

Yapı ve Kredi Bankası A. Ş. Occupational Health and Safety Policy

This policy serves as guide that describes Occupational health and safety applications of Yapı ve Kredi Bankası A.Ş. ("Bank").

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It has been prepared by Yapı ve Kredi Bankası A.Ş. Human Resources and Organization / Corporate HR / HR Operations / "Occupational Health and Safety Unit" and approved by Yapı ve Kredi Bankası A. Ş. Board of Directors.

TABLE OF CONTENTS

1. Objective.....	3
2. Introduction	3
2.1. Scope.....	3
2.2. Basic Principles of Occupational Health and Safety Policy	3
3. Duties and Responsibilities.....	4
3.1. Human Resources and Organization	4
3.2. Board of Directors	5
4. Occupational Health and Safety Applications.....	5
4.1. Training and Informing.....	5
4.2. Health Monitoring.....	5
4.3. Risk Analysis and Assessment	5
4.4. Emergency Situation Plan.....	5
4.5. Work Accident and Occupational Disease.....	6
5. Update and Review.....	6
6. Execution	6

1. Objective

This document aims to establish, penetrate Occupational Health and Safety culture in Yapı Kredi Bank and to determine the principles, rules and commitments regarding occupational health and safety.

Employees are obliged to comply with this policy, applicable Occupational Health and Safety Law and secondary regulations related with the execution of this law and all other regulations.

2. Introduction

2.1. Scope

This policy covers all employees, subcontractors, visitors and customers and all activities of Yapı ve Kredi Bankası A.Ş. and its subsidiaries.

2.2. Basic Principles of Occupational Health and Safety Policy

Principles determined by the Bank in order to establish the occupational health and safety culture, to prevent and take necessary measures regarding occupational accidents and illnesses and to create a safe working environment are listed as follows:

- To take any and all precautions, to provide tools and protective personal equipment and make the personnel use them as required according to the applicable health and safety regulations and related standards and terms for the health and safety of our employees, subcontractors, visitors and customers and our personnel assigned outside of the work place ,
- To predetermine and prevent or lower to an acceptable risk level by effective risk assessment, the possible accident risks, unsafe situations and actions that might cause occupational accidents and illnesses with the participations of the employees,
- To maintain the health and safety of employees, visitors, subcontractors at all levels by determining the risks that may cause occupational accidents and illnesses in the workplace, to reduce any tangible and intangible damages of themselves and their families that may arise in future,
- To raise the consciousness of employees about occupational health and safety, to ensure the establishment of occupational health and safety culture and to integrate this into their life styles,
- To ensure that subcontractors providing service in the workplace, the visitors and thee customers shall comply with the rules regarding occupational health and safety according to the current regulations and the standards of our Bank,

- To turn the Bank into an exemplary company by its affiliated institutions, associations and customers in terms of occupational health and safety applications,
- To improve our OHS performance by using the best available technologies,
- To predetermine the risks with a proactive approach with the participation of the employees, to monitor, measure and constantly improve occupational health and safety performance.
- To record and report the occupational accidents and illnesses that may be encountered.
- To monitor whether occupational health and safety measures are followed and to enable elimination of nonconformities.
- To take employees' sights and enable their contribution
- We are committed to complying with Koç Holding OHS standards

3. Duties and Responsibilities

3.1. Human Resources and Organization

Work place health and safety activities are organized and executed by Human Resources and Organization/HR Operations /Workplace Health and Safety Unit.

Workplace Health and Safety Unit is responsible for the execution of the activities specified below:

- To follow the regulations and update the Policy documentation once a year by reviewing when necessary
- To ensure compliance with legal obligations, group policies and procedures
- To provide training and their follow up of the current and recently employed personnel in 2 periods
- To perform risk assessments
- To form emergency plans
- To form instructions and procedures regarding occupational health and safety.
- To perform site monitoring periodically
- To perform recruitment and periodic health controls of the current and recently employed personnel

- To coordinate and follow up the activities of employees located in the headquarters and in other units
- To maintain the coordination between the bank's other managements and suppliers

3.2. Board of Directors

Board of Directors is responsible for the performance of Occupational health and safety policy.

4. Occupational Health and Safety Applications

4.1. Training and Informing

Various bank personnel oriented training, informative, etc. activities are performed by using methods determined according to the legal regulations regarding Occupational health and safety.

4.2. Health Monitoring

Recruitment and periodic examinations of the personnel in Bank locations with 50 or more personnel are performed by assigned workplace physicians, and in locations with less than 50 personnel, the personnel are asked to provide a health report in recruitments.

4.3. Risk Analysis and Assessment

In locations with 50 or more personnel, risk assessment teams are formed under the leadership of assigned occupational health experts and workplace physicians for risk analysis and assessments.

In locations with less than 50 personnel, risk analysis and assessments are performed by common health and safety units authorized by the Ministry of Labor and Social Security.

4.4. Emergency Situation Plan

Emergency plans, which work and operations including actions to be taken and information to be performed in emergencies that might occur in our Bank, are prepared by workplace physician and occupational health and safety experts in our locations with 50 or more personnel.

In our locations with 50 or less personnel, the emergency plan is prepared by occupational health and safety experts of the contractor company.

4.5. Work Accident and Occupational Disease

The health and safety of our employees is at the top of our strategic priorities. The common and only goal of all employees and departments related to occupational safety in the Bank is zero work accident and zero occupational disease.

5. Update and Review

In case of amendments in the policies, legal regulations and inappropriate situations or requirement for improvement, the plan is immediately, or once a year under normal conditions, submitted to the Board of Directors after the review of Human Resources and Organization, Occupational Health and Safety unit.

6. Execution

This policy is executed and approved by Yapı ve Kredi Bankası A. Ş. Board of Directors.