

OUR SOCIAL COMPLIANCE POLICY

Our Social Compliance Policy includes standards that we have established by working as a team, based on our basic principles and values, together with all our business partners. Our aim is within the ÖZER TOPRAK GIDA PLASTİK ENERJİ İNŞ. TURİZM SAN. TİC. A.Ş. to the ensure that the Social Compliance Policy becomes a corporate culture. For this reason, social compliance standards have been established and started to be implemented. In addition to creating products and services with these social compliance standards, this policy undertakes to give all rights of its employees arising from the standards within the framework of the law, to comply with occupational health and safety rules, to be sensitive to the environment, to establish an open and honest communication, respect and value among employees. This policy is announced to all our employees, our suppliers are informed and our suppliers are evaluated according to these criteria. Based on this policy, concerns and complaints no punitive action is taken against employees who raise their concerns and complaints, and Suggestion, Wish and Complaint boxes are used to express these concerns and concerns. Employees can put all kinds of opinions, requests, complaints and suggestions in the boxes, and these are opened and evaluated by Human Resources, and necessary improvement, corrective and preventive studies are carried out for areas open to improvement.

This policy covers the following components:

- . Child and Forced Labor (Voluntary Work)
- . Child Labor (Minor Employees) and Keeping An Informant
- . Discrimination (Egalitarian Approach) and Keeping An Informant
- . Working Hours and Wages (Wage / Salary)
- . Health and Safety
- . Commitment to Community and Stakeholders
- . Foreign Employees
- . Human Trafficking
- . Rest Days and Holidays
- . Recruitment and Employment
- . Employment Agreement (Employer Agreement)
- . Worker Discipline
- . Assigning informants against bribery and corruption
- . Creating and Maintaining a Fair Working Environment

1. Child and Forced Labor (Voluntary Work)

Our workplace prohibits all forms of forced labor, including prison work, apprenticeships, bonded labor, military or slave labor, and any form of human trafficking.

There is no child labor and practice in our workplace. Due care and attention is paid to this issue.

2. Child Labor (Minor Employees) and Keeping An Informant

Our workplace adheres to the minimum age requirements of applicable laws and regulations. Our workplace prohibits persons under the age of 18 from working in positions that require hazardous work. Our workplace's prohibition on child labor complies with the Labor Law, Occupational Health and Safety Law and other legal regulations and International Labor Organization standards. An informant is secretly appointed by the Chairman of the Board of Directors or the General Manager within the workplace. It is ensured that this person acts on the basis of confidentiality in all matters. The appointed informant immediately notifies the person to whom it is affiliated, when the underage child workers apply for employment or are recruited.

3. Discrimination (Egalitarian Approach) and Keeping An Informant

Our workplace values all its employees and their contributions. It has a deep-rooted commitment to stand against discrimination and ensure equal opportunity. Our workplace; is committed to maintaining places where there is no discrimination or physical or verbal abuse on the basis of race, gender, colour, nationality, or social origin, religion, age, disability, political opinion, or any other value or status protected by applicable law. The selection of personnel for the workplace is made on the basis of qualifications such as vacant position, education, interests, talent, work experience. An informant is secretly appointed by the Chairman of the Board of Directors or the General Manager within the workplace. It is ensured that this person acts on the basis of confidentiality in all matters. If the assigned informant detects any discrimination and harassment, he immediately notifies the person to whom he is bound.

4. Working Hours and Wages (Wage / Salary)

The workplace, its employees; It provides competitive wages according to the industry and the local labor market. Our applications; wage, working hours, overtime and benefits are carried out in full compliance with applicable laws and employment contracts. We offer our employees opportunities to develop their skills and capacities and support these efforts by providing promotion opportunities whenever possible. 24 hours rest and paid leave are given to the personnel working in a time period consisting of 7 consecutive days a week.

5. Health and Safety

The company ensures the creation and maintenance of a safe and healthy workplace environment. The company aims to ensure its continuity by minimizing the risk of employees being exposed to accidents, injuries and all kinds of factors that threaten health, by creating a safe, healthy and productive work environment for its employees. The Company takes care to provide a workplace environment free of violence, harassment, threats and disturbing conditions.

6. Commitment to the Community and Stakeholders

The company commits to establishing bonds with its stakeholders on the basis of goodwill, by listening to their views, gaining knowledge from their views, and taking into account their views. In this context, it determines the employee representatives in accordance with the legal regulations, creates an environment where the employees can discuss their problems with the representatives and allows them to report their problems in writing to the suggestion boxes. Commit to a dialogue with stakeholders on workplace rights and workplace rights issues, where appropriate.

7. Employing Foreign Workers (Employment of Foreign Workers)

For foreign national employees working in the company;

- Employment contracts are drawn up in a language they can understand.
- Original documents cannot be taken from him at the beginning of the job and/or when necessary.
- Under no circumstances can a worker be employed on debt.
- The legal rights of foreign workers to work are protected by the company.

8. Human Trafficking

The company cannot employ illegal workers. If the employee quits the job, the company cannot prevent or delay it, except for any security reason. All information of the employee is protected and kept confidential to the extent specified by law.

9. Rest Days and Holidays

Employees cannot be deprived of rest and vacation days within the framework of their legal rights. Employees who work six days a week are given one day off.

10. Recruitment and Employment

By determining the vacant positions needed by the company management, employment is carried out by the company management in accordance with the laws and within the framework of certain rules (foreign worker, egalitarian approach, leave, wage, vacation, employment contract, etc.).

11. Employment Contract (Employer Contracts)

“Employment Contract and Personnel Regulation” is prepared between the company and the person to be employed, which is in compliance with the workplace and the law and includes the conditions offered to the candidate personnel. Employees who accept to start their duties are signed "Work Contract and Personnel Regulation".

12. Worker Discipline

Disciplinary rules determined by the disciplinary board are applied by the company in order to ensure disciplined work. The company cannot impose a wage deduction sanction in any way to discipline its employees.

13. Assigning Informants Against Bribery and Corruption

An informant is secretly appointed by the Chairman of the Board of Directors or the General Manager within the workplace. It is ensured that this person acts on the basis of confidentiality in all matters. The assigned whistleblower directly reports information about bribery or corruption to the person to whom he is affiliated.

14. Establishing and Maintaining a Fair Working Environment

ÖZER TOPRAK considers the creation and maintenance of a fair working environment for its employees as one of its most important priorities. It is aimed to increase the success, development and loyalty of employees by creating a fair, respectful, healthy and safe working environment that is compatible with all relevant laws and regulations. The following code of practice sets out the basic principles for establishing and maintaining a fair working environment.

GENERAL MANAGER
RAŞİT ÖZKAN ÖZER