

BİZİM TOPTAN SATIŞ MAĞAZALRI A.Ş. MAIN PRINCIPLES CONCERNING ENVIRONMENTAL MANAGEMENT SYSTEM

1. Scope

Bizim Toptan Satış Mağazaları A.Ş. (Company) has established a Sustainability Committee to oversee sustainability tasks.

This document's primary focus is to regulate communication regarding environmental management within units and the Sustainability Committee.

Another aim of this document is to make it possible for stakeholders to easily and rapidly obtain information regarding the essential elements of the Environmental Management System and other similar applications in the Head Office, stores, warehouses, and other business environments.

2. Application Documents

Contracts and additional documents concerning services received as part of the Sustainability Committee Duty and Working Principles, the Environmental Policy, the Code of Ethics, the supply chain, quality control, food safety and environmental management are the reference documents for the Environmental Management System.

3. Assessment

Basing on the Company's situation and/or possessions, including:

- Energy/climate change, air emissions, water emissions, water use, waste generation, recycling,
- Cultural, legal, social, financial, economic, natural and competitive conditions,
- Activity, product, service, strategic orientation,
- Determining the needs and expectations of all stakeholders and interested parties, and accepted as the provider of what is legally needed,

the risks and opportunities to be exposed and/or sourced are assessed.

The Sustainability Committee also identifies the units responsible for each risk and the units that will provide expertise, technical contributions or funding.

The determinations made by the Sustainability Committee are finalized with the approval of the Board of Directors.

4. Environmental Policy and Leadership

The Environmental Policy is prepared by the Sustainability Committee with the participation of all stakeholders and is finalized with the approval of the Board of Directors.

While risk accountability units and store managers are primarily responsible, all our employees are expected to be active, participative and fully compliant in the process of creating our environmental policy.

5. Planning

The Company aims to prevent or reduce the undesirable effects of events and incidents defined in Article 3 with the Environmental Management System and to continuously improve these features. Unanticipated and unplanned emergencies are also assessed to determine the resources and processes needed to prevent or mitigate their impact.

Targets, resources and processes related to facility establishment and maintenance, production processes, service and product characteristics, resources, transportation, storage, resource use and compliance requirements with all types of emission, and waste management are determined by the regulations.

Risk accountability units and store managers determine risk-based objectives, required resources and processes. During these determinations, support is provided by the Senior Management per Article 6 according to their relevance. Risk-based objectives, required resources and processes are finalized with the approval of the Sustainability Committee.

6. Support

Awareness raising programs for stakeholders regarding the environment and the Environmental Management System are prepared by Senior Management in the Human Resources, Marketing and Customer Relations, and Channel Development and Occupational Health and Safety departments. Programs are implemented with the approval of the Sustainability Committee. Program responsibilities are determined in accordance with the relevant stakeholder.

Senior Management in the Human Resources unit plan the implementation of programs for the skills development, required for awareness and professional competence related to the risks and opportunities within the Environmental Management System. They also track attendance and form a staff-based training inventory.

The Human Resources Department Senior Management is responsible for the communication of Environmental Policy and Environmental Management System; Senior Management in Marketing and Customer Relations is responsible for the suppliers of store products; and Senior Management in Channel Development and Corporate Security is responsible for other products and services.

Communication content, tools and methods are subject to the approval of the Sustainability Committee.

The process, procedures, data and records are required to be stored as a document, and the risk account unit also ensures documentation and necessary updates. Units transmit an example of data and records related to sustainability to the Committee in the form and frequency that the committee determine. The Secretariat of the Sustainability Committee provides easy sharing and the digital accessibility to documents for the staff.

7. Operation

Implementation plan and control processes are prepared by risk accountant units and store managers; implementation begins following the approval of the Sustainability Committee. Plan and control processes for emergency preparedness and intervention are prepared in the same way.

8. Performance Evaluation

During the business process, predetermined follow-up, measurement and analysis are carried out regularly by the responsible parties; observations, findings and data are recorded.

Observations, determinations and data gathered through the follow-up, measurement and analysis of the business processes delegated to the supplier by contract, are recorded by the supplier. In case of termination of the contract with the supplier company, a digital copy of mentioned records is taken.

There are arrangements for this in the contracts. The unit or the department manager responsible for the execution of the contract with the supplier company follows the compliance of the supplier and records the results.

Units annually report progress on compliance and targets set with the Environmental Management System.

The Internal Control Unit audits compliance with the Environmental Management System and the realisation of set goals, and prepares a performance evaluation report. In addition, it prepares a performance report of the Environmental Management System that has been consolidated for submission to the Board of Directors. This report includes measures and recommendations for nonconformities and weaknesses in the system.

The Sustainability Committee reviews the performance reports prepared by the units and the Internal Control. The Committee then develops an opinion on the effectiveness, conformity, development opportunities, need for change, measures for unrealised targets and recommendations regarding the system, and presents it to the Board of Directors.

9. Updating and Improvement

The Board of Directors evaluates the opinion of the Sustainability Committee, along with the consolidated Internal Control report noted in item 8.

Measures and proposals regarding incompatibilities and weaknesses in the system are examined; improvement opportunities that can be realized in the Environmental Management System are evaluated; and the resource requirements are reviewed.

Performance related to the targets set and development plans in the Environmental Management System are shared with the public.