

### SOCIAL RESPONSIBILITY POLICY

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#### **Our Social Responsibility Policy**

This policy emphasizes the importance and priority of OMSA METAL, our corporate social responsibility principles and the management, employees and stakeholders of the subject.

OMSA METAL considers it as one of the basic and invariable elements of the management approach to act with the awareness of social responsibility in all its activities as part of its own values and principles. In this context, we expect OMSA METAL to primarily manage the economic, social and environmental impacts of its activities in a responsible manner and to improve the society on its agenda. We have a sense of social responsibility and we set our priorities in mind by considering what is best for society and the environment. We take great care to take a leading role in the activities to protect democracy, human rights and the environment. Our business ethics book, which we have prepared and implemented under the Corporate Social Responsibility Principles as OMSA METAL, guides us in the way we do business. Our basic principles in our social responsibility practices are;

### **OMSA METAL Social Responsibility Principles**

### **Human Rights**

We respect human rights. We are against forced labor and human trafficking. Everyone is behaving equally and fairly. We are sensitive to the cultures of Turkey and act in accordance with all legal regulations.

We do not accept discrimination among employees within the institution by reasons such as language, race, color, sex, political opinion, belief, religion, sect, age, physical disability and the like.

As OMSA METAL, we believe that all of our employees are entitled to work in a healthy and safe environment in accordance with the working conditions for human dignity. Our employees are our most valuable asset and ensuring and protecting our employees is our primary business goal.

We believe that our human resources are the most important element of sustainable growth. We ensure that the personal rights of our employees are fully and correctly used. We commit our employees to an honest and fair approach, nondiscriminatory, safe and healthy working environment.

### **Working Conditions**

### 2 a. Prevention of child labor

Child workers cannot be employed at any stage of production. The employers must comply with the age limit for the employment of children in ILO practice. This age restriction should not be under the age of the child at the end of the compulsory education period and in no case should be under 15 years. In general, we do not employ children and young workers

### 2.b. Human and Employee Rights

Fees and social services must be determined in accordance with the basic principles applicable to the minimum wage, overtime and social services compulsory. Actual working time is 9 hours. Overtime should only be done when the employee is voluntary and at least one day off should be given to the employee after 6 consecutive working days. Working hours shall not exceed 9 hours per day and 11 hours with overtime.

### 2.c. Free Work

Forced start or forced start is prohibited. Employees must have the right to terminate the employment contract within a reasonable time frame.

### 2.d. Occupational health and Safety

The organization at least works within the framework of legislation to ensure the safety of employees and protect their health and to continuously improve the business environment.

Considering the working conditions, protective equipment is delivered to the employees.



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Occupational Health and Safety trainings are given along with the orientation process and are subject to the test.

Staff are not allowed to work alone unless they gain competence in the machines.

In warehouses, products are stacked according to the stacking rules.

Heavy objects are operated in accordance with the lifting rules.

The machines are periodically maintained.

Periodic inspections of fire tubes and equipment are carried out.

Periodical inspections and maintenance of electrical installations, lifting equipment's, transportation vehicles are done.

Health check-ups of the personnel who start work are performed and they are inspected by the workplace physician and operated if they are suitable.

Health checks of the staff are made at least once every 3 years.

Visitors are given a booklet containing the general rules of ISG and the PPE equipment is delivered to the company.

Work accidents are reported to the Ministry of Labor for legal process.

Ramp forms are filled in the company when necessary and precautions are taken to prevent work accidents.

The MSDS Cards of the chemicals used in the company are posted where the chemical is used, and the personnel are informed.

Emergency teams are established, and trainings are given within the company. (Fire, Evacuation Team etc.)

Within the company, representatives working with votes are elected and all employees of these representatives become the spokesmen.

Unauthorized persons are not allowed to perform maintenance or repairs.

All official documents of outsourcing companies, health reports, PPE equipment, risk analysis etc. Without running it in the

Fire tubes and emergency exit doors are provided to be open and usable every time.

Employees are told about the rules in the company, and they must comply with these rules against the signed minutes.

### 2.f. Education and Career Development

OMSA METAL Management, which attaches great importance to its employees, creates the personal and vocational training required for the development of competencies required by employees' positions and positions in accordance with an annual plan.

At the end of the year and year internal and external trainings, continuous development is aimed at training organizations by taking into consideration the evaluations of the participants about the trainings.

Compulsory vocational training is determined by training needs analysis according to working standards and is regulated by accredited institutions.

### **Business Ethics**

### 3 a. Fight Against Corruption

The highest level of honesty is expected in all business events and relationships. Any kind of corruption, bribery, blackmail and abuse is strictly prohibited.

OMSA METAL will not tolerate the exchange of money and gifts to influence the behavior of any other person, organization, politician, government employee or authority in the interest of commercial and personal benefit. Even in countries where bribery is welcomed, it will not allow rubies.

### 3.b. Prohibition of discrimination

It is forbidden to discriminate against any kind of employees. It also includes reducing the gender of the persons, the social group to which they belong, the color, the disability, the union, political opinion, root, religion, age,

## **Environment**

We manage the environmental impacts that may arise from all kinds of activities with a sense of responsibility. Our company is obliged to determine and implement all kinds of improvement and development activities that will reduce the environmental effects of the activities at the appropriate level to the least points. Our company has 'ISO 14001 Environmental Management System'.

OMSA METAL aims to continuously develop with an efficient environmental management system by providing the technical, financial and human resources required to reach the principles and targets for the environment at every stage of raw material selection, production and service activities.

Beyond legal obligations, our companies are expected to apply the best environmental solutions and to provide support for the development and diffusion of environmentally friendly technologies and to provide any kind of support that will increase environmental awareness.



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FOR YOUR APPLICATIONS

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