

## **INFORMATION NOTICE REGARDING THE COLLECTION, PROCESSING, AND DELETION OF PERSONAL DATA UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA (PDPL)**

The purpose of this Privacy Notice is to outline the conditions and terms for the processing and transfer of personal data shared during applications made for various purposes, such as visiting the website <https://www.baykarfenlisesi.com/tr/> owned by Baykar Fen Lisesi, using its content, handling scholarship transactions, communicating with institutions and organizations, addressing equipment and technical matters, or applying for internship programs, in accordance with Law No. 6698 on the Protection of Personal Data ("The Law"). The processing and transfer of personal data will be conducted by the Turkey Technology Team Foundation (Türkiye Teknoloji Takımı Vakfı), in compliance with the provisions set forth in the Law. Personal data is stored by the Turkey Technology Team Foundation through automated or non-automated means, electronically, via the Website, for a specified period. In accordance with the Personal Data Protection Law (PDPL), personal data is processed by the Turkey Technology Team Foundation in its capacity as the data controller, as outlined below:

### **1) PERSONAL DATA TO BE PROCESSED**

The personal data processed in relation to the user's access to the Website and actions performed on the Website are outlined below:

- Name and surname, Turkish ID number, address, occupation, education, marital status, date and place of birth, CV, email address, phone number, gender, vehicle license plate, location data provided upon entry to the Website, IP address – contact information provided for the purpose of obtaining information about the activities of Baykar Fen Lisesi,
- Identity information, educational information, and other details contained in the job and internship application forms.

During the visit to the Website, only first-party session and persistent cookies, which are strictly necessary for the provision of the service, are used.

### **2) PROCESSING OF PERSONAL DATA**

Personal data is collected, either fully or partially through automated or non-automated means, electronically, via the Website, for the period necessary for storage.

Personal data may be processed based on one of the legal grounds specified in Article 5(2) of the Law, namely, (i) if explicitly provided for by law, (ii) if the personal data has been made public by the data subject themselves, (iii) if it is directly related to the establishment or performance of a contract, provided that processing personal data of the parties to the contract is necessary, (iv) if it is mandatory for Baykar Fen Lisesi to fulfill its legal obligation, (v) if processing personal data is necessary for the establishment, exercise, or defense of a legal claim, (vi) if processing personal data is necessary for the legitimate interests pursued by Baykar Fen Lisesi, provided that such processing does not infringe upon the fundamental rights and freedoms of the data subjects, as one of the legal grounds for processing. In the absence of the aforementioned legal grounds, as specified in the Law, the explicit consent of the data

subject, based on informed information in compliance with the legal regulations, is obtained for the storage and sharing of the personal data.

### **3) PURPOSES OF PROCESSING PERSONAL DATA**

Your personal data may be processed in oral, written, or electronic form for the following purposes,

- Within the framework of Articles 4, 5, and 6 of the Law;
- To perform efficiency and/or appropriateness analyses of school activities, to plan and/or execute these activities,
- To ensure that our Human Resources processes and activities are carried out within the established legal framework,
- To plan, monitor, and execute information security processes,
- To establish and manage information technology infrastructure,
- To monitor financial and/or accounting activities,
- For contract management, establishment of legal processes, and tracking of legal procedures,
- To ensure the safety of the school and personnel,
- To process scholarship applications, communicate with institutions and organizations, and handle equipment and technical matters,
- To fully and properly fulfill Baykar Fen Lisesi's contractual and legal obligations,
- To evaluate, respond to, and improve based on suggestions, requests, complaints, and malfunction reports submitted via our Website.

### **4) TRANSFER OF PERSONAL DATA**

Your personal data may be transferred only under the following conditions: In accordance with the relevant legislation we are subject to, including the laws explicitly foreseeing such transfers, where necessary for the establishment or performance of a contract, where required to fulfill legal obligations, or where it is necessary to pursue legitimate interests, or based on the explicit consent of the data subject. Transfers will be carried out in compliance with the security and confidentiality principles specified in the Law, and provided that adequate measures are taken. Personal data may also be transferred to domestic affiliates, both direct and indirect, and to legal entities and individuals with whom we have agreements as part of our activities. This includes transfers to parties involved in the operation of Baykar Fen Lisesi's activities, personnel and relevant units for the enforcement of policies, and service providers, whether individuals or legal entities, who are responsible for ensuring security through confidentiality agreements. Additionally, personal data may be transferred to public institutions or organizations authorized by law to request such data, as well as to other entities and institutions in accordance with the personal data processing conditions and purposes set out by the Law.

### **5) DATA SECURITY**

Baykar Fen Lisesi is obligated to take all necessary technical and administrative measures to prevent the unlawful processing of personal data, to prevent unauthorized

access to personal data, to ensure the preservation of personal data, and to ensure an appropriate level of security.

## **6) RIGHTS OF DATA SUBJECTS**

The data controller, in accordance with Article 10 of the Law, informs the data subject of their rights, provides guidance on how these rights can be exercised, and ensures the necessary internal procedures, administrative, and technical arrangements are in place for their implementation. The data subject, in accordance with Article 11 of the Law, has the right to;

- Learn whether their personal data is being processed,
- Request information if their personal data has been processed,
- Learn the purpose of the processing of their personal data and whether it is being used in accordance with that purpose,
- Know the third parties to whom their personal data is transferred, whether domestically or abroad,
- Request the correction of personal data if it is incomplete or inaccurate,
- Request the deletion or destruction of personal data within the framework of the conditions specified in Article 7 of the Law,
- Request that the processing operations carried out in accordance with Article 11 (d) and (e) of the Law be notified to the third parties to whom the personal data has been transferred,
- Object to the result of the processing of their data by automated systems, which leads to a consequence that is detrimental to the individual,
- Request compensation for damages resulting from the unlawful processing of their personal data.

Requests and applications related to the implementation of the Law may be submitted in writing by completing the application form available on the Website and delivering it in person to the address "Bahçeşehir 1. Kısım Mahallesi Başöğretmen Caddesi Hacı Şöhret Demiröz Fen Lisesi No:1/1 Başakşehir/İSTANBUL," or sent via notary, or transmitted electronically using a secure electronic signature or mobile signature to the registered electronic mail (KEP) address [meb@hs01.kep.tr](mailto:meb@hs01.kep.tr). The following information is required in your requests and applications,

- a) Full name and signature if the application is written,
- b) For Turkish citizens, the Turkish Identification Number; for foreigners, nationality, passport number, or identity number if available,
- c) Address of the residence or workplace for notification purposes,
- d) If available, the email address, telephone, and fax number for notifications,
- e) The subject of the request.

Information and documents related to the request must be attached to the application. The data controller shall resolve the requests made in the application as soon as possible and, in any case, within thirty days free of charge, depending on the nature of the request. However, if the process incurs an additional cost, a

fee may be charged based on the fee structure determined by the Board. In case the request made in the application is accepted, the data controller shall promptly take the necessary actions and inform the data subject. If the request is due to an error on the part of Baykar Fen Lisesi, any fee collected will be refunded to the data subject. In the case of rejection of the request, an insufficient response, or failure to respond to the request within the specified time, the data subject has the right to lodge a complaint with the Board within thirty days from the date they became aware of the response, and in any case, within sixty days from the date of the application. By using the Website, the user declares that they have read all written terms, have been informed about the processing of their personal data, consent to the processing of their personal data within the specified scope and purposes, and agree to it.