

## **ANATOLIAN UNIVERSITY LIBRARIES CONSORTIUM (ANKOS) ASSOCIATION**

### **“Personal Data Protection Law”**

#### **Clarification Text**

#### **Definitions**

The following terms used in this note refer to:

**Personal Data:** Any information relating to an identified or identifiable natural person,

**Personal Data Protection Law (“KVKK”):** The Law on Protection of Personal Data numbered 6698 that entered into force by being published in the Official Gazette on April 7, 2016,

**ANKOS Association:** ANKOS Association residing at DAP Yapı İ Ofis Merkez Mah. Kağıthane Cad. No: 3 Ofis No: 58 34406 Kağıthane İstanbul TÜRKİYE.

**Data Processor:** Natural or legal person who processes Personal Data based on authority granted by data controller and on behalf of data controller,

**Data Controller:** Natural or legal person who determines the purposes and means of processing of Personal Data and who is responsible for the establishment and management of the data recording system.

#### **Data Controller**

Pursuant to the Law on Protection of Personal Data (KVKK), personal data that you share as a party, member, donator, scholarship holder, intern, provider, visitor, grantee, award-winner, applicant, receiver of support, Changemaker, program partner and/or foundation staff/manager will be taken into consideration, within the framework explained below, by ANKOS Association legal person determined as data controller.

#### **Purpose of Processing Personal Data**

As per Articles 4, 5 and 6 of the KVKK, your personal data will be processed in compliance with the core principles of:

- Being in conformity with law and good faith
- Being accurate and when necessary, up-to-date
- Being processed for specified, explicit and legitimate purposes
- Being relevant, adequate and proportionate to the purposes for processing
- Being stored only for the time designated by relevant legislation or necessitated by the purposes for processing

in relation with ANKOS Association’s activities listed below.

#### **ANKOS Association’s activities:**

- Consultancy, mediation and guidance service for selecting electronic

resources that will be purchased through university policies,

- Holding exchange programs at university libraries and information centers,
- Vocational training and issuing "Education Certificates" to participants,
- Cooperating with domestic and foreign institutions and establishments about copyrights, license agreements and other consortium activities concerning librarianship,
- Forming a national network for sharing databases which process experience and institutional resources in the information services field
- Holding conferences, seminars, meetings, workshops and panels
- Carrying out work for interlibrary loans
- Publishing for contributing to the improvement of professional services
- Providing participants for national and international meetings about scholarships and tuition assistance
- Developing software for supporting the information services of university libraries
- To provide and carry out communication regarding the activities.

### **Transfer of Personal Data**

Pursuant to Article 8 and Article 9 of the KVKK, within the framework of purposes listed above, your personal data may be transferred to third parties (association or consortium members, donators, sponsors, meeting participants, cooperating stakeholders, legally capable public institutes and establishments and/or ANKOS volunteers/administrator) when deemed necessary within the scope of Personal Data processing conditions and purposes in order for ANKOS Association to maintain its activities.

### **Method and Legal Reason of Personal Data Collection**

Via channels such as:

- ANKOS E-Resource Management System (ERM)
- ANKOS Interlibrary Cooperation Tracking System (KITS)
- ANKOSLink International Meeting Registration System (MyANKOS)
- ANKOS Association Websites Communication Forms
- ANKOS Members Portal
- ANKOS Publisher Application Portal
- ANKOS Personnel Exchange Program
- ANKOS Survey System
- ANKOS Event Sites Registration Forms

and based on different legal reasons, for ANKOS Association to maintain its activities, your personal data may be collected, processed and transferred by

ANKOS Association in accordance with the core principles set forth by the KVKK, within the framework of conditions and purposes of personal data processing established in Article 5 and Article 6 of the KVKK, and for purposes hereby stated in this Information Note.

### **Rights of the Personal Data Owner**

Pursuant to Article 11 of the Law (KVKK), everyone is entitled to:

- a) Learn whether his/her personal data is being processed or not,
- b) Request information if personal data has been processed,
- c) Learn the purpose of processing of personal data and whether personal data are processed in accordance with the purpose,
- d) Learn the third parties in the country or abroad to whom personal data are transferred,
- e) Request rectification of personal data if processed incompletely or inaccurately,
- f) Request deletion or destruction of personal data within the framework of conditions set forth in Article 7 of the KVKK,
- g) Request notification of the operations made as per indents **(e)** and **(f)** to third parties to whom personal data are transferred,
- h) Object to occurrence of any result that is to his detriment by means of analysis of processed personal data exclusively through automated systems,
- i) Request compensation for damages the person incurs due to unlawful processing of personal data,

rights by applying to the data controller.

In case you make a written application to ANKOS Association regarding your rights stated above, your request will be answered free of charge max. in 30 (thirty) days based on the nature of your request.

You must deliver your application, written clearly and comprehensibly, with wet-ink signature and along with documents of your identification and address, to **ANKOS Derneđi DAP Yapı İ Ofis Merkez Mah. Kađıthane Cad. No: 3 Ofis No: 58 34406 Kađıthane İstanbul TÜRKİYE** by hand, by mail or through a notary.