the Law, and will be *deleted after the completion of the application process and will not be retained by our company.*

**As a personal data subject, your rights within the scope of Article 11 of the Law are as follows.**

- To learn whether your personal data has been processed,
- To demand information in case your personal data has been processed,
- To learn the purpose of processing your personal data and whether they are used appropriately,
- To know the third parties in which your personal data is transferred in land or abroad,
- To request that the procedures for correction of your personal data, and to request notification of the transaction made within this scope to third parties to whom personal data has been transferred,
- To request the deletion or destruction of personal data in the event that the reasons requiring its processing disappear, despite the fact that it has been processed in accordance with the provisions of the law and other relevant laws,
- To make objection in the event of an occurrence of an unfavorable result in case your personal data is processed exclusively by means of automated systems,
- To claim for your loss in case you have damages because your personal data has been processed in illegal manner.

You may direct your claims on your rights mentioned above via e-mail at [kvkk@somas.com.tr](mailto:kvkk@somas.com.tr). Address after completing the Data Subject Application Form that may accessible at

Prepared by	Approved by
PDP Committee	General Manager

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<https://www.somas.com.tr> address. Your request will be concluded free of charge as soon as possible and within thirty days at the latest. If an additional cost is required to fulfill the transaction subject to your request, you may be charged according to the tariff determined by the Personal Data Protection Board.

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