

# KEREVİTAŞ GIDA SANAYİ VE TİCARET A.Ş.

## THE DUTIES AND WORKING PRINCIPLES OF THE SUSTAINABILITY COMMITTEE

### I. Purpose and Scope

The Sustainability Committee was established to determine the sustainability strategy of Kerevitaş Gıda Sanayi ve Ticaret A.Ş. by increasing the value created by the company's environmental, social and corporate governance activities and to execute, monitor and audit policies, goals and practices in sustainability. The Sustainability Committee reports to the Board of Directors.

The purpose of this document is to determine the duties and working principles of the Sustainability Committee (the Committee) of Kerevitaş Gıda Sanayi ve Ticaret A.Ş. (the Company).

### II. Establishment and Structure of the Committee

The Committee is established and granted authorization with the approval of the Board of Directors.

The Sustainability Committee consists of 22 members, including the Company's CEO, Kerevitaş & Oil Business Unit COO, Kerevitaş & Oil Business Unit Chief Marketing Officer, Kerevitaş CCO, Kerevitaş Marketing Director, Kerevitaş Financial Affairs Director, Kerevitaş & Oil Business Unit Human Resources Director, Kerevitaş Quality Group Manager, Kerevitaş & Oil Business Unit Business Development Senior Manager, Kerevitaş Investments and Technical Group Manager, Kerevitaş Production Director, Agriculture Manager, Kerevitaş Human Resources Manager, Kerevitaş R&D Director, Oil Business Unit Financial Affairs Director, Oil Business Unit R&D and Business Development Director, Oil Business Unit Factory Director, Oil Business Unit Export Director, Marsa Domestic Sales Director, Oil Business Unit Commercial Marketing and Sales Director, Management Information Systems Manager and Sustainability Manager.

The Committee is chaired by the CEO. The coordination of the Committee is the responsibility of the COO. The Secretary of the Board is carried out by the Sustainability Manager. Subcommittee conducts the implementation of the decisions taken by the Committee.

#### II.I. Structure of the Sub-committee

The Sub-committee operates directly under Sustainability Committee.

The Sub-committee consists of 12 members, including Sustainability Manager, Chief of Agriculture Department, Deputy Brand Manager, Personnel Affairs Specialist, Human Resources Specialist, Chief of Quality, Environment and H&S Specialist, Technical Engineer, Production Engineer, Logistics Specialist, Purchasing Specialist and Deputy Packaging Development Specialist.

### III. Working Principles and Procedures

The Committee meets at least twice a year as well as when required. Meeting is held with the minimum participation of at least half of the members of the Committee. Committee decisions are taken with absolute majority vote. In the event of equality, the vote of the Chairperson of the Committee is counted as two votes.

The Committee Secretariat records the decisions taken in the Committee in written form, including meeting venue, time and attending members, and archives the information after taking the signatures of the committee members.

The Committee is responsible to report the decisions taken to the Board of Directors through the Chairperson of the Committee.

#### **IV. Duties and Responsibilities**

- Carrying out works with the purpose of integrating sustainability into the structure of the Company and develop related projects,
- Following up of national and international developments in sustainability,
- Establishing the short, medium and long term sustainability strategy, goals, road maps and policies,
- Guiding the Company's sustainability strategy and policy by proactively managing risks in terms of social, environmental and corporate governance,
- Supporting the development and enable the implementation of projects towards mitigation of carbon emissions from the work processes as part of the fight against climate change,
- Monitoring the road map of the Company in sustainability and the developments in practices, setting goals, defining performance criteria by communicating with all relevant business units, auditing performance in line with the goals and enabling active engagement of all related departments of the Company throughout the process.
- Ensuring that roles and responsibilities are defined at the operational level,
- Authorizing and coordinating the Sub-committee established within the Company as part of the activities, organizing working groups when necessary,
- Promoting sustainability awareness and culture throughout the organization
- Regularly reviewing, revising, executing, monitoring and auditing the sustainability policy, goals, practices, working principles, and management systems, and submitting to the approval of the Board of Directors, if required,
- Providing information to all Company employees in line with Company's sustainability policy and goals and working towards adoption of these policies by the employees,
- Enabling stakeholder engagement of all stakeholders about the Company's sustainability strategy, policy and practices,
- Communicating with stakeholders in accordance with the sustainability strategy,
- Ensuring that work outputs correspond to the Company's sustainability policies and expectations are among the Committee's duties and responsibilities.

#### **V. Responsibilities and Working Principles of the Sub-committee**

- The Sub-committee is established to support the implementation of the decisions taken by the Committee.
- The Sub-commission is liable to execute all the duties given by the Committee.
- The Sub-committee is liable to determine goals in relation to the decisions taken by the Committee, enable, monitor, revise, if required, the implementation of all sustainability activities and report to the Chairperson of the Committee and the Committee.
- The members of the Sub-committee participate in and contribute to the activities of the Committee on behalf of their departments.

Sustainability Committee - Duties and Working Principles

#### **VI. Enforcement**

This document here and related amendments regarding the Duties and Working Principles of Sustainability Executive Committee come into effect pursuant to the approval of the Board of Directors and as of the date of approval.

Sustainability Committee - Duties and Working Principles

April 2022 -v1

March 2024 -v2

