



**QUA GRANITE HAYAL YAPI VE ÜRÜNLERİ
SANAYİ TİCARET ANONİM ŞİRKETİ**

ESG SUPPORTING DOCUMENT 2022

ENVIRONMENTAL

NOX EMISSIONS

41,34 ton

Qua Granite also monitors nitrogen oxide, sulfur oxide (NOx, SOx), and particulate matter (PM10- less than 10 microns) emissions and performs emission verification measurements every 2 years in accordance with the Industrial Air Pollution Control Regulation. The measurement made in 2019 is valid for 2020 and the measurement made in 2021 is valid for the year 2022.

SOX EMISSIONS

58,70 ton

Qua Granite also monitors nitrogen oxide, sulfur oxide (NOx, SOx), and particulate matter (PM10- less than 10 microns) emissions and performs emission verification measurements every 2 years in accordance with the Industrial Air Pollution Control Regulation. The measurement made in 2019 is valid for 2020 and the measurement made in 2021 is valid for the year 2022.

NOX AND SOX EMISSIONS REDUCTION

In order to reduce NOX & SOX emissions silicone, water and dry type filters are used in spray dryers.

VOC EMISSIONS

VOC emission studies has been conducted and it is observed that since there are no organic compounds in our production process, our VOC emissions are 0.

STAFF TRANSPORTATION IMPACT REDUCTION

To reduce impacts of staff transportation, employees are chosen from Söke, where the plant exists. There are also company buses to ensure employee transportation.

E-WASTE REDUCTION

Total e-waste is 0 since 2016.

ENVIRONMENTAL MATERIALS SOURCING

-The most used material is feldspar in our production process. In order to reduce logistics costs and emissions our facility was established to the closest organized industrial site where feldspar is mined.

-We are also close to the harbor to use seaway to transport out products to overseas.

-We choose 100% recycled packaging material from suppliers to reduce our environmental footprint.

-We choose suppliers accordingly with our "Environmental Policy".

TOXIC CHEMICALS REDUCTION

There are no toxic chemicals usage in our production processes.

SOCIAL

FLEXIBLE WORKING HOURS

Architectures are working remotely in our company.

INTERNAL PROMOTION

Promotions are implemented accordingly to Qua Granite Career Management Procedure. The compatibility of the year, field, education and level of experience, performance, and competency values with the values of the position to be promoted to are evaluated. Personality and competency inventories, case analysis, and similar applications may be used if necessary. The Department Manager is consulted regarding which tool to use.

Based on the evaluations of the Human Resources department, if the necessary conditions are met, the relevant unit manager determines the additional evaluation methods and valid scores required for the position.

According to the evaluation results, if the score obtained is sufficient for promotion, the employee is contacted and the promotion date is determined. If the score obtained is not sufficient for promotion, the process is terminated.

DAY CARE SERVICES

There is a lactation room for our women employees.

POLICY SKILLS TRAINING

Individual and occupational trainings are given to employees. Training requirement analysis is performed on a yearly basis to schedule training calendar. In addition to individual and occupational trainings, mandatory trainings by laws and regulations are given to employees periodically. Our employees are encouraged to complete specific certification programs such as Sustainability Expert Certification, Energy Management Certification, Professional Competence Certificates etc.

POLICY CAREER DEVELOPMENT

Individual and occupational trainings are given to employees. Training requirement analysis is performed on a yearly basis to schedule training calendar. In addition to individual and occupational trainings, mandatory trainings by laws and regulations are given to employees periodically. Our employees are encouraged to complete specific certification programs such as Sustainability Expert Certification, Energy Management Certification, Professional Competence Certificates, Ethical Behaviour and Social Skills, Effective Management Skills, Communication and Behavioural Science, Orientation, Mentoring and Individual Development, Stress Management and Anger Control, Team Work, A1 Level English.

EMPLOYEES HEALTH & SAFETY TEAM

There is an OHS Department responsible of tracking and implementing OHS related issues.

OCCUPATIONAL DISEASES

There are no occupational diseases encountered in 2022.

GENDER PAY GAP PERCENTAGE

Our company principle is equal pay for equal work. There is no gender based remuneration criteria for employees.

PRODUCT RESPONSIBILITY MONITORING

Quality control systems are used for product tracking, with product analyses being conducted at each unit. Only high-quality products are delivered to customers, with quality data being recorded and managed through a Quality Management System (QMS). Products produced in compliance with EN ISO 14411 standards are monitored through the QMS and tracked using the 9001 standard. Additionally, employees involved in product analysis are trained to ensure quality.

IMPROVEMENT TOOLS BUSINESS ETHICS

When an employee starts working in our company, trainings related to ethics are given. There is an ethics line established within company. There are complaint boxes in certain places.

WHISTLEBLOWER PROTECTION

According to Grievance Mechanism Procedure established within Qua Granite, company will establish a complaint mechanism for workers and develop a transparent process for workers to express their concerns and complaints, including anonymous complaints. It will ensure that no discrimination is made against those who express complaints, all complaints are taken seriously, and appropriate measures are taken immediately.

GOVERNANCE

EXTERNAL CONSULTANTS

Committees/management have the right to consult independent consultants if it is needed. The consultancy fees are being paid by company itself. If a consultant provides services to management or a committee its information must be shared in annual report.

POLICY BOARD EXPERIENCE

Board Members and candidates' experience, knowhow and knowledge criterion are taken into account.

SHAREHOLDERS APPROVAL STOCK COMPENSATION PLAN

TCC Article 421 Subject 3b.

In case of an attempt to adopt stock based compensation plans, it is necessary to obtain at least %75 of shareholder approval before implementation. Decisions regarding stocks require articles of association amendment. This subject is regulated in Article 421 of the Turkish Commercial Code. As per Article 421, articles of association amendments require general assembly decisions, thus shareholder approval. <https://www.mevzuat.gov.tr/mevzuat?MevzuatNo=6102&MevzuatTur=1&MevzuatTertip=5>

POLICY SHAREHOLDER ENGAGEMENT

With surveys conducted participated by employees, open door policy and notifying policies and website communication tools all shareholders are encouraged to engage with management.

SUPERMAJORITY VOTE REQUIREMENT

According to the securities regulations, significant transactions such as M&As, issuance of golden or preferred shares, sale of a significant portion of company assets etc. should be decided in the general assembly meeting, where supermajority rule (2/3 affirmative votes out of total) applies. The shareholders who attend the meeting and cast negative votes for the transaction are entitled to appraisal right. Please see Capital Markets Board's Communiqué no II-23.3 for detail. (<https://www.mevzuat.spk.gov.tr/>)

LIMITED SHAREHOLDER RIGHTS TO CALL MEETINGS

Calling the General Assembly for ordinary and extraordinary meetings in accordance with the provisions of this Articles of Association and the Turkish Commercial Code, and preparing the agenda.

ELIMINATION OF CUMULATIVE VOTING RIGHTS

Cumulative vote method is not applied.

PRE-EMPTIVE RIGHTS

According to the Turkish Commercial Code numbered 6102 Article 461/1, every shareholder in joint stock companies has the right (pre-emptive rights) to acquire newly issued shares proportionate to their existing shares within total capital.

COMPANY CROSS SHAREHOLDING

The Company is not engaged in any cross-shareholding relationship with another company.

DIRECTOR ELECTION MAJORITY REQUIREMENT

BoD members were selected with 91.634.641 TRY positive votes which reflects the 76,36% of 120 millions TRY of capital.

SHAREHOLDER APPROVAL SIGNIFICANT TRANSACTIONS

According to the securities regulations, significant transactions such as M&As, issuance of golden or preferred shares, sale of a significant portion of company assets etc. should be decided in the general assembly meeting, where supermajority rule (2/3 affirmative votes out of total) applies. The shareholders who attend the meeting and cast negative votes for the transaction are entitled to appraisal right. Please see Capital Markets Board's Communique no II-23.3 for detail. (<https://mevzuat.spk.gov.tr/>)

ADVANCE NOTICE PERIOD DAYS

The provisions of the article 474 of the Turkish Commercial Code shall apply for the announcements regarding decrease of issued capital; and the provisions of the articles 532 and 541 of the Turkish Commercial Code shall apply for the announcements regarding termination and liquidation. Regarding the announcements required to be made as per the Capital Market Legislation, the provisions of the related laws shall be complied with.

13.2 Call for Meeting: Regarding the call for General Assembly meetings, regulations regarding the invitation procedure and form and the announcement periods in the relevant provisions of the TCC and capital market legislation shall be followed. The General Assembly is called for a meeting through an announcement published on the Company's website, the Public Disclosure Platform and other places determined by the CMB, and in the Turkish Trade

Registry Gazette. The call is made at least three weeks before the meeting date, excluding the date of announcement and meeting days. The information and documents specified in the relevant provisions of the TCC and the capital Market legislation are announced at least three weeks before the general assembly meeting and are made available for the examination of the shareholders.