

With this policy, it is aimed to define the main topics of Core Suppliers Sustainability policy for Mata Otomotiv. Policy topics are to make understand the basic rules that must be followed and to prevent any conflicts and conflicts of interest that may arise between commercial relation between Mata and its core suppliers.

### **General Principles**

- a. MATA Otomotiv's business ethics rules have been prepared by adhering to universal values and beliefs, taking into consideration the laws and regulations of our country and the countries in which we operate.

Mata Otomotiv and its core suppliers should act in such a way that they do not undermine the credibility of the Company by taking into consideration the fundamental principles contained in this document in all relations and works. Suppliers should act on the basis of care and commitment under the conditions and conditions not covered by these rules. It should avoid any personal behavior and attitude that may harm the image and reputation of the Company or outside the Company.

Suppliers are supposed to maintain that their employees are approached honestly and fairly, providing a non-discriminatory, safe and healthy working environment. Main process for recruitment, promotion, transfer, compensation, rewarding, social rights are presented to all employees fairly. Employees' individual development activities are supported and efforts are to be foreseen to improve themselves. The company practices regarding employment and working life are in compliance with all applicable laws and regulations in force.

- b. Suppliers should provide full occupational health and safety at work and at work. The physical working environment and conditions of the workplace are ensured to be healthy and safe for all employees. Necessary measures are taken for physical safety of employees. Occupational health and safety is the common responsibility of all employees. For this purpose, each employee has responsibilities. Employees must comply with health and safety regulations. He / she knows that he / she should be able to come to work without the influence of alcohol, drugs or stimulants which are considered to be damaging to safe and conscious work.

Child labor \* and Young workers \*\* cannot be employed in any of Mata Otomotiv's Suppliers. The principles and procedures of the working conditions based on this Principe

kare made by taking into account the principles of the definition of young and child labor in the "Regulation on the Procedures and Principles of Employment of Child and Young Workers" prepared by Article 71 of the Labor Law numbered 4857.

*\* Child Labor; who have completed the age of 14- have not completed the age of 15- and have completed their primary education*

*\*\* Young Worker; who have completed the age of 15, but have not completed the age of 18*

- c. Suppliers are supposed to be the ideal institution that provides sustainable growth, creates value-added successful and competent professionals, is the most preferred and the most ideal company to be a part of everyone. The necessary environment for people with beliefs, opinions and opinions to work harmoniously. It is not acceptable to make concessions or compromise in terms of benefits such as gender, religion, language and race. Without discrimination, it offers equal opportunities for all employees and job applicants and offers equal opportunities for employment and development, regardless of their marital status, with a different religion, language, opinion, opinion and equal opportunity.
- d. Besides physical, sexual and emotional immunity of employees, all kinds of immunities are observed. The purpose of this practice is to ensure that employees work in a peaceful work environment where physical, sexual and emotional immunities are protected. Any breach of physical, sexual or emotional harassment by employees in the workplace or any other place of employment is in violation of the law and the code of ethics. Violation of a person's inviolability or the sexual harassment of a person without physical contact or the conduct of any behavior that may be so defined is prohibited. People who complain or report any harassment, or those who are helpful during the investigation, are not tolerated.

If suppliers' employee are exposed to discrimination or physical, sexual or emotional harassment, or if it had been discovered that another employee has been discriminated or harassed, it should be informed to managerial level and the notification is to be kept confidential. The incident is to be urgently questioned and the necessary measures are to be taken immediately. All necessary precautions and practices are to be implemented by Labor Law No. 4857 and Mata ethical rules.

- e. Confidential and proprietary information includes information that may be disadvantageous with respect to Mata Otomotiv's competitiveness, agreements with business partners, trade secrets, financial and other information not yet publicly

disclosed, information on personnel rights and information under third party confidentiality agreements. All information of the Company is confidential and disclosure of such information is prohibited. It shall not disclose directly or indirectly any unauthorized persons or authorities outside the organization, except for the authorities which are legally authorized by law, whether or not it is related to the duty or not. As Mata Otomotiv employees, we take care to protect the confidentiality and private information of our customers, employees and other related persons and organizations. All confidential and sensitive information is regulated by the European law on personal data protection GDPR, prepared separate documentation and rules of application.

Related records, "Confidential Information", including but not limited to the brand, intellectual property, including all kinds of innovation, employees, employees, including found, developed, developed or implemented databases, computer software, printed communication materials, license files , research, marketing and sales information, supplier names and addresses, prices and conditions from suppliers, future requirements plans, workplace reviews and their results, processes, know-how, specifications, advertising, product packaging and label designs, plans (marketing all kinds of written, graphical or machine-readable information, such as product, technical, business strategies, strategic partnerships and information on partners, financial information, personnel data and information, fees and benefits, customer lists, potential and identity of real customers.

This information may not be disclosed or shared to third parties unless required by official authorities and unless required by law.

In the event that information is shared with third parties or companies in the interests of Mata Otomotiv, a confidentiality agreement is signed for the sharing of information in order to guarantee the security and protection of the shared information.

The protection of suppliers and customers' information within the principles of confidentiality is as important as protecting our company's information. It should be noted that the legal rules of confidentiality have not been violated during the acquisition and sharing of the information given to us by third parties.

- f. Company land Conflict of Interest ve may occur when the name and facilities of the Company for our own personal, family, social, material or political interest are used. In addition, employees' behavior and decisions that damage the name or image of the

company is defined as conflict of interest. Even if there is no conflict of interest, creating an impression in this direction may damage the reputation of the individual or the company. Employees should avoid conflict of interest. The personnel cannot use his / her duties and powers in a way that will benefit him / herself, his / her family or the benefit of third parties.

It should make every effort to avoid conflicts of interest in relations with customers. In case of conflicts of interest, customers should be treated fairly and impartially.

Personnel cannot make their personal investments in a way that creates any potential conflicts of interest with their duties and responsibilities in the company.

- g. During activities, we should pay special attention to bribery and corruption. Public servants should not be paid, gifts or services with the intention of affecting their decisions or perceived as such. There are laws in our country that inform public officials that it is forbidden to give or receive any kind of payment or a gift or directly or indirectly to influence a formal transaction or decision, or to retain or retain a job.
- h. Competition laws are an arrangement aimed at securing the free market. Although it is difficult to summarize, these laws and regulations prohibit the cooperation between companies to prevent competition and the functioning of the free market. In order to prevent the occurrence of illegal or irregular agreements and the slightest impression in this respect, our company prohibits.
- i. We must act responsibly to the needs of the society in which we live. It is important for us that life and health are getting better in our country and our environment. The awareness of the environmental problems is approached and the employees are expected to act accordingly. Our activities, environmental and human health, which will have a negative impact on the nature of the issues that will harm and the necessary measures are taken. Our employees should use natural resources and energy resources in the most efficient and economical way.
- j. GHG emissions, energy efficiencies and renewable energy should be considered in higher level; water quality and consumption analysis should be followed regularly. Company should pay attention to related chemical waste and its diminution to ensure air quality and to decrease environmental pollution.

Supply Chain Management  
MATA AUTOMOTIVE A.S.