HUMAN RESOURCES POLICY

At SAYTEK, we recognize human resources as our most valuable asset and a cornerstone of our sustainable success. Our Human Resources Policy is designed in alignment with our organization's mission, vision, and strategic goals, fostering an environment where our employees can maximize their potential. Our approach to human resources goes beyond increasing workforce efficiency; we also aim to support the personal and professional development of our employees.

Accordingly, we are committed to supporting each member of our workforce in their career journey, investing in their development, and creating a work environment that best reflects our corporate culture. Our Human Resources Policy is not only performance-oriented but also prioritizes work-life balance, preparing our employees for long-term success through a holistic management approach.

Core Principles of Our Human Resources Policy

1. **Skills Development and Competency Enhancement:**
   At SAYTEK, we foster a continuous learning and development culture to enhance our employees' skills and competencies. We encourage them to discover and continuously develop their potential. Our training and development opportunities are structured in line with our company's strategic objectives to ensure the most effective support for individual growth.
2. **Career Development and Advancement Opportunities:**
   We do not view our employees merely as a workforce; we also prioritize their career development. Through internal rotations, promotion opportunities, and career planning processes, we enable our employees to achieve both their personal and professional goals. This approach establishes a sustainable growth model that aligns with both company objectives and long-term employee development.
3. **Recognition and Rewarding of Success:**
   Recognizing and rewarding employee achievements is a key factor in boosting motivation and enhancing performance. At SAYTEK, we acknowledge, appreciate, and reward the efforts and accomplishments of our employees. Our recognition-based approach fosters greater responsibility and commitment to company goals.
4. **Digitalization and New Work Models:**
   Acknowledging the increasing role of technology in the business world, we accelerate our digital transformation processes. We continuously enhance our work methods to align with the demands of the digital era, striving for efficiency and agility. Our digitalization strategy aims to improve our employees' digital competencies and facilitate their adaptation to modern work methods.
5. **Open Communication and Participatory Management:**
   At SAYTEK, we are committed to fostering transparent and open communication with all stakeholders. We value employee feedback and actively involve them in decision-making processes, promoting a participatory management approach. This not only fosters a trust-based work environment but also encourages employees to play an active role in shaping company decisions.
6. **Social Responsibility and Community Engagement:**
   As a socially responsible company, we see our employees not only as a workforce but also as individuals who contribute to society. Through volunteer activities and social responsibility projects, we support our employees in making meaningful contributions to their communities.

Our Values and Corporate Culture

SAYTEK's strong corporate culture is built on fundamental values that guide all our human resources practices. These values shape our approach to business and influence organizational behavior at every level.

Our Core Values:

- **Respect for People, Equal Opportunities, and Fairness:** We uphold fairness and equality in all our interactions with employees and stakeholders.

- **Open Communication and Sincerity:** We adhere to principles of honesty, transparency, and clarity in all communication processes.
- **Trust-Based Team Spirit:** We embrace the power of collaboration and teamwork, ensuring that each individual feels valued.
- **Adaptability and Innovation:** We view change as an opportunity and continuously seek innovative solutions.

Our Cultural Principles:

- **Sustainability and Agility for Customer Value:** We adopt a customer-centric approach and develop sustainable solutions.
- **Acting with Courage and Passion:** We take bold and passionate steps to achieve ambitious goals.
- **Autonomy and Initiative:** We encourage employees to take responsibility and demonstrate leadership.
- **Participatory Management and Empowering Leadership:** Our leaders empower employees by fostering an inclusive and supportive leadership style.

Diversity, Inclusion, and Equality Principles

At SAYTEK, we consider diversity and inclusion not just as policies but as fundamental organizational values. We ensure that our employees have equal opportunities, regardless of gender, race, age, disability status, or other personal attributes. Diversity is not merely a strategy but an integral part of our corporate identity. Every employee at SAYTEK has the opportunity to build their career based on their skills and competencies in an inclusive environment.

Recruitment and Career Development Processes

SAYTEK implements a meticulous and strategic recruitment process to attract talented and high-potential professionals. We carefully match candidates' skills with our organizational needs to ensure the best possible placements. Furthermore, we provide continuous professional and personal development training to our employees.

Equal Pay for Equal Work and Employee Benefits

In line with our principles of human rights, equal opportunities, and fairness, SAYTEK ensures that every employee is compensated fairly according to their position. We maintain a competitive salary policy and offer various additional benefits to enhance employees' quality of life and motivation.

Performance Management and Career Planning

We evaluate employee performance based on a target- and competency-based system. Our assessment process is built on a strong feedback culture, identifying employees' development needs and guiding them through structured career planning.

Employee Development and Training Programs

SAYTEK provides a wide range of training programs to meet the professional and personal development needs of its employees. These programs cover sustainability, leadership, technical skills, functional knowledge, and personal development.

At SAYTEK, we continuously strengthen our commitment to employee development, ensuring a sustainable approach that nurtures the potential of every team member and creates an environment where they can thrive.

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