

chimera

**CODE OF
ETHICS**

Table of Contents

1. Our Core Values	2
2. Our Code of Ethics	2
3. Our Principles and Policies.....	3
3.1. Respect to Human Rights.....	3
3.2. Compliance with Laws under any and all Circumstances	3
3.3. Anti-Bribery and Corruption	4
3.3.1. Gifts and Hospitality	4
3.4. Preventing Conflicts of Interest	5
3.5. Prevention of Laundering the Proceeds of Crime, Financing of Terrorism and Weapons of Mass Destruction	5
3.6. Compliance with Economic Sanctions and Export Controls	5
3.7. Confidentiality and the Protection of Insider Trading	6
3.8. Donation, Sponsorship and Community Investments	6
3.8.1. Community Investments	6
3.8.2. Political Activities	6
3.9. Compliance with Competition Laws	7
3.10. Creating a Healthy and Safe Work Environment	7
3.11. Using Social Media Accounts	7
3.12. 3.12. Being Honest and Fair in our Relationships with the Stakeholders	8
4. Raising the Concerns	8

1. Our Core Values

As Chimera, integrity, honesty, responsibility, trust and respect are our core values that guide us during our decisions and actions. We act within the framework of these values to create a cultural integrity as Chimera employees and managers.

Our fundamental principles are;

- Our customers are our benefactors.
- Our ultimate goal is always to be the best.
- Our objective is to create resources for continuous development.
- Our most important capital is our human resources.
- Superior business ethics and honest work principles are the basis of our actions.
- Our main principle is to act equitably and for mutual interest in good faith during all of our dealings, and to comply with laws and moral rules.

2. Our Code of Ethics

Chimera Code of Ethics is a guide for Chimera directors and officers, employees, and Business Partners (suppliers, customers, all kinds of representatives acting for and on behalf of Chimera such as contractors and consultants). All Chimera employees are bound by and shall comply with Chimera Code of Ethics, as well as the regulations of countries where Chimera operates. Each Chimera employee is also expected to and takes necessary steps to ensure that all of its Business Partners comply with Chimera Code of Ethics and other related policies to the extent they are relevant.

Maintaining compliance with Chimera Code of Ethics is the duty of all Chimera employees. The senior management of Chimera companies are also expected to show leadership in this respect.

Our Code of Ethics is based on the following three operational pillars of the Compliance Program:

- **Protection:** We aim to spread and embed an honest business culture at all levels and in all countries that we operate.
- **Detection:** We encourage our employees to speak up and give voice to our values.
- **Response:** We duly investigate the violations with a fair approach, take precautions when necessary, and endeavor to continuously develop and improve our system.

In situations which are not explicitly addressed in the Chimera Code of Ethics or relevant policies, employees must act in the spirit of Code of Ethics and according to the fundamental ethical values. When in doubt, we contact the officer or department in charge of compliance for guidance.

3. Our Principles and Policies

3.1. Respect to Human Rights

As Chimera, we always aim to be a model corporation, employing the most successful and competent professionals who can generate the added value that will ensure sustainable growth, and always be an organization that we are all proud to be a part of.

We adopt the United Nations Declaration of Human Rights and aim to ensure that our Code of Ethics and relevant policies are in compliance with these principles.

We show maximum effort to ensure that we act in an equitable and fair manner to our employees and expect our stakeholders to do the same.

- We communicate with all our stakeholders in a way that is consistent with our values and our corporate identity.
- When recruiting, we use a single criterion for recruitment, which is the suitability of qualifications to the job, disregarding any gender, language, religion, color, age, nationality, thought and wealth difference.
- We reward success through fair and competitive remuneration policies, as well as effective and objective performance assessment systems and practices.
- We aim to strengthen the loyalty of employees to the company by creating equal opportunity in appointment, promotion, rotation and rewarding.
- We provide equal opportunity and possibilities for training, guidance and development of employees,
- We create a work environment in which transparency and mutual respect are encouraged and where cooperation and solidarity are the most important elements.
- We do not tolerate any form of discrimination at the workplace.
- We provide clean, healthy and safe working conditions to our employees.
- We respect our employees' right to organize as a union and collective bargaining.
- We do not tolerate any form of violence and harassment.
- We do not tolerate child labor, slavery, human trafficking and forced labor.
- We use company resources responsibly.

3.2. Compliance with Laws under any and all Circumstances

We comply with the regulations in every country we operate, act according to our Code of Ethics when the regulations are unclear and contact competent authorities when necessary.

As Chimera, we see intellectual and industrial property rights as an important instrument in creating sustainable competitive advantage and obtaining the best business results. In this regard, our fundamental principles are to protect the innovations that make a difference and our strong brands in the markets we operate, to create value from our portfolio, to be open to

collaboration in this area, and to respect the intellectual and industrial property rights of third parties.

We act in compliance with the regulations pertaining to the processing of personal data and we take necessary precautions, accordingly. Within this concept, we act according to the principles and the related legislation.

We record all our commercial transactions and keep our records completely and clearly according to the legislation in effect, and make sure that the agreements with third parties are clear, understandable, comply with the regulations and Code of Ethics.

We provide necessary trainings to our employees. However, we also expect them to know under which circumstances they are required to ask for support of their superiors or the officer or department in charge of compliance.

We know that compliance not only affects the related employee, department or company, but also the entire Chimera. We are also aware that we must act according to the local regulations and international arrangements within the scope of the contractual obligations, and that any incompliance can lead to administrative penalties for the company, and that individuals may also be held liable.

3.3. Anti-Bribery and Corruption

As Chimera, we perform each task and make every decision according to the highest ethical standards. In accordance with the United Nations Global Compact signed by Koç Holding, we resolutely take necessary actions against bribery and corruption.

In line with our ethical principles and related policies, it is strictly forbidden to provide advantages to local or foreign officials and other third parties to obtain illegal benefit, regardless of whether they are public servants. This prohibition includes providing, offering, promising to give anything of value to third parties, who are directly or indirectly related to the Company's commercial activities, to affect their decision, and to accept such values from these parties.

All our employees must comply with the local and relevant international regulations and Company policies pertaining to bribery and corruption, and we expect all our Business Partners to act accordingly.

3.3.1. Gifts and Hospitality

Our gift and hospitality practices must conform to the below criteria:

- Must comply with the regulations.
- Must be occasional, within the limits and reasonable amounts specified in the policies and procedures.
- Must not be in cash or equivalent.
- Must be recorded to our books in a clear and transparent way.
- Must be carried out according to the accepted commercial practices.
- Must not be of a nature that would affect any decision-making process in our business relations.
- Must not damage the Company's reputation if they become public.

3.4. Preventing Conflicts of Interest

While making decisions based on our roles and responsibilities in the Company, we avoid situations, where our personal interests and responsibilities conflict with those of Chimera, such as gaining personal benefit or providing improper advantage to our family or friends, or any situation that may give such impression and may impair our impartiality in the decision making process.

If we find ourselves in a situation that can be considered as a potential conflict of interest, we shall inform our managers or the officer or department in charge of compliance to avoid possible damages such situation might cause. In order to prevent potential conflicts of interest:

- We avoid gaining personal interest for ourselves or our relatives and friends by abusing our position or authority.
- We make sure that our personal investments outside of work do not prevent us from allocating time and attention to our work, and we avoid any situation that may avert us from focusing on our own duties.
- Even outside the working hours, we do not engage in any activity and/or enter into a business relationship that may be contrary to our loyalty obligation to Chimera and/or that may adversely affect our individual performance.
- We inform our managers and the officer or department in charge of compliance in the event that a person in a primary decision-making position at a customer or a supplier company of Chimera, is our relative or close associate.

3.5. Prevention of Laundering the Proceeds of Crime, Financing of Terrorism and Weapons of Mass Destruction

Integration of income derived from illegal activities into the financial system by creating the impression that it has been gained through legal methods is called money laundering.

As Chimera, in compliance with local and international regulations, we take necessary measures against and avoid all kinds of commercial transactions that can be seen as the laundering the proceeds of crime, financing of terrorism and weapons of mass destruction and perform Due Diligence before starting a business relationship. As Chimera, we do not interact with third parties about whom we do not have sufficient information, which have negative intelligence, which pose a risk and raise doubts for these reasons.

3.6. Compliance with Economic Sanctions and Export Controls

We take effective and necessary measures to ensure compliance with regulations on economic sanctions and export controls.

In this regard, we do not establish direct or indirect commercial relationships with persons in sanctions or embargo lists, unless necessary in which case, we first obtain the approval of the officer or department in charge of compliance to ensure that such relationship does not constitute a violation of applicable laws or our contractual commitments.

3.7. Confidentiality and the Protection of Insider Trading

We know that it is restricted to use or disclose personal, commercial, financial, technical, legal and/or similar confidential information of our Company, our employees or business partners for our own benefit or on behalf of the third parties' interest, and take necessary actions to protect the confidential information that comes into possession due to our roles and responsibilities.

We use the obtained information only for the purposes of work that we are obliged to perform in relation to our job descriptions. We act according to the regulations and our contractual obligations while sharing commercial secrets and other confidential information.

We are aware that it is a crime (insider trading) to gain personal interest for oneself or for others by acting or transacting based on information about Chimera companies traded publicly, or about the capital market instruments issued by these companies which could affect the prices or the values of the relevant capital market instruments or the decisions of the investors, and which have not been made public yet ("internal information"), and we inform our employees against such attempts. We take all necessary precautions to ensure the protection and confidentiality of internal information; and avoid acts and transactions which could lead to predatory practices, market fraud or insider trading in accordance with the capital market regulations.

We protect the confidential information that we have even after we leave the Company, and do not share them with third parties.

3.8. Donation, Sponsorship and Community Investments

In order to support social development in the countries we operate, we make donations and perform sponsorship activities which conform to our principles. We carry out donation and sponsorship procedures in a transparent manner, and ensure that these activities do not contradict with Company values or commercial interests.

We do not donate or sponsor any activity which violates human and animal rights, or which promotes tobacco, alcohol and drug consumption, or which harms the nature. We do not donate to organizations that discriminate people based on gender, language, religion, race, color, age, nationality and thought differences, or sponsor such activities.

3.8.1. Community Investments

We develop longstanding collaborations aimed at the needs of the countries we operate, and invest in environmental and social matters. We attach importance whether the community investments are in parallel with our business priorities, and performed in cooperation with the coordination of expert organizations or individuals.

3.8.2. Political Activities

We do not donate to political parties, politicians or political candidates. However, we are respectful of our employees' participation to the legal political activities voluntarily, and do not restrict them. Company resources (vehicles, computers, e-mail, etc.) cannot be used for political activities and personal donations to be made to this end. Political demonstrations, propaganda and similar activities are not permitted in the Company premises.

3.9. Compliance with Competition Laws

As Chimera, in order to maintain our reputation, we act in accordance with laws and relevant company policies, in all the countries that we operate. We do not participate in practices which might contradict with the relevant competition laws.

Our fundamental principles are as follows:

- To comply with the relevant legislation regarding competition law,
- Not to make agreements or act together with competitors or other persons or organizations that can directly or indirectly hinder, disrupt or restrict competition, or that can have this effect outside the limits permitted by the laws,
- To obtain information about competitors only through methods compliant with the laws and precedents, and to refer or use such information by providing our legitimate sources in all relevant documents,
- To avoid behaviors which could be interpreted as abuse of dominant position by our companies that hold such position in the relevant markets,
- To avoid negotiations and communications at private or professional meetings and gatherings such as associations, councils, chambers, professional association meetings, conferences, fairs, etc. where our employees attend as Company representatives which could lead to violation of the above listed rules and principles,
- To handle matters within the Chimera which could lead to violation of competition laws, with the same care and diligence.

3.10. Creating a Healthy and Safe Work Environment

One of Chimera's objectives is to create a healthy and safe work environment for our employees, and ensure that our Business Partners such as our business agents and distributors also create such work environments. We take all kinds of measures to this end, and provide trainings about occupational health and safety to increase awareness.

We perform our operations in a healthy and safe manner without risking the lives of our employees, contractors, distributors, and the society. Within this concept, we use safely designed facilities, work with professionals who are experts in their fields, and prioritize safety in our processes.

In Chimera, we prioritize human life. No work is so important than it can be performed without occupational health and safety measures. Our employees act according to all Occupational Health and Safety regulations, and Company Policies, and notify any unsafe working conditions through our communication channels. We promptly notify any accident, injury, or unsafe condition. We identify our emergency scenarios and make necessary preparations; we know what needs to be done in case of an emergency. We do not come to work under the influence of drugs or alcohol.

3.11. Using Social Media Accounts

We continue to use social media, which has been growing exponentially around the world in recent years, according to our Company principles and brand values. We are aware that personal

social media accounts are a part of individuals' private lives, and respect their sharing preferences.

We are also aware of the benefit to be gained from the correct usage of social media, and the reputation risks that might be brought on the Company. Therefore, we avoid sharing information and images which could lead to disputes and ambiguities regarding company matters, and which could violate the companies' confidentiality rules. We make sure that we act according to the regulations, Chimera Code of Ethics and relevant policies in our social media posts.

Please refer to Chimera Social Media Guidelines for detailed information.

3.12. 3.12. Being Honest and Fair in our Relationships with the Stakeholders

Stakeholders are all parties for whom Chimera's activities have an effect or whose activities have an effect on Chimera. Below are our fundamental principles in our relationships with our stakeholders:

- We use objective criteria while selecting our suppliers, distributors, authorized resellers and services, and attach great importance to build business relationships with parties who respect human rights, who apply anti-bribery and anti-corruption principles, and who perform their legal obligations.
- We keep our communication channels with our stakeholders open, and always take their complaints and suggestions into consideration.
- We always adhere to confidentiality rules in our visits and audits to our stakeholders.
- We expect all our stakeholders to comply with relevant laws and regulations.
- We avoid making personal statements to the public, and when it becomes necessary to inform the public according to the Information Policy, we do so on behalf of Chimera only through authorized employees.
- We always give honest and reliable information to the public and media. We do not use expressions in our press statements which contradict the ethical values of the Company.
- We protect the rights and interests of the shareholders determined by the laws. We make maximum effort to create values in return for the resources they provide, and distribute the profit according to the laws and regulation or use it for investment.
- We ensure that the companies are administered according to the principles of trust and honesty which we have followed since the establishment of Chimera. We also aim to achieve sustainable growth and profitability, and manage the resources, assets and work time of our companies efficiently.

4. Raising the Concerns

As Chimera, we know that the violation of laws and regulations and Chimera Code of Ethics threaten the general interests of individuals, our companies and the society, and that it leads to injustice, may cause material and moral damage, and that, when legally required it is also our moral duty to notify the authorities in such situations.

Chimera attributes great importance to honesty and accountability in all of its activities. It is our duty to maintain a culture of honesty and respect, and to oppose behaviors which might contradict the Chimera's ethical standards. Therefore, all our employees act in accordance with the Chimera Code of Ethics and relevant policies. In case of any doubt, we consult with the officer or department in charge of compliance or the Compliance Department.

In order to manage Chimera's reporting mechanism in the best possible way, those who witness or suspect a misconduct or an unethical behavior are expected and supported to raise their concerns. The managers must forward any wrongful actions notified to them to the Ethics Hotline.

The matters that can be notified include but are not limited to the following:

- Criminal activities such as theft and fraud,
- All kinds of discrimination (race, religion, language, color, gender, age, etc.)
- Violation of the Code of Ethics, laws, moral values and regulations,
- Threats against social security or health,
- Inappropriate use of company equipment
- Fraudulent activities in the accounting records,
- Giving or receiving bribes,
- Disclosing the Company's secrets,
- Money laundering,
- Environmental damage,
- Harassment,
- Mobbing.