



**Sustainable Development**

## **ACISELSAN ACIPAYAM SELÜLOZ SANAYİ VE TİCARET A.Ş.**

### **DISCLOSURE POLICY**

#### **PURPOSE**

Aciselsan Acıpayam Selüloz Sanayi ve Ticaret A.Ş. (“ACISELSAN”, “Company”), within the framework of the PR Management Principles, follows a transparent disclosure policy to ensure that savers, shareholders and other concerned parties are informed in a timely, complete, accurate, uninterrupted and simultaneous manner. The purpose of the disclosure policy is to share ACISELSAN's past performance, strategies, goals and vision other than trade secrets, and future expectations with authorized institutions, public, investors and shareholders simultaneously and with a transparent approach.

#### **SCOPE**

ACISELSAN Information Policy covers all groups and units operating within ACISELSAN. This policy regulates the written and verbal communication of ACISELSAN with the shareholders, stakeholders and capital market participants, and covers the issues that include what developments and information will be presented to the public, how often and through which channels, apart from the information determined by the legislation.

#### **AUTHORIZATIONS and RESPONSIBILITY**

ACISELSAN shows maximum compliance and effort to the requirements of the relevant legislation and regulations regarding public disclosure and information. The disclosure policy of ACISELSAN has been prepared and put into practice to announce to the public about important events and developments that may affect the share value and investment decision of the investors or regarding the use of rights. The Board of Directors is responsible for the monitoring, supervision and development of these policies.

The persons authorized to inform about issues such as strategy, plans and expectations, evaluation of past performance; sharing the goals and vision are the members of the board of directors and the general manager.

Our company's employees who are authorized to make disclosures on other matters can only be determined with the approval of the general manager.

## **PUBLIC DISCLOSURE METHODS AND TOOLS**

The disclosure policy is carried out through the following tools.

- Special case disclosures forwarded to BIST
- Public Disclosure Platform ([www.kap.gov.tr](http://www.kap.gov.tr))
- Corporate website ([www.aciselsan.com.tr](http://www.aciselsan.com.tr))
- Activity Reports on Financial Statements
- Information and promotional documents prepared for investors
- Advertisements and announcements made through the Trade Registry Gazette and daily newspapers
- News channels (Reuters, AP, Bloomberg, Foreks, Matriks etc.)
- Communication tools such as Electronic mail,
- Telephone, fax, etc.

## **SPECIAL CIRCUMSTANCE DISCLOSURES**

Special circumstances disclosures are made by the Investor Relations Department. Information to be disclosed to the public in line with the "Communiqué on Principles Regarding the Public Disclosure of Special Circumstances" and its Annex, Serial: VIII, No: 54 published by the Capital Markets Board, is sent to BIST by the Investor Relations Department at the time the transaction based on disclosure is made or learned. Special circumstance disclosures are available on the Public Disclosure Platform on [www.aciselsan.com.tr](http://www.aciselsan.com.tr) investor relations / ozeldurumaciklamalari and [www.borsaistanbul.com](http://www.borsaistanbul.com) Company News section.

## **DISCLOSURE OF FINANCIAL STATEMENTS TO THE PUBLIC**

ACISELSAN's 3-month interim and year-end Activity Report are prepared in accordance with the International Financial Reporting Standards within the framework of the provisions determined by the Capital Markets Board. It is audited independently for the periods stipulated by the legislation, and following the approval of the Board of Directors with the approval of the Audit Committee within the framework of the Capital Market legislation, it is communicated to the BIST via the Public Disclosure Platform together with the statement of responsibility stating its accuracy. Quarterly and annual financial statements for previous periods can be accessed on the ACISELSAN website ([www.aciselsan.com.tr](http://www.aciselsan.com.tr)).



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## **CORPORATE WEBSITE**

The information specified in the Capital Markets Board Corporate Governance Principles is included and the changes are updated on the ACISELSAN website. Past and updated information publicly disclosed on the ACISELSAN website is easily accessible.

On our website; Information about ACISELSAN's general introduction and history, contact information, partnership structure, trade registry information, articles of association, material event disclosures, power of attorney sample, board members information, periodic financial statements and activity reports, profit distribution policy, information policy is included. Maximum care is taken to keep the website up-to-date.

## **TURKISH TRADE REGISTRY GAZETTE ANNOUNCEMENTS**

General Assembly Meeting Agenda, Power of Attorneys Samples, General Assembly Meeting Resolutions and all Articles of Association Amendments including Capital Increase are announced to the public through the Trade Registry Gazette.