### TURKISH CYPRIOT ELECTRICITY AUTHORITY

#### INFORMATION TEXT ON PROTECTION AND PROCESSING OF PERSONAL DATA

As the Turkish Cypriot Electricity Authority (from now on it will be referred as Kib-Tek), we show the necessary sensitivity to the security of your personal data. In this context, as Kıb-Tek, we give great importance to the processing and preservation of all personal data of all legal entities and real persons associated with Kıb-Tek in accordance with the Personal Data Protection Law No. 89/2007. In accordance with Article 13 of the Personal Data Protection Law No. 89/2007, we would like to inform and enlighten you about our personal data processing activities.

**Controller**: It refers to public institutions and organizations and real and legal persons who, alone or together with others, determine the purposes and methods of processing personal data and have the right and authority to create, operate and audit the personal data file system.

**Personal Data:** It refers to all information regarding an identified or identifiable person.

**Personal data file system:** It describes the storage of personal data that is stored in a system, centrally or dispersed, according to functional or geographical principles, and can be accessed by certain methods.

#### **ARTICLE 1. Data Protection Officer**

With full understanding of our this responsibility, Article 10 of the Personal Data Protection Law; Every institution and organization that processes personal data is obliged to assign at least one personnel to protect the data it processes, within the framework of this Law, the Data Protection Officer monitors and supervises the processing and protection of personal data in the institution, in line with the information the controller may request.

**Address:** 140, Bedrettin Demirel Caddesi, Kumsal, Lefkoşa **Telephone:** +90 (392) 228 55 55, +90(392) 600 09 00

E-mail: info@kibtek.com

Web site: <a href="https://www.kibtek.com">https://www.kibtek.com</a>

## **ARTICLE 2. Purpose of Collection and Processing of Personal Data**

Your name, surname, address, telephone number, identity information, e-mail address, company title and documents required for membership that you provide verbally or in writing, in accordance with the basic principles stipulated in the Personal Data Protection Law, to enable you to benefit from the services offered by Kıb-Tek, The necessary work is carried out to perform the services carried out by Kıb-Tek and the principles to be applied in the processing of personal data specified in Articles 5, 6 and 7 of the Personal Data Protection Law are processed and the personal data that form or are planned to form a part of a filing system are automatically processed within the appropriate period for its purposes. It regulates the principles and procedures regarding its

processing and transfer, in whole or in part, or by non-automatic methods and tools, and is stored securely.

# ARTICLE 3. To Whom Personal Data Can Be Transferred and Purpose of Transfer

Your personal data provided in order to provide our services for the purposes stated above are processed within the confidentiality and security of the data transfer and transaction to other countries specified in Articles 11 and 12 of the Personal Data Protection Law, and are processed with our consumers, website visitors and legally authorized Public Institutions and Organizations and private Institutions can be transferred.

## **ARTICLE 4: Collection Method and Legal Reason for Personal Data:**

Your personal data may be collected in any verbal, written or electronic environment for the purposes stated above. Your personal data collected for this legal reason can be processed and transferred within the scope of the principles to be applied when processing personal data specified in Articles 5, 6 and 7 of the Personal Data Protection Law, legal processing and processing of sensitive data.

# **ARTICLE 5: Right of Withdrawal:**

There is no right of withdrawal for payments made for transactions other than mistakes in investing in the wrong account and mistakes in over-investing in the correct account.

# **ARTICLE 6: Authority to Perform Cancellation Transactions:**

Refunds involving cancellation and/or extra investments will be made only by K1b-Tek.

# ARTICLE 8: Rights of the Person Subject to Information in accordance with Section 4 of the Personal Data Protection Law

Within the scope of the Personal Data Protection Law, the person subject to the information has the following rights.

- If the data is necessary, there is no information about whether the person subject to the information is legally obliged to provide assistance and, if so, the consequences of refusing to do so, provided that the data is processed securely.
- Everyone has the right to know whether their personal data is being processed or not. Therefore, Kıb-Tek must respond to him in writing.
- The person subject to the information has the right to ask questions and receive answers from Kıb-Tek regarding the following issues: (A) (a) All personal data belonging to him/her that has been processed and also their source, (b) The purpose of the processing, the recipients or categories of recipients of the information and the categories of data that have been processed or are subject to processing, (c) the progress made in processing since the previous notification. (B) Correction, deletion or blocking of data, in particular processing not carried out in accordance with the rules of this Law due to inaccuracies and omissions. (C) Notifying third parties to whom the data is transmitted about any correction, deletion and blocking made in accordance with clause (B), unless it is impossible and does not require disproportionate effort.

- If K<sub>1</sub>b-Tek does not respond within thirty days from the submission of the application or if its response is not satisfactory, the person subject to the information has the right to apply to the Board. The Board makes the decision on this matter.
- The person subject to the information can use his right of access with the help of an expert.
- Health-related data is notified to the person subject to the information through a doctor.
- K<sub>1</sub>b-Tek, by the decision of the Board, provides information to the person subject to the information; (A) It is clearly provided for in a special law, (B) It is necessary for a superior public interest, especially for the protection of the internal and external security of the State, (C) It may limit, postpone or deny the provision of information in cases where it makes it difficult to achieve the purpose of an administrative or criminal investigation, and also notifies the relevant person in writing of the reason for these.
- The person subject to the information has the right to object to the processing of his/her data that has been processed, is being processed or is planned to be processed, at any time, for legitimate reasons related to his/her special situation.
- If K<sub>1</sub>b-Tek does not respond within the time period given to him, or if his response is not found satisfactory, the person subject to the information has the right to apply to the Board and request that his objection to be examined.
- The rights of access and objection are exercised by submitting the application to the controller. The person can access the data by using his right of access, in return for the fee specified in paragraph (2) of Article 37 of this Law.
- The controller shall compensate the damage to the person subject to the information who is damaged due to the violation of any rule of this Law, unless the controller proves that he is not responsible for the event that gave rise to the damage.

In this context, this clarification text informs you about the processing, protection, transfer of your personal data to third parties when necessary and the rights granted to you within the scope of the Personal Data Protection Law, and requests your explicit consent for the processing of the personal data you have shared/will share with Kıb-Tek in accordance with the Personal Data Protection Law and relevant legislation. we do.

I have read the Information Text regarding the processing of personal data.\*