

## **PRIVACY POLICY UNDER THE PERSONAL DATA PROTECTION LAW**

In line with the importance we place on the security of your personal data, all types of personal data we hold are processed, stored, and transferred in accordance with the Law on the Protection of Personal Data No. 6698 ("Law"). This information is prepared by ARKON ORGANIZATION TOURISM TRADE LTD. CO. in accordance with Article 10 of the Law on the "Data Controller's Obligation to Inform" regarding your personal data collected, stored, and processed by ARKON ORGANIZATION TOURISM LTD. CO. as the "Data Controller."

In accordance with the Law, ARKON ORGANIZATION TOURISM LTD. CO., acting as the Data Controller, informs its partners, associates, and event participants as follows and within the scope specified in Article 10 of the Law:

Personal data is any information that identifies or makes an individual identifiable. Such information may include your name, address, email address, phone number, any kind of picture, any kind of video, or the IP address of the computer you use to access our website. In this context, personal data can only be processed, stored, and used for the provision of products and services by the Companies and the necessary operations within this scope, but only with your explicit consent. With your explicit consent, you can be contacted about our products and services from both institutions, and you can benefit from our products and services through online and physical training.

### **Use of Personal Data:**

The processing of personal data involves any operation performed on data such as obtaining, recording, storing, maintaining, changing, rearranging, disclosing, transferring, taking over, making available, classifying, or preventing the use of personal data, wholly or partly, by automatic or non-automatic means as part of any data recording system.

### **Your personal data will be processed:**

In accordance with the law and the rules of honesty,

Accurately and, when necessary, kept up to date,

For specific, explicit, and legitimate purposes,

In a relevant, limited, and measured manner in connection with the purpose for which they are processed,

Stored for the duration required by relevant legislation or for the purpose for which they are processed;

By automatic or non-automatic means as part of any data recording system.

The personal data processed by us include:

**Identity:** (Name-Surname, National ID Number or Passport Number)

**Contact:** (Email Address, Contact Address, Phone Number)

**Legal Process:** (Correspondence with Public Authorities and our Legal Advisors)

**Finance:** (Income Status, Debt Amount, IBAN Number)

As the data controller, our institutions store personal data for purposes suitable for carrying out educational services, including but not limited to the following purposes:

Conducting educational activities and any related activities in compliance with the legislation,

Ensuring physical security,

Creating a database, listing, reporting, verification, analysis, and evaluation, producing statistical information, sharing it with experts when necessary, and carrying out data storage and archiving activities,

Contacting you through the communication channels you have directly shared with us to inform you about our institutions and students,

Using it in the necessary processes for personnel recruitment in our institutions,

Receiving enrollment requests, issuing invoices, and contacting you when necessary,

Using it for news, developments, and information about our language courses in communication, and for advertising purposes on social media, digital, and print media,

Carrying out Occupational Health and Safety activities and ensuring the security of Data Controller operations,

Accessing and processing online training and related activities,

Carrying out contract processes.

In addition to the purposes stated above, personal data may be processed to fulfill obligations imposed by laws and regulations.

### **Transfer of Personal Data:**

Our institutions may transfer personal data and special categories of personal data to third parties (third-party companies, institutions, group companies, third-party individuals) in line with legal personal data processing purposes and by taking necessary security measures. In this context, our institutions act in accordance with the regulations stipulated in Articles 8 and 9 of the KVKK. The information may be stored domestically or transferred abroad to achieve the purposes mentioned here. Personal data processed in compliance with the law may be used in information technology applications with servers located abroad. Due to the use of these applications, your personal data may be transferred to overseas server service providers in accordance with Article 9 of the Law.

Even if personal data has been processed in compliance with the law, if the reasons for its processing disappear and the statutory period expires, the personal data will be deleted, destroyed, or anonymized upon the decision of our institutions or upon the request of the data subject. Your personal data will be shared with authorities such as the Ministry of National Education, the Social Security Institution, judicial authorities, banks our institutions work with, our institutions' lawyers and legal department, relevant departments providing services to continue company activities and business processes, and domestic and/or foreign service providers processing personal data on behalf of the company, official authorities when necessary, suppliers, public institutions, business partners, and insurance companies.

Apart from the purposes stated above, personal data transfers incompatible with our company activities will not be carried out without the explicit consent of the data subject.

### **Rights of the Data Subject:**

Article 20 of the Constitution states that everyone has the right to be informed about personal data concerning themselves. In this context, the right to "request information" is also included among the rights of the data subject under Article 11 of the KVKK. Our institutions, in accordance with Article 20 of the Constitution and Article 11 of the KVKK, provide necessary information when the data subject requests it. You can submit your requests regarding your rights under the KVKK to ARKON ORGANIZATION TOURISM LTD. STI in person or by means in compliance with the legislation (e.g., via notary) to our postal addresses and email addresses.

**ARKON ORGANIZATION TOURISM LTD. CO.**

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ARKON ORGANIZATION TOURISM LTD. CO.'s PVCon 2024 registration system website contains links to other websites. We have no influence over whether the operators of these websites comply with data protection regulations. ARKON ORGANIZATION TOURISM LTD. CO. is not responsible for the content of the linked sites (or the content of other sites they link to) and has no authority to intervene in the content of linked sites.

Changes to the General Information Text on the Protection of Personal Data:

This "General Information Text on the Protection of Personal Data" will be amended when necessary to announce changes in our services related to data protection, such as the introduction of new services, and to meet current legal requirements.

Best regards,

ARKON ORGANIZATION TOURISM LTD. CO.