

COOKIE POLICY

1. PURPOSE

The purpose of this policy is to explain how cookies are used to improve the experience of users on the Company's website, which information is collected through cookies, how such information is processed, and how users can manage their cookie preferences. In addition, it aims to ensure transparency in the use of cookies, ensure full compliance with legal regulations, and protect users' privacy rights.

2. SCOPE

This policy covers the cookies used on the Company's website, mobile applications, and all digital platforms. Cookies are used to improve the efficiency of the services provided on the Company's website and to enhance the user experience.

3. DEFINITIONS

ISMS	: Information Security Management System
QMS	: Quality Management System
Company	: Everhub Bilişim Teknolojileri LTD.ŞTİ.
MS	: Management System
Cookie	: Small data files stored on users' computers or mobile devices during their interaction with the website.

4. RELATED DOCUMENTS / REFERENCES

- TS EN ISO 27001 Information Security Management System Standard
- TS EN ISO 9001 Quality Management System Standard
- Master Document List L.01
- PRO.02_Work Discipline and Conduct Procedure

5. APPLICATION

5.1. Types of Cookies

Type of Cookies	Description
Necessary	These cookies are essential for the core functionalities of the website. Without them, the website cannot function properly.
Performance Cookies	These cookies collect anonymous data on how visitors use the website, which allows us to analyze and improve user experience and site performance
Functionality Cookies	These cookies remember user preferences (language, region selection, etc.) and provide a more personalized experience.

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Type of Cookies	Description
Targeting / Advertising Cookies	These cookies are used to present content and advertisements that are relevant to the user's interests. These cookies are only activated upon explicit user consent.

5.2. Cookie Policy

- The types of cookies defined above are used on our website to improve the user experience and deliver services more effectively.
- Except for necessary cookies, user consent is obtained for all other cookies.
- Performance, functionality, and targeting cookies are activated only with user consent.
- Users can change their preferences at any time through the cookie notification banner or via the cookie management tool.

5.2.1. Management and Control of Cookies

- Users can control the use of cookies via their browser settings or disable cookies through the methods described below.
- It is possible to reject all cookies or delete specific cookies through browser settings.
- Popular browsers (Chrome, Firefox, Safari, Edge, etc.) provide detailed instructions in their help menus regarding cookie management.
- If cookies are rejected, some features of the website may not function partially or completely.

5.2.2. Third-Party Service Providers

- Some cookies used on our website may be placed by third-party service providers such as Google Analytics, Meta Pixel, etc.
- These service providers may use cookies to analyze how users interact with the website and to deliver personalized content.
- These cookies are also used only with user consent.

5.2.3. Data Security and Privacy

- The collected data is used solely for the relevant purposes and is never sold or shared with third parties without permission
- Full compliance with the KVKK, GDPR, and other applicable legislation is ensured in the processing of personal data.
- Users may contact compliance@everhub.com.tr for detailed information on the data collected via cookies, to exercise their rights, or to file a complaint.

6. VIOLATION OF POLICY AND SANCTIONS

In case of a violation of this policy, one or more of the following sanctions may be imposed pursuant to the Work Discipline and Conduct Procedure: warning, reprimand, salary deduction, notification to legal authorities, or termination of the contract.

7. REVIEW, PUBLICATION, AUDIT, AND REPORTING

Changes in regulations or information security practices require the review of this policy. The reviewed and updated policy is approved by the General Manager. Once approved, it is published in the "ISMS" folder located on the common file server accessible to all employees of the institution.

This procedure is audited at least once a year under the responsibility of the Quality Management Representative within the scope of providing services with a security-oriented approach.

Document Revision Information		
Change Made	Date	Revision No
Creation of Cookie Policy Document	26.05.2025	01.0