

## **WORKING CONDITIONS AND HUMAN RIGHTS POLICY**

### **1. PURPOSE**

The purpose of the Human Rights Policy is to reflect the principles adopted by Opsan regarding human rights; To create a guiding guide for its employees and business partners.

This policy; It has been prepared on the basis of the Universal Declaration of Human Rights, the United Nations (UN) Global Compact, the UN Convention on the Rights of the Child, Core ILO Conventions, the UN Guiding Principles on Business and Human Rights and national laws.

### **2. SCOPE**

This policy is valid for all institutions and organizations with which it establishes business relationships ("business partners"). Opsan encourages its business partners to implement the principles stated in this policy and adopt similar policies.

### **3. RESPONSIBILITIES**

Opsan Senior Management and Human Culture and Strategy Manager are responsible for the implementation of this policy.

Opsan Executive Board is responsible for the top oversight of the determination and operation of notification, review and sanction mechanisms in case of non-compliance with the rules and regulations in the Human Rights Policy.

### **4. POLICY**

Opsan conducts its operations by respecting human rights in all workplaces where it operates.

The company works to provide a work environment that complies with international standards and respects human rights, where employees can improve themselves, express their ideas freely and not be exposed to discrimination.

#### **4.1 Principles, Commitments and Related Practices**

##### **4.1.1 Respect and Compliance with Human Rights**

Opsan bases all its relationships on mutual respect; It works to comply with human rights in its relations with its employees, customers, business partners, competitors and the communities in which it operates, to encourage them to be sensitive on this issue and to prevent human rights violations.

##### **4.1.2 Equal Opportunity, Diversity and Inclusion**

A working environment is offered where employees feel fully included, regardless of their differences, and where they respect each other's rights and dignity in all their actions.

Recruitment, placement, career development, training, compensation and promotion decisions; It is carried out based on the employee's qualifications, performance, skills and experience. Cultural diversity and equality of opportunity are encouraged in this system, where performance and contribution to corporate success are appreciated. Diversity in the workforce is essential for the company to achieve its goals. For this reason, efforts are made to attract, develop and retain talents with different backgrounds and experiences, who respect differences, who are open-minded and tolerant, to Opsan.

#### **4.1.3 Discrimination**

Everyone working at Opsan equally benefits from legally recognized rights and freedoms. In parallel with the Diversity and Inclusion Policy at Opsan, age, gender, race, color, language, religion, philosophical and political opinion, ethnicity, economic status, sexual orientation, health condition, disability, appearance, clothing and life No discrimination can be made in terms of style. Discriminatory behavior, actions or retaliation of any kind will not be tolerated.

#### **4.1.4 Right to Collective Bargaining and Freedom of Association**

Employees' right to collective bargaining and freedom of association are respected.

#### **4.1.5 Freedom of Expression**

It adopts as a principle to prevent any situation that would hinder employees' exercise of their right to freedom of expression in the work environment, and provides the necessary tools and environments for employees to express themselves freely.

#### **4.1.6 Occupational Health and Safety**

Protecting the health and safety of employees and visitors or business partners who are in Opsan workplaces and/or work areas for any reason is among Opsan's important priorities. For this reason, company management tries to ensure the highest safety standards to prevent possible dangers in workplaces.

In order to create a safe and healthy workplace, it is essential to comply with the applicable occupational health and safety legislation and internal requirements. Opsan works to provide and maintain a healthy and productive workplace environment by regularly identifying and solving risks that may cause accidents, injuries and health problems in the Occupational Health and Safety Board.

#### **4.1.7 Forced Labor**

Employees are not allowed to be employed without their consent. No employee is put under pressure in any matter, and all employees are employed in suitable positions with their own consent under equal conditions.

#### **4.1.8 Child Labor**

In accordance with the principle of not employing child labor as set out in the International Labor Organization's Declaration of Fundamental Principles and Rights at Work, Opsan does not employ child labor.

#### **4.1.9 Violence and ill-treatment**

Opsan is committed to providing a safe work environment for all its employees and treats them respectfully and in a way that does not harm human dignity. Employees must not engage in physical or psychological violence or ill-treatment against anyone, regardless of the reason, and must not tolerate such behavior by others. Threats of violence or ill-treatment or intimidating fear, even if not taking action

#### **4.1.10 Working Hours, Wages and Personnel Rights**

Opsan conducts its operations in compliance with applicable laws regarding wages, working hours, overtime and fringe benefits. It aims to prevent overtime by carrying out studies to increase the

productivity of employees during working hours, and supports the maintenance of work and private life balance.

Opsan encourages the creation of a productive and motivating work environment that constantly supports development in the workplace, personal development opportunities, training investments, recognition and reward programs that support success, exemplary behavior, innovation and creativity.