

# KAFEİN YAZILIM HİZMETLERİ TİCARET A.Ş.

## Sustainability Compliance Report

### 2024 - Annual Notification

#### Summary

Sustainability Compliance Report 2024



# Sustainability Compliance Report

Related Companies

Related Funds

	Company Compliance Status				Explanation	Report Information on Publicly Disclosed Information (Page number, menu name on the website)
	Yes	Partial	No	Not Applicable		
Sustainability Compliance Report						
A. GENERAL PRINCIPLES						
A1. Strategy, Policy and Goals						
A1.1. The prioritised environmental, social and corporate governance (ESG) issues, risks and opportunities have been determined by the Company's Board of Directors.	X					Sustainability Report > Kafein Sustainability Topics (p.29), Risks and Opportunities (p.16-25)
A1.1. The ESG policies (Environmental Policy, Energy Policy, Human Rights and Employee Policy etc.) have been created and disclosed to the public by the Company's Board of Directors.	X					Website > Investor Relations > Corporate Governance > Policies
A1.2. The short and long-term targets set within the scope of ESG policies have been disclosed to the public.	X					Sustainability Report > Goals and Progress Chart (p.85-86)
A2. Implementation/Monitoring						
A2.1. The responsible committees and/or business units for the implementation of ESG policies and the senior officials related to ESG issues in the Company and their duties have been identified and disclosed to the public.	X					Sustainability Report > Sustainability Management and Responsibility (p.25-26)
A2.1. The activities carried out within the scope of policies by the responsible committee and/or unit have been reported to the Board of Directors at least once a year.	X					Website > Investor Relations > Sustainability > Sustainability Reports
A2.2. In line with the ESG targets, the implementation and action plans have been formed and disclosed to the public.	X					Sustainability Report > Sustainability Strategy (p.28)
A2.3. The Key ESG Performance Indicators (KPI) and the level of reaching these indicators have been disclosed to the public on yearly basis.	X					Sustainability Report > Goals and Progress Chart (p.85-86)
A2.4. The activities for improving the sustainability performance of the business processes or products and services have been disclosed to the public.	X					Sustainability Report > Sustainability Strategy (p.28)
A3. Reporting						
A3.1. The information about the sustainability performance, targets and actions have been given in annual reports of the Company an understandable, accurate and sufficient manner.	X					Activity Report- Sustainability Principles Compliance Report
A3.2. The information about activities which are related to the United Nations (UN) 2030 Sustainable Development Goals have been disclosed to the public.	X					Sustainability Report - GRI Content Index> SDG Link (p.87-99)
A3.3. The lawsuits filed and/or concluded against the Company about ESG issues which are material in terms of ESG policies and/or will significantly affect the Company's activities, have been disclosed to the public.	X					Sustainability Report - Compliance with Laws and Regulations> Compliance Indicators (p.83-84)
A4. Verification						
A4.1. The Company's Key ESG Performance metrics have been verified by an independent third party and publicly disclosed.			X		The Partnership's ESG Key Performance metrics have not been verified by an independent third party.	
B. ENVIRONMENTAL PRINCIPLES						
B1. The policies and practices, action plans, environmental management systems (known by the ISO 14001 standard) and programs have been disclosed.	X					Sustainability Report - Corporate Sustainability Policy (p.32) & International Standards, Initiatives and Certifications (p.74-77)
B2. The environmental reports prepared to provide information on environmental management have been disclosed to the public which is inculiding the scope, reporting period, reporting date and limitations about the reporting conditions.	X					Sustainability Report - About the Report (p.5)
B4. The environmental targets within the scope of performance incentive systems which included in the			X		The rewarding system is currently performance-based and there are no	

rewarding criteria have been disclosed to the public on the basis of stakeholders (such as members of the Board of Directors, managers and employees).					environmental targets in the rewarding criteria.	
B5. How the prioritised environmental issues have been integrated into business objectives and strategies has been disclosed.	X					Sustainability Report -Environmental/Ecological Risks and Management (p.20-22)
B7. The way of how environmental issues has been managed and integrated into business objectives and strategies throughout the Company's value chain, including the operational process, suppliers and customers has been disclosed.	X					Sustainability Report - Sustainability Practices Based on Supply Chain (p.49)
B8. Whether the Company have been involved to environmental related organizations and non-governmental organizations' policy making processes and collabrations with these organizations has been disclosed.	X					Sustainability Report - Collaborations and Memberships (p.77)
B9. In the light of environmental indicators (Greenhouse gas emissions (Scope-1 (Direct), Scope-2 (Energy indirect), Scope-3 (Other indirect), air quality, energy management, water and wastewater management, waste management, biodiversity impacts)), information on environmental impacts is periodically disclosed to the public in a comparable manner.	X					Sustainability Report - Carbon Footprint (p.38-43)
B10. Details of the standard, protocol, methodology, and baseline year used to collect and calculate data has been disclosed.	X					Sustainability Report - Carbon Footprint: Purpose and Scope, Methodology (p.38-39)
B11. The increase or decrease in Company's environmental indicators as of the reporting year has been comparatively disclosed with previous years.	X					Sustainability Report > Goals and Progress Chart (p.85-86)
B12. The short and long-term targets for reducing the environmental impacts have been determined and the progress compared to previous years' targets has been disclosed.	X					Sustainability Report > Goals and Progress Chart (p.85-86)
B13. A strategy to combat the climate crisis has been created and the planned actions have been publicly disclosed.	X					Website > Investor Relations > Corporate Governance > Policies > Sustainability Policy > Tackling with Climate Crisis
B14. The programs/procedures to prevent or minimize the potential negative impact of products and/or services on the environment have been established and disclosed.	X					Website > Investor Relations > Corporate Governance > Policies > Sustainability Policy
B14. The actions to reduce greenhouse gas emissions of third parties (suppliers, subcontractors, dealers, etc.) have been carried out and disclosed.			X		No action has been taken regarding the greenhouse gas emissions of third parties such as suppliers, subcontractors, dealers, etc.	Sustainability Report - Sustainability Practices Based on Supply Chain (p.49)
B15. The environmental benefits/gains and cost savings of initiatives/projects that aims reducing environmental impacts have been disclosed.		X			Although the company's energy and environmental friendly software projects aimed at reducing environmental impacts are shared within the report, their benefits/gains and cost savings have not yet been measured quantitatively.	Sustainability Report - Energy and Environment Friendly Projects (p.36-37)
B16. The data related to energy consumption (natural gas, diesel, gasoline, LPG, coal, electricity, heating, cooling, etc.) has been disclosed as Scope-1 and Scope-2.	X					Sustainability Report - Scope I (Direct Emissions) & Scope II ( Indirect Emissions) (p.39)
B17. The information related to production of electricity, heat, steam and cooling as of the reporting year has been disclosed.				X	As a company in the software industry, there is no electricity, heat, steam or cooling produced within the scope of our operations and activities.	
B18. The studies related to increase the use of renewable energy and transition to zero/low carbon electricity have been conducted and disclosed.			X		There is no study yet on renewable energy, zero or low carbon electricity transition.	
B19. The renewable energy production and usage data has been publicly disclosed.			X		There is no renewable energy production or consumption.	
B20. The Company conducted projects about energy efficiency and the amount of reduction on energy consumption and emission achieved through these projects have been disclosed.	X					Sustainability Report - Reducing Carbon Footprint (p.41-43) & Efforts to Reduce Energy Consumption (p.35-37)

B21. The water consumption, the amount, procedures and sources of recycled and discharged water from underground or above ground (if any), have been disclosed.	X					Sustainability Report - Water Management (p.47-48)
B22. The information related to whether Company's operations or activities are included in any carbon pricing system (Emissions Trading System, Cap & Trade or Carbon Tax).			X		Company's activities are not included in any carbon pricing system.	
B23. The information related to accumulated or purchased carbon credits within the reporting period has been disclosed.			X		No carbon credits accumulated or purchased during the reporting period.	
B24. If carbon pricing is applied within the Company, the details have been disclosed.			X		There is no Carbon Pricing.	
B25. The platforms where the Company discloses its environmental information have been disclosed.	X					Website> Investor Relations> Sustainability
C. SOCIAL PRINCIPLES						
C1. Human Rights and Employee Rights						
C1.1. The Institutional Human Rights and Employee Rights Policy has been established in the ligh of the Universal Declaration of Human Rights, ILO Conventions ratified by Turkey and other relevant legislation. The policy and the officals that responsible for the implementation of it have been determined and disclosed.	X					Website> Investor Relations> Corporate Governance> Policies> Human Resources Policy
C1.2. Considering the effects of supply and value chain, fair workforce, improvement of labor standards, women's employment and inclusion issues (gender, race , religion, language, marital status, ethnic identity, sexual orientation, gender identity, family responsibilities, union activities, political opinion, disability, social and cultural differences, etc., such as non-discrimination) are included in its policy on employee rights.	X					Website> Investor Relations> Corporate Management> Policies > Working Principles Policy
C1.3. The measures taken for the minority rights/equality of opportunity or the ones who are sensitive about certain economic, environmental, social factors (low income groups, women, etc.) along the supply chain have been disclosed.	X					Sustainability Report - Preventing Discrimination (p.53) & Diversity and Equal Opportunity (p.52-53)
C1.4. The developments regarding preventive and corrective practices against discrimination, inequality, human rights violations, forced and child labor have been disclosed.	X					Sustainability Report - Clear Position Against Child Labor and Forced Labor (p.52)
C1.5. Investments in employees (education, development policies), compensation, fringe benefits, right to unionize, work/life balance solutions and talent management are included in the employee rights policy.	X					Sustainability Report - Education Opportunities at Kafein (p.55-58) & Remuneration Principles and Compensation Policy (p.81-83) & Freedom of Association and Right to Collective Bargaining (p.64)
C1.5. The mechanism for employee complaints and resolution of disputes have been established and related solution processes have been determined.	X					Sustainability Report- Stakeholder Communication and Notification Mechanisms (p.27)
C1.5. The activities carried out within the reporting period which related to ensure employee satisfaction have been disclosed.	X					Sustainability Report- Commitment to the Workplace (p.59-60)
C1.6. The occupational health and safety policies have been established and disclosed.	X					Sustainability Report- Occupational Health and Safety (p.61-64)
C1.6. The measures taken for protecting health, preventing occupational accidents and related statistics have been disclosed.	X					Sustainability Report- Occupational Health and Safety (p.61-64)
C1.7. The personal data protection and data security policies have been established and disclosed.	X					Sustainability Report - Personal Data Protection and Privacy Provisions (p.64-65)
C1.8. The ethics policy have been established and disclosed.	X					Website> Investor Relations> Corporate Governance> Policies> Ethical Principles and Conduct Policy
C1.9. The studies related to social investment, social responsibility, finansal inclusivity and access to finance have been explained.		X			Information about donations and aid is shared within the report, but there is no practice in terms of financial inclusivity.	Sustainability Report - Donations and Aids (p.65)
C1.10. The informative meetings and training programs related to ESG policies and practices have been organized for employees.	X					Kafein Development and Education Portal (edu.kafein.com.tr)
C2. Stakeholders, International Standards and Initiatives						
C2.1. The customer satisfaction policy regarding the management and resolution of customer complaints has been prepared and disclosed.	X					Website> Investor Relations> Corporate Governance> Policies> Quality Policy & Stakeholders Policy
C2.2. The information about the communication with stakeholders (which stakeholder, subject and frequency) have been disclosed.	X					Sustainability Report- Stakeholder Communication and Notification Mechanisms (p.27)
C2.3. The international reporting standards that adopted in reporting have been explained.	X					Sustainability Report - About the Report (p.5)

C2.4. The principles adopted regarding sustainability,the signatory or member international organizations, committees and principles have been disclosed.	X					Sustainability Report - Collaborations and Memberships (p.77)
C2.5. The improvements have been made and studies have been carried out in order to be included in the Borsa Istanbul sustainability indices and/or international index providers.	X					Sustainability Report - Corporate Governance Studies (p.84)
D. CORPORATE GOVERNANCE PRINCIPLES						
D1. The opinions of stakeholders have been sought in the determination of measures and strategies related to sustainability field.	X					Sustainability Report - Materiality Analysis (p.30)
D2. The social responsibility projects, awareness activities and trainings have been carried out to raise awareness about sustainability and its importance.	X					Kafein Development and Education Portal (edu.kafein.com.tr)