

## **Procedure For Combating**

### **Domestic Violence**

#### **1. PURPOSE**

This Procedure has been established by Aydem Holding and its affiliated group companies (hereinafter referred to as "Aydem Energy") in order to raise awareness about Domestic Violence with our zero-tolerance approach and to provide a business environment where our employees who are exposed to domestic violence can talk in confidence and confidentiality, receive support and help, are egalitarian, safe and show our zero-tolerance approach to all forms of violence.

We believe that domestic violence and abuse is a fundamental problem of equality and a violation of human rights. In this regard, we prepare an environment for our employees who are exposed to domestic abuse against all forms of violence, which is always egalitarian, where they can share in privacy, offer support and assistance.

#### **2. SCOPE**

This procedure has been prepared in an inclusive manner for all employees within Aydem Energy, regardless of gender, in order to combat domestic violence.

This document, which includes the methods and practices to be followed in cases of domestic violence, covers Aydem Energy group companies, production sites and affiliates; it is also a guide for subcontractors, suppliers and third parties.

Persons who are not members of Aydem Enerji are accepted within the scope of this procedure if the person who uses violence is a member of Aydem Enerji.

#### **3. RESPONSIBILITY**

**Aydem Equal Life Team:** It is responsible for creating and updating the procedure with the Human Resources Group Directorate. It is responsible for designing the necessary projects to raise awareness within the company, cooperating with the relevant units and putting them into action.

**Human Resources Group Directorate:** It is responsible for the implementation and supervision of the policies and rules in the procedure within the company together with the Company Human Resources, Audit and Legal units and for creating a reliable working environment for the employees and for the operation of disciplinary processes when necessary.

**Internal Audit and Control Group Directorate:** It is responsible for evaluating the notifications received from the company and external channels that are not Aydem Enerji employees on the basis of confidentiality and transferring them to the Human Resources, Domestic Violence