

# QUALITY POLICY

## BBS INFORMATION SECURITY POLICY

Document No  
KP-002

Revision No  
02

Revision Date  
21.07.2017

Bilgi Birikim Sistemleri Bilişim Teknolojileri A.Ş. (BBS), located at Yeni Sahra Mahallesi, Fatih Caddesi No:8, ATAŞEHİR-İSTANBUL, operates in the information technology sector.

The management of BBS is committed to protecting the confidentiality, integrity, and availability of all physical and electronic information assets across the organization to maintain its competitive edge, profitability, legal compliance, and commercial image.

Information and information security requirements will align with corporate objectives, and the Information Security Management System (ISMS) will be a mechanism to reduce information-related risks to acceptable levels and to facilitate information sharing.

BBS's existing strategic business plan and risk management framework fulfill the function of identifying, assessing, and controlling relevant risks to establish and maintain the ISMS. The risk assessment, statement of applicability, and risk treatment plan outline how information-related risks are controlled.

The Information Security Manager and IT Manager are responsible for managing and maintaining the risk treatment plan. Additional risk assessments may be conducted, if necessary, to identify appropriate controls for specific risks.

Specifically, business continuity and contingency plans, data backup procedures, virus and hacker prevention, access control systems, and information security breach notification are fundamental to this policy.

All BBS employees and certain external parties defined within the ISMS are expected to comply with this policy and the ISMS that implements it. All personnel will receive appropriate training.

The ISMS is subject to continuous and systematic evaluation and improvement.

To support the ISMS framework and periodically review the security policy, BBS has established an information security committee led by senior management and involving the Information Security Manager and other managers.

This policy will be reviewed at least annually to respond to changes in risk assessment or the risk treatment plan.

Bekir Alp Sayın

General Manager