

GUEST CLARIFICATION TEXT

Data Controller and Related Person Information

Prepared according to the Law on Protection of Personal Data numbered 6698, **HUMA HEALTH SERVICES Inc. (Crowne Plaza Kayseri)** is the data controller due to the processing of personal data about you, determining the purposes of data processing, setting up and operating the data processing system.

HUMA HEALTH SERVICES INC. (Crowne Plaza Kayseri) the natural persons whose personal data is processed are accepted by the law as the person concerned. According to Article 10, which regulates the Illumination Obligation of the Law, data officers are obliged to inform the natural persons whose personal data they process on matters related to data processing. This text is intended to inform you as the person concerned and includes the rights and obligations of the person concerned (the data owner) and the data controller.

Data Controller

Name Surname / Title: HUMA HEALTH SERVICES INC. (Crowne Plaza Kayseri)

Address: Selimiye Mah. Osman Kavuncu Bulv. No:425 Melikgazi / Kayseri

Phone: 0352 315 0000

E-mail: info@cpkayseri.com.tr

Personal Data Processing Purposes and Processed Data

To provide company security for visitors, employee candidates, employees, suppliers and customers, to ensure the security of the entrances to the private areas of the company, to ensure the security of the exits, for the purposes of providing internal authorizations and fulfilling other relevant legislation, your personal data mentioned below are processed. Personal data are collected in all oral, written or electronic media for the purposes specified in this lighting text.

Personal data for our visitors, employee candidates, employees, suppliers and customers,

- Clearly foresight in the law
- Provided that it does not harm the fundamental rights and freedoms of the person concerned, it is processed on the basis of legal reasons that data processing is mandatory for the legitimate interests of the data controller.

The data processed for visitors, employee candidates, employees, suppliers and customers are the personal data in the following categories.

Which Data Processed?

The data which will be processed during your stay is mentioned below by the type and title:

Identity: Name and family name, mother's-father's name, gender, title, place of birth, nationality, ID/Passport copy, Turkish Citizenship number/Passport number

Communication: Home address, work address, telephone number, mobile number, e-mail address, other data etc.

Registration Process: Check In/ Check Out dates, dietary preferences, purchased products and services, room number, service preferences, telephone logs, telephone messages, guest reviews.

Physical Property Security: CCTV backup recordings.

Data Protection: IP address, internet log in / log out information.

Financial: Credit and/or debit card number, bank account information, invoice details

Audio – Visual Recordings: Photograph, video

Other: Family member data (including children), loyalty card data, car registration number, firearms deposit data, lost property data.

Processed Personal Data Acquisition Method

Your processed personal data is received from you and third parties via written, oral, visual registration system and e-mail.

Personal Data Transfer and Purposes

Your personal data KVKK 8. Within the framework of the article, if requested, it can be transferred to the relevant authorities without lighting obligation and without seeking your explicit consent.

Personal data processed; if required by law dispute resolution or legislation, it can be transferred to the judicial authorities or the relevant law enforcement or administrative authorities within the purposes and limitations prescribed in the law.

Data Responsible Rights and Obligations

As data controller, processing personal data in accordance with 6698 KVKK and other relevant laws, preventing the processing and access of personal data in violation of law, and, they have rights and obligations to take adequate security measures in line with technical and elephant opportunities for the safe processing and protection of personal data.

We undertake to keep Personal Data confidential, to take all technical and administrative measures necessary for the provision and security of confidentiality and to take due care. Protection of Personal Data is an important issue for our Company. Any technical and administrative measures necessary to protect against unauthorized access to Personal Data or loss, misuse, disclosure, alteration or destruction of such information are taken. It uses generally accepted security technology standards when processing personal data. Although we take the necessary information security measures, in case of damage to the website of our company and attacks on our data processing systems, Personal Data is damaged by ' or fall into the hands of third parties, we will immediately notify you and the Personal Data Protection Board and take the necessary measures.

In the event of a minimum of the following points, personal and private personal data may be processed for the purposes specified, even if express consent is not obtained, as referred to in Article 5 and 6 of the KVKK.

- Clearly foresight in relevant laws.
- Data processing is mandatory for the establishment, exercise or protection of a right.
- The processing of personal data belonging to the parties of the contract is necessary, provided that it is directly related to the establishment or performance of a contract.
- Compulsory for the data controller to fulfill its legal obligation.
- The person concerned (the data owner) has been publicized by him or her.
- The fact that the person who is unable to disclose his consent due to the actual impossibility or whose consent is not granted legal validity is mandatory for the protection of the life or body integrity of himself or another person.
- Data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the person concerned.
- Private personal data other than data relating to health and sexual life (people's race, ethnicity, political thought, philosophical belief, religion, sect or other beliefs, dress, association, association, law stipulation of the processing in terms of foundation or union membership, criminal conviction and data on security measures and biometric and genetic data).

Data Owner Rights and Liabilities

Data subject 6698 of Law 11. It has the rights written in the article.

- a) Learning whether personal data is processed or not,
- b) Request information about this if the personal data has been processed,
- c) To learn the purpose of processing personal data and whether it is used in accordance with its purpose, and,
- c) To know third parties to whom personal data is transferred at home or abroad, and,
- d) Request correction of personal data if it is incomplete or incorrectly processed,
- e) Request the deletion or destruction of personal data within the framework of the conditions stipulated in Article 7,
- f) To request that transactions made pursuant to paragraphs (d) and (e) be notified to third parties to whom personal data is transferred, and,
- g) To object to the emergence of a result against the person himself by analyzing the processed data exclusively through automated systems, and,
- h) Request the removal of damage in case of damage due to unlawful processing of personal data,

Demand and Application

The application form to exercise all your rights mentioned above and the text containing your explanations for the right you wish to use,

- Selimiye Mah. Osman Kavuncu Blv's. No:425 Melikgazi /Kayseri in the form of a wet signed copy and you can forward your identity with identifying documents or forward them to info@cpkayseri.com.tr email address.
- After your request reaches us, you will be informed within 30 days by returning from the channels mentioned here.

Within the scope of the new regulations to be introduced by the Personal Data Protection Authority, we reserve the right to make changes to the lighting text according to all future developments.

Disclosure Obligation

With the receipt of notification of this text, the obligation to enlighten you has been fulfilled within the scope of the Personal Data Protection Law numbered 6698.

The number 6698 under the Personal Data Protection Act, the information specified in this lighting text for the processing of my personal data mentioned above applies to all visitors, employees, suppliers and customers.