**FENERBAHÇE UNIVERSITY**

**INFORMATION NOTICE REGARDING THE PROCESSING OF VISITORS' PERSONAL DATA**

During your visit, we process certain personal data of our visitors. The processing procedure of personal data and the rights of our visitors are specified in this information notice.

**IDENTITY OF THE DATA CONTROLLER**

**FENERBAHÇE ÜNİVERSİTESİ ("University")** acts as the data controller.

**THE PROCESSED PERSONAL DATA, PURPOSE OF PROCESSING PERSONAL DATA, AND LEGAL BASIS**

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| Processed Personal Data | Purpose of Processing Personal Data | Legal Basis |
| Credentials  (Name,Surname) | Establishing visitor logs  Ensuring workplace security  Managing requests and complaints  Providing information to authorized public institutions and organizations upon request  Conducting emergency management processes | The necessity of processing data for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject. |
| Contact Information  (Phone number) |
| Risk Management Information  (Access Log Records) | To comply with the requirements of Law No. 5651 |
| Process Security Information  (IP Adress) | To comply with the requirements of Law No. 5651 |

**TO WHOM AND FOR WHAT PURPOSE THE PROCESSED PERSONAL DATA WILL BE TRANSFERRED**

Your personal data processed for the purposes listed above and within the framework of the conditions set forth in Articles 8 and 9 of the KVKK will be transferred to:

• Authorized and relevant public institutions and organizations, including law enforcement authorities, in accordance with their requests and legal regulations,

• Supervisory and regulatory public institutions and authorities, security and intelligence agencies, judicial authorities, and law enforcement organizations, in relation to investigations and administrative and legal proceedings,

• Relevant healthcare institutions for the management of emergency situations.

**METHOD OF PERSONAL DATA COLLECTION**

Personal data of our visitors is collected through face-to-face interactions with visitors.

**RIGHTS OF THE DATA SUBJECTS AS STATED IN ARTICLE 11**

In accordance with Article 11 of Law No. 6698, every data subject has the right to apply to our university in accordance with the Principles and Procedures Regarding Application to the Data Controller,

a) To learn whether personal data is processed or not,

b) To request information if personal data has been processed,

c) To learn the purpose of processing personal data and whether they are used in accordance with their purpose,

ç) To know the third parties to whom personal data are transferred, domestically or abroad,

d) To request correction of personal data if it is incomplete or incorrectly processed,

e) To request deletion or destruction of personal data within the framework of the conditions specified in Article 7 of the KVKK,

f) To request notification of the operations performed pursuant to subparagraphs (d) and (e) to third parties to whom personal data are transferred,

g) To object to the occurrence of a result against himself/herself by exclusively analyzing the processed data through automated systems,

ğ) In case of suffering damage due to the unlawful processing of personal data, to request compensation for the damage.

The requests of the data subject will be evaluated and decided free of charge within the shortest time possible and in any case, within thirty (30) days at the latest. If the evaluation and decision-making process requires an additional cost, the fee specified by the Personal Data Protection Board will be considered.