



SOCIAL COMPLIANCE POLICY

Document Number :	OB-SUP.01
Revision Number :	00
Revision Date :	00
Release date :	05.01.2023
Page Number:	1/4

MCL Bentonit Mining Logistics Ind. Trade Co. Ltd., as part of our commitment to social compliance, has established a Social Compliance Policy that encompasses the fundamental principles and values we share with all our business partners. Our goal is to integrate the Social Compliance Policy into the corporate culture of our business. To achieve this, social compliance standards have been developed and implemented. In addition to creating products and services, this policy commits to providing employees with all rights arising from standards within the framework of laws, complying with occupational health and safety rules, being environmentally conscious, and creating a workplace environment where open and honest communication, respect, and value are maintained. The Social Compliance Policy is communicated to all employees through training sessions or communication channels (bulletin boards, websites, email groups, etc.), and information is provided to our suppliers, who are also evaluated based on these criteria.

Within the scope of this policy, no sanctions or punitive actions are taken against employees who express concerns, worries, or complaints, and suggestion, wish, and complaint boxes created for expressing these concerns are utilized. Employees can openly declare their opinions, requests, complaints, and suggestions through these boxes, and they are evaluated by the Top Management for necessary improvements in areas that need enhancement.

The Social Compliance Policy covers the following components:

- Forced Labor (Voluntary Work):** Our company cannot impose compulsory work on any employee. Working principles in our company are based on voluntariness. The company cannot prevent or postpone an employee from leaving their job unless there is a safety reason.
- Child Labor (Underage Workers):** Under no circumstances does our company accept child labor. The minimum age determined by national and international laws is considered, except in mandatory cases such as internships.
- Discrimination (Equal Approach):** Our company values all employees and their contributions. It is committed to standing against discrimination and ensuring equal opportunities. The management is determined to maintain the organization as one that does not tolerate discrimination or physical or verbal harassment based on race, gender, color, nationality, social origin, religion, age, disability, political opinion, or any other status protected by existing laws. Employee selection for our company is based on minimum qualifications such as skills, interests, talents, and work experience.



SOCIAL COMPLIANCE POLICY

Document Number :	0B-SUP.01
Revision Number :	00
Revision Date :	00
Release date :	05.01.2023
Page Number:	1/4

- Ethical Business Conduct:** Our company does not tolerate corruption, fraud, embezzlement, or bribery in any form.
- Working Hours and Wages (Salary/Wage):** Our company provides competitive wages to employees based on sectoral and local labor market conditions. Our practices regarding wages, working hours, overtime, and additional payments comply fully with existing legal regulations and employment contracts.
- Health and Safety:** Our company ensures the establishment and preservation of a safe and healthy workplace environment. The company aims to minimize the risks of employees being exposed to any factors that threaten accidents, injuries, or health. The workplace strives to be free from violence, harassment, threats, abuse, and disturbing conditions. All occupational health and safety rules regulated by legislation are applied in our company.
- Commitment to Society and Stakeholders:** Our company commits to building relationships in good faith with its stakeholders, listening to their opinions, gaining information from their views, and taking their opinions into account. Representatives are designated in compliance with legal regulations, providing employees with the opportunity to discuss their problems with these representatives and submit their views, suggestions, and complaints in writing.
- Employment of Foreign Workers (Employment of Foreign Workers):** In our company, employment contracts for foreign workers employed/ to be employed are prepared in the language that they understand, in accordance with our laws. From entry to exit, all personnel procedures are carried out in compliance with existing legal regulations. Workers cannot be employed by force under any circumstances. The legal rights of foreign workers are protected by our company, and our company does not employ illegal workers.
- Rest Days and Holidays:** Our employees are not deprived of rest and vacation days within the framework of their legal rights. Due to the shift system implemented in production facilities, employees work 6 days a week for 8 hours each in 3 shifts. If work is performed on the 7th day (Sunday), it is compensated with overtime pay. If there is no work, the 7th day (Sunday) is considered a day off for employees.

For administrative office staff, a 5-day workweek of 8 hours each is planned. The 6th day (Saturday) is planned as a half-day.

- Recruitment and Employment:** Positions required by our company's management are identified, and employment is carried out by the company management in compliance with legal and specific rules (equal approach, leave, salary, vacation, employment contract, etc.).
- Employment Contract (Employer Contracts):** A "Indefinite Term Employment Contract" is prepared between our company and the person to be employed, which includes the conditions offered to the candidate personnel in line with the workplace and legal requirements. The



SOCIAL COMPLIANCE POLICY

Document Number :	0B-SUP.01
Revision Number :	00
Revision Date :	00
Release date :	05.01.2023
Page Number:	1/4

personnel accepting the position are required to sign the "Indefinite Term Employment Contract and Overtime Consent Form." A copy of the employment contract is given to the employee in exchange for their signature, and orientation training is provided to the relevant personnel, covering all the rules and regulations required by our company and the job.