

OCCUPATIONAL HEALTH AND SAFETY POLICY

1. PURPOSE

The purpose of the Occupational Health and Safety Policy of SUB IQ YAZILIM ÇÖZÜMLERİ TİCARET LİMİTED ŞİRKETİ (SUB IQ) is to protect the health of our employees, suppliers, and group companies; to prevent workplace accidents; to identify and take measures against occupational health and safety risks; to provide our employees with a healthy and safe working environment; and to monitor and oversee these processes.

2. SCOPE

Full compliance with this Occupational Health and Safety Policy is expected from our employees, suppliers, group companies, and business partners. In all areas of our operations, attitudes and behaviors that may endanger health and safety must be avoided, and all necessary safety measures must be strictly implemented.

This policy is an integral part of the following SUB IQ policies and frameworks:

- Responsible Procurement and Supply Chain Policy
- Business Continuity Plan
- Ethics, Compliance, and Disclosure Policy and other relevant internal policies.

3. OUR OCCUPATIONAL HEALTH AND SAFETY PRINCIPLES

3.1 Compliance with Laws and Regulations

All our business processes are carried out in compliance with applicable laws and regulations. All employees receive occupational health and safety (OHS) training upon hiring and are required to pass an OHS exam. Employees who do not pass are retrained and may not engage in business processes until they successfully complete the training.

3.2 Risk Assessments, Control, and Prevention

We regularly analyze risks related to occupational health and safety and implement preventive measures accordingly. All machines used in our production areas undergo scheduled maintenance and testing. We provide employees with all necessary safety equipment. We conduct foresight studies and emergency drills to minimize workplace accidents—our primary goal is to reduce such incidents to zero.

3.3 Employee Health and Safety

We make efforts to protect employee health through private health insurance. Our company physician and private health screenings allow us to monitor employee well-being on a regular basis.

All employees are informed about the safety features of the machines they use and are trained on necessary precautions. We provide all safety equipment completely and without compromise.

3.4 Training and Awareness

We provide machine-specific training to employees. When new or updated equipment is introduced, additional training is delivered by field experts. Special trainings such as “Clean Room” protocols are offered for high-sensitivity areas to ensure both employee safety and product quality.

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With the help of our camera systems, we monitor whether employees are using the required equipment. Periodic trainings related to occupational health and safety are organized to support the development of our employees' knowledge and awareness.

3.5 Incident Reporting and Investigation

Employees must report any problems encountered in the workplace directly to their immediate supervisor. Work should not continue until the issue is resolved. Reported issues are addressed by our designated personnel, and if necessary, external experts are consulted promptly.

Suppliers, group companies, business partners, and third parties are expected to report any occupational health and safety violations in our areas of operation directly to our company. They may contact company management or our occupational safety specialist directly, or report via our Ethics Line (ethics@subiq.com.tr).

3.6 Collaboration

We support and aim to improve occupational health and safety practices. Accordingly, we are open to cooperating with individuals, public institutions, NGOs, and other stakeholders to carry out activities that will help create healthier and safer workplaces.

4. RESPONSIBILITIES

All employees, suppliers, group companies, and business partners are responsible for complying with our Occupational Health and Safety Policy.

Our Board of Directors is responsible for organizing OHS trainings for employees and suppliers, which are delivered by our certified occupational safety specialist.

The implementation, control, audit, and updates of this policy are overseen by the Board of Directors. Internal audits and supplier evaluations may be conducted by our assigned sustainability expert or third-party institutions on behalf of our company.

Date: 01.01.2025

Chairman of the Board, SUB IQ: Yusuf Yiğit AKKUŞ



Signature: