

SABIRLAR FINDIK SUSTAINABILITY REPORT 2017



WE ARE HAZELNUT EXPORTER

We are one of the serious exporter for Turkish Hazelnuts. We are specialized only with this product and we make export of it since 1965. We are able to supply all sizes and types. We make all processing at our own plant in Trabzon-TURKEY.





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MESSAGE OF THE CEO



To our stakeholders, business partners and organization members.

Sabırlar is family owned company in field of processing of Hazelnuts and exports 99% of its production to all business partners around the globe. Company first established in 1965 and we are very proud of being member of UN Global Compact signees. We also work with our sector partners, Government to establish sustainable hazelnut produce in Turkey. We join working groups, be part of ongoing projects and support 3rd party projects for sustainable hazelnuts production too.

I confirm that Sabırlar Findık Ihracat Ltd Sti's support to Ten Principle of UN Global Compact will continue with increasing effort. We will work on all 10 principle on the areas of Human Rights, Labor, Environment and Anti-Corruption.

We infuse all these 10 principles into our business strategy, relation with workers and suppliers and daily operations. I believe our company will be achieving both its business and social goals while actively integrating these 10 principles too. We are committed to share this information with our clients using our primary channels of communication.

Sincerely Yours,
Hasan Osman SABIR
CEO

11.April.2017

A handwritten signature in blue ink, appearing to be 'HASAN SABIR', written over a blue diagonal line.

TURKISH HAZELNUTS

It has been mentioned in historical documents that hazelnut was produced 2300 years ago in the Black Sea coast on the north of Turkey and it is known that hazelnut has been exported from Turkey to other countries for the last 6 centuries. Turkey, which is one of the few countries in the world with favourable weather conditions for hazelnut production, accounts for 75% of the global production and 70-75% of the exportation.

Hazelnut fields, widely spread in the Black Sea coasts of Turkey, have been located within 30 km from the coast towards inland. In the western Black Sea, it starts from Zonguldak (east of Istanbul) and extends to the east over the entire Black Sea like a green strip lying between the sea and the mountains almost until the Georgian boundary. 4.000.000 people are directly or indirectly related to hazelnut which has been produced on an area of 550-600 thousand hectares in Turkey, which is a fact that boosts the socio-economic importance of hazelnut. Turkey has a distinguished place among the other hazelnut producers in the world, thanks to its high quality, and maintains its leading position in production and exportation.



HAZELNUT APPLICATIONS

- Besides being consumed as snack both in Turkey and in the world, about 90% of hazelnuts are used in roasted, blanched, chopped, sliced, meal and paste form as a side-ingredient in chocolate, biscuit, confectionary industry, in making sweets, pastries and ice-cream and in meals and salads.
- With a background of about five thousand years, hazelnut has great benefits for humankind through many ways such as its fruit and wood. Hazelnut shell is used as a very valuable and high calorie fuel particularly in hazelnut growing areas in our country.
- Hazelnuts are used in confectionery to make some pralines, in chocolate for some chocolate truffles, and in some hazelnut paste products (such as Hazelnut Spreads).
- In the United States, hazelnut butter is being promoted as a more nutritious spread than its peanut butter counterpart, though it has a higher fat content.
- In Austria and especially in Vienna, hazelnut paste is an ingredient in the making of Tortes (such as Viennese hazelnut torte) which are famous there. In the Kiev cake, hazelnut flour is used to flavor its meringue body, and crushed hazelnuts are sprinkled over its sides.
- Dacquoise, a French dessert cake, often contains a layer of hazelnut meringue, and hazelnut is a primary ingredient of the vodka-based liqueur, Frangelico.
- Hazelnuts are abundantly used in Georgian cuisine, traditional Georgian snack Churchkhela or sauce Satsivi are often cooked with hazelnuts (along with walnuts).
- Hazelnut-flavoured coffee seems (to many users) to be slightly sweetened and less acidic, though the nut is low in natural saccharides. The reason for such perception is not yet understood.



SABIRLAR FINDIK PRODUCTS

Produce The Best...

We use resources to the full, and do only what we can do best.

- *Sabırlar Fındık has natural and processed ranges of hazelnuts in various qualities and bores.*
- *The production is made by the costumer specifications and by the standarts [TS3074](#) for inshell hazelnuts, [TS3075](#) for natural hazelnuts and [TS1917](#) for every type of processed hazelnuts.*
- *You can see standarts;(<http://www.turkishhazelnut.org/wp-content/uploads/2012/06/TSE-Hazelnut-Standards.pdf>)*

Hazelnut In-Shell

- **Size:**15mm/up,17mm/up,18mm/up
- **PHYSICAL SPECIFICATION**
- SIZE
- Over Size : Max. 5 %
- Under Size : Max. 5 %
- FOREIGN MATTER : Max. 0.25% shell pieces per tone
- Free of stone, wood, glass etc.
- ROTTEN : Max. 2 %
- SHRIVELLED : Max. 4 %
- TOUCHED : Max. 7 %
- BROKEN : Max. 1 %
- MOISTURE : Max. 6 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb



- **PACKAGING:**Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING:I.E.** 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility :**Snack as roasted and natural,longer shelf life

Raw Kernels

- **Size** :9/11mm,11/13mm,12/13mm,12/14mm,13/15mm

- **PHYSICAL SPECIFICATION**

- SIZE
- Over Size : Max. 5 %
- Under Size : Max. 5 %
- FOREIGN MATTER : Max. 0.25% shell pieces per tone
- Free of stone, wood, glass etc.
- ROTTEN : Max. 2 %
- SHRIVELLED : Max. 4 %
- TOUCHED : Max. 7 %
- BROKEN : Max. 1 %
- MOISTURE : Max. 6 %

- **CHEMICAL SPECIFICATION**

- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb

- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.

- **WEIGHT OF PACKING**:I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.

- **Area of Utility** :Utilized as a snack and in baking



Roasted Blanched Whole

- **Size** :10/12mm,11/13mm,12/13mm
- **PHYSICAL SPECIFICATION**
- SIZE
- Over Size : Max. 5 %
- Under Size : Max. 5 %
- ROTTEN : Max. 1 %
- SHRIVELLED : Max. 2 %
- TOUCHED : Max. 8 %
- BROKEN : Max. 2 %
- FOREIGN MATTER : Max. 5 shell pieces per tone Target : Zero
- Free of stone, wood, glass etc.
- SKIN CONTENT : 5 % to 20 % (According to buyers need)
- MOISTURE : Max. 2.8 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility** :suitable or snacking,baking,cooking. Try same as a snack,in salads,cassenoles,stir fies
Taginesbiyanis,desserts...



Roasted Chopped/Diced

- **Size:** 1-2mm, 2-3mm, 3-5mm, 4-6mm, 2-7mm, 5-7mm, 6-9mm, 7-11mm and special sizes
- **PHYSICAL SPECIFICATION**
- SIZE
- Over Size : Max. 5 %
- Under Size : Max. 5 %
- FOREIGN MATTER : 20 shell pieces per tone Target : Zero
- Free of stone, wood, glass etc.
- SKIN CONTENT : 5 % to 20 % (According to buyers need)
- MOISTURE :
- Roasted : Max. 2.8
- Blanched : Min. 3.2 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max. 5 ppb Total: Max. 10 ppb
- **PACKAGING:** Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING:** I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility :** Bakery for beakfast, ice-cream, biscuit and chocolate Due to the crunchy nature, mostly services to enhance the taste and consistency.



Natural Chopped

- **Size** :2-4mm,1.5-3mm and special sizes
- **PHYSICAL SPECIFICATION**
- SIZE
- Over Size : Max. 5 %
- Under Size : Max. 5 %
- FOREIGN MATTER : 20 shell pieces per tone
- Free of stone, wood, glass etc.
- MOISTURE : 6 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb

- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility** :Utilized in baking,ice-cream,cookies and chocolate products.



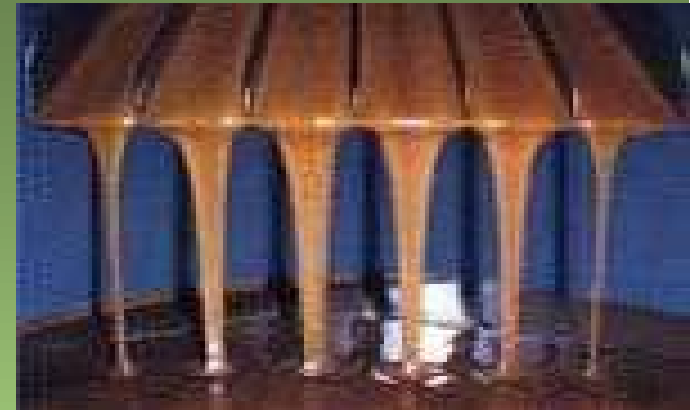
Roasted Sliced

- **Size** :1.50/3.50mm and special sizes
- **PHYSICAL SPECIFICATION**
- SIZE
- 5.6 mm Over : Min. 35 %
- 2 mm. Under : Max. 5 %
- FOREIGN MATTER : 10 shell pieces per tone Target : Zero
- Free of stone, wood, glass etc.
- FLAKE THICKNESS : 1,5/3 mm
- MOISTURE : Max 4%
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 20 kg. net = 20,50 kg. gross vacuum bags in cartons
Tare : 0,50 kg. per 20 kg. cartons.
- **Area of Utility** :Used as hazelnut essence and decorative purposes, Its crunchy form also provides variety.
Sliced hazelnuts look fantastic toppe on cakes,pastries,desserts.



Hazelnut Paste 100%

- **Size** :30 Micron to 120 Micron,Dark,Medium,Light Color
- **PHYSICAL SPECIFICATION**
- Colour : Light, Medium, Dark
- Thickness : 30 - 100 micron (According to buyers need)
- MOISTURE : Max 2.8% Min. 0,8 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:I.E. 200 kg. net drums = 218 kg. gross , food Grade Metallic Drums on pallets
Tare : 18 kg. per 200 kg. Drums.
I.E. 60 kg. net drums = 63 kg. gross , food Grade Plastic Drums on pallets
Tare : 3 kg. per 60 kg. Drums.
- **Area of Utility** :Enjoy as a spread on its own or with honey,cocoa on toast or in sandwiches.Blend into yoghurt or ice-cream.Add to a biscuit mix.Great withCrackers and your favorite cheese.
- Stir through pasta,add to base of fruit desserts and tarts.



Roasted Blanched Meal

- **Size** :0-2mm.
- **MOISTURE** :
- Roasted : Max. 2.8
- Blanched : Min. 3.2 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility** :Used instead of flour,it's wonderful for macarons,frriends,cakes,biscuits,coffee.
- Add blanched hazelnut meal to your dessert crumble toppings,add some to bread crumbs when you coat meat or fish.



Raw Meal

- **Size** :0-3mm
- **MOISTURE** : Max. 6 %
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 25 kg. net = 25,75 kg. gross vacuum bags in cartons
Tare : 0,75 kg. per 25 kg. cartons.
- **Area of Utility** :Use to thicken pasta,soups and gravy to add that extra nutty flavour.
It is ideal for adding to muesli yoghurt,ice-cream,bread,chocolates or biscuits. as a coating for fish,schnitzel or chicken,desserts...



Natural Sliced

- **Size** :0.8mm/1.0mm,1/1,2mm and special sizes
- **MOISTURE** : Max 6%
- **CHEMICAL SPECIFICATION**
- FREE FATTY ACID : Max. 1 %
- PROXIDE VALUE : Max. 5 Meg/Kg
- AFLATOXIN : B1 : Max.5 ppb Total: Max. 10 ppb
- **PACKAGING**:Polyethelene or aluminized polyethelene vacuum bags, with multilayer protection against air pressure. And outer cartons can be used.
- **WEIGHT OF PACKING**:I.E. 10 kg. net = 10,60 kg. gross vacuum bags in cartons
Tare : 0,60 kg. per 10 kg. cartons.
- **Area of Utility** : It's still a fantasic product for salads,baking , cooking recips from wold cuisines.





We support
the
**10 universal
principles**
of the
United Nations

SABIRLAR FINDIK AND UN GLOBAL COMPACT 10 PRINCIPLES

HUMAN RIGHTS

Businesses should:

Principle 1: Support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses.

SABIRLAR FINDIK ;

- ✓ We fulfill our responsibility to respect human rights by putting into practice the relevant sections of UN's Business and Human Right Guiding Principles and including these policies and process that govern all our activities.
- ✓ We work to include human rights in environmental and social impact assessments as needed. When assessing the impact of our work and relationship, we consult with people who may be affected by it, especially the indigenous people in appropriate situations, and are subject to legal requirements in force.
- ✓ As Sabırlar Fındık, we will cooperate to improve the negative effects through legitimate processes in cases where we have found that we have caused or are directly contributing to the negative effects of human rights on others.
- ✓ We will continue to assume a constructive and progressive role in multi-stakeholder initiatives involving human rights, including the Voluntary Principles for Security and Human Rights. We believe that multi-stakeholder work is an effective means of advancing reasonable standards to achieve a positive change in human rights practices.
- ✓ We ensure that our communications with governments, regulatory agencies and public authorities are consistent with our human rights commitments in this policy.
- ✓ Where there is a conflict between a legal requirement and this Policy Statement, we aim to always apply the strictest standards, as required by the Sabırlar Fındık's Business and Human Right Guidelines, without violating local laws.



LABOR STANDARTS

Businesses should uphold:

Principle 3: The freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labor;

Principle 5: The effective abolition of child labor; and

Principle 6: The elimination of discrimination in employment and occupation

SABIRLAR FINDIK;

Freedom of Association ;

- ✓ Sabırlar Fındık undertakes an open and constructive dialogue with its employees and their representatives.
- ✓ Employees have the freedom to represent themselves and participate in organizations they choose.
- ✓ Where there are no representatives or the right to choose employee's representative of employees is restricted by law, Sabırlar Fındık provides an appropriate dialogue between employees and management.
- ✓ Regardless of local regulations and legislations, employee rights to be represented in freely chosen employee, will be respected. Selected employee representatives will be provided necessary information, location etc. and will be allowed to contact with employees easily they represent.
- ✓ Employee representative will not be exposed to any discrimination.
- ✓ As Sabırlar Fındık, we have two employee representatives freely chosen among them for our blue-collar employees. These representatives are in private discussion without auditors in the workplace supervision region.



Forced Labour;

Sabırlar Fındık carefully follows “zero tolerance for forced labour” policy in business life.

- ✓ Each of our employees resigns and is free to terminate the employment contract.
- ✓ As Sabırlar Fındık, we don't have a criminal policy in our internal office regulations.
- ✓ We never show any tolerance that any employee in business does not disturb another employee.

THE POLICIES ON PROHIBITATION OF CHILD LABOUR AND REHABILITATION

The policy applies to employess in all departments covers all individulas entering employment premises Of Sabırlar Findık.

This regulation aims to remove existence of child labour in industry and brings some restrictions individuals for under the age of 18 still work at any workplace. .

1-It should be placed to an entrance door on a plate "not allowed to work under the age of 18 years old".

1. (A) In case of detection of child labour in a factory , following steps should be followed:

- I. Child labour should immediately stop working .
- II. The factory should terminate the employment of child labour. In no sense, child's future safety or welfare should not be risked.
- III. The factory should get contact with the child's parents or legal to be sent the child's main residence in a safety way. The factory is responsible transportation, accommodation and including all sorts of related expenses to be sent of the child's main residence. It should maintain records of all expenses for the child to be sent. These records will be examined to confirm whether the factory acted to the rehabilitation plan .
- IV. .If the child constitutes the main source of income for the family, the factory should safeguard a salary until the child reaches to 16 years old or to minimum legal work age. The aim is to avoid any hassle for the loss of income resulting from child's unemployment.. As option, the factory should recruit someone else in the child's family. The family member should be at least 16 years old or the minimum legal worker age. (Whichever is late) it should be recruited at his own request.
- V. The factory should remain in contact with the child's parents or legal guardians to be provided the child's welfare and confirmed the child's attention to school. The factory should maintain evidence of communication with the child's parents to be confirmed in compliance with the terms of the Rehabilitation Plan .
- VI. The factory should contact with the child's school to confirm that the child is attending classes regularly. The factory should keep all documents concerning the child being sent to school.
- VII. The Factory should consider the issue of re- recruitment of the child when he reaches the age of 16 or the legal working age (Whichever is late) .
- VIII. The factory should organize a policy that prevent to be employed of the child labor in a factory in the future. The factory should present that employment policy is practiced.

1. The age of all employees will be confirmed and determined through appropriate records by the local government agencies.
2. If there is no records of age of verification, employee will receive a certificate from a certified dentist.
3. Without proper age records, are not allowed to work of the candidate in the permises.
4. Age verification will be carried out to prove the accuracy provied by the HR in the factory.
5. Age record should be preserved in the personal file of the reletaed employee for the later confirmation.

The policy amended and entered into force on 2016. Sabırlar Fındık has never worked in child labor since it was established

Will be used for the the prohobitation of child labor.



SABIRLAR FINDIK ;

Recruitment and Employment

- ✓ Our goal in recruitment and employment (placement) is to be able to provide equal opportunities to those who will adopt the values of the company with the knowledge, skills and attitudes necessary for job, without discrimination.
- ✓ Positions are occupied through career site practices, promotions or rotation among current employees, identify information, references. The applications in the resume pool are the first example to be assessed according to business requirements in case of any vacancy for any position.
- ✓ Human Resources Department carefully watches over selecting the right person for the right position, taking into account the specific technical competencies of the position, by contacting the relevant candidates to initiate employment procedures.
- ✓ As Sabırlar Fındık, we use kariyer.net and yenibiris.com sites which are job posting sites. We purpose to find the most suitable person for necessary position, by giving job advertisements without discrimination.
- ✓ When placing a job, we always place the person who is suitable for the job without making any distinction. Every employee is assigned according to their qualifications.
- ✓ My blue-collar workers, who are heavy duty inoperable reports, are tasked with light and easy work.

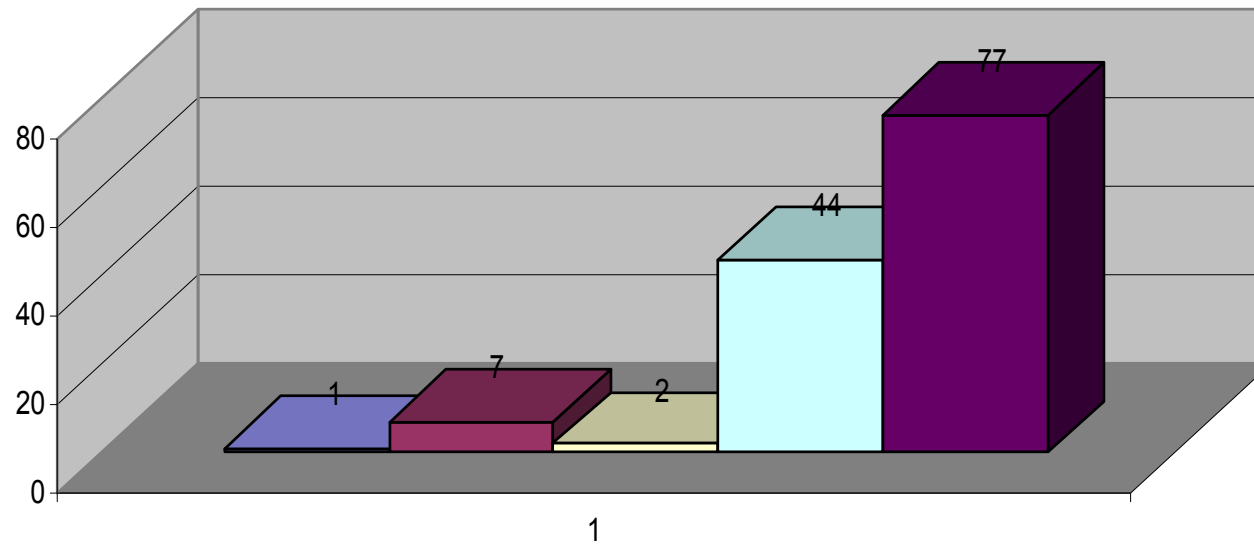


Work Force of Sabırlar Findık with Facts in 2015-2016

Sabırlar Findık Table of Number of The Employees Based on the Year :

2015-2016 Employee Number		% INCREASE
2015 Employee Number	117	10
2016 Employee Number	128	
2015 Woman Employee Number	99	12
2016 Woman Employee Number	110	
2015 Man Employee Number	18	0
2016 Man Employee Number	18	

The Table of Sabırlar Fındık 2016 Year of Education Level:



■ Master Degree (White Color) ■ Bachelor's Degree (White Color) ■ Associate Degree (White Color)
■ High School
White / Blue Color ■ Secondary Education
White / Blue Color

Work Force of Sabırlar Fındık with Facts in 2016

We respect our employees' personal differences and do not discriminate according to their personal differences. During hiring process we do not question our candidates' sex language, religion, race, political view or difference of opinion. Any practices in violation of universal human rights are considered unacceptable for Sabırlar Fındık.

<i>TOTAL OF EMPLOYEES BY AGE ;</i>			
<u>Between 18-25</u>	<u>Between 26-35</u>	<u>Between 35-45</u>	<u>Above 45</u>
18	42	40	28

EMPLOYEES BY CATEGORY;	WHITE COLLOR	BLUE COLLOR
WOMEN	7	103
MEN	18	0

SABIRLAR FINDIK WOMEN WORKERS

As Sabırlar Fındık,in the recruiment and placement process, ladies are always in our piority.

We know that there is endless beauty in every thing that a woman's han touched.

In all deparments,we have female employees from the lowest unit to the top.

85% of our employees are women and 15% are men.This will continue as well.

All of our blue- collar workers are women Our white- collar are also 7.

Blue- Collar employees in choice of female employees,the purpose is to bring women with low level s of education into business life and to open a revenue door to them from the financial side.At the same time,we are in food sector , so the work of the ladies in manufacturing department is much healtier and more suitable for us in the hygiene direction.

Our female workers are working in appropriate jobs according to their age and health conditions and not given heavy duty responsibilities to them.

As Sabırlar Fındık , we have been supporting women's employment since 1965 and we will continue to support . We are proud to continue our business life with female employees

SABIRLAR FINDIK WHITE- COLLAR FEMALE WORKERS ASSIGMENTS

ESRİN KUL	Accounter Liable
DERYA SEVİNÇ	Accounter Liable
NUR SABIR	Import- Export Liable
SEVİM GENÇTÜRK	Data Processing Teh. Liable
İLKNUR ÇOLAK	Food Labratory Liable
SENA KORAL	Quality Liable
HİLAL YEŞİLYURT	Food Engineer

SABIRLAR FINDIK WORKING CONDITIONS OF WOMEN WORKERS DURING AND AFTER PREGNANCY

- ✓ The company employees pregnant female workers in accordance with Article 74 of Labor Law No. 4857.
- ✓ According to labor law, free maternity leave is given for pregnant women workers for 8 weeks before and after birth.
- ✓ In case of multiple pregnancy, pre-natal free leave is available for 10 weeks.
- ✓ If the physician does not find it inconvenient and if the female insurer requests that the prenatal period is extended for up to 3 weeks and the prenatal leave period is added to the postnatal leave.
- ✓ In case of need for health conditions, the physician's report and leave periods before and after birth are extended.
- ✓ Pregnant workers are employed in lighter jobs suitable for their health.
- ✓ After completion of the sixteen-week leave period, (eighteen weeks in multiple pregnancies), if female workers request, they can have free leave for up to six months.
- ✓ Until the child reaches the age of one, female workers are entitled to a total of one and a half hours of milk for breastfeeding.
- ✓ The female worker himself or herself determines in what hours and in what time he will use a total of one and a half hours of milk per day.
- ✓ A total of one and a half hours milk allowance per day is mandatory for women workers to breastfeed their young children from one year of age to the day of work.
- ✓ The Company does not make any deductions from the wages of women workers who use milk leave.
- ✓ The pregnant or lactating worker is not working more than seven and a half hours a day.
- ✓ Paid leave is granted for periodic checks of female labor during pregnancy. This leave is not counted from paid annual leave.
- ✓ Female employees do not stay in the office for as long as they are pregnant until their birth by the health report.
- ✓ Mother employees who have been just have a baby do not stay in the office for more than one year following birth.



ENVIRONMENT

Businesses should:

Principle 7: Support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

SABIRLAR FINDIK ENVIROMENT MANAGEMENT

- Utilizing the most advanced processing technologies currently available in the food sector, Sabırlar Fındık produces food by fulfilling the food standards and food safety requirements in order to reach the most natural taste, the healthiest conditions, to the customers worldwide.
- In system design; it is aimed to provide customer satisfaction, employee health, safety, and participation, environmental awareness, supplier relations, sustainability of competitiveness, productivity.

Environment Policy ;

- The designated Policy for Sabırlar Fındık; " Sustainable Development and Environmental Protection "out of the way Sabırlar Fındık's in all processes;
- ✓ We are committed to complying with national and international legal regulations and other obligations which are involved in the environment in the geographies in which we operate,
- ✓ To raise environmental awareness in our employees, to create awareness of responsibilities towards the environment and to organize trainings to increase their sensitivity.
- ✓ Reducing waste at its source, recovering to the extent possible, eliminating non-recycled wastes without harming the environment,
- ✓ The result of our activities is to reduce air, water, soil pollution in big part, to prevent environmental pollution.
- ✓ To ensure that emissions resulting from our activities are released to the environment in accordance with the standards laid down in the environmental legislation,
- ✓ It is committed to using appropriate technology to control and minimize the potential impacts on the environment.

Environmental Activities

- We want to prevent environmental pollution by collecting separately in recyclable waste sources. Waste packaging wastes occur during the product packaging. The packaging wastes are given to the licensed firm. When appearing contaminant wastages, oil generated from machine maintenance, laboratory wastages and etc.. Are provided to the licensed companies. In the company at a certain periods are done the inspection of the vehicles and changing of the tires at the vehicle maintenance stations. Furthermore, thanks to the agreement made with the environmental consultancy company, employees are provided to take environmental education every month, and the information notes included in the inplant panel training are hung on the purpose of being a reminder of the grades taken.

Energy Efficiency Activities :

- ✓ The use of luminaries and bulbs with high illumination efficiency.
- ✓ The use of heat insulation jackets on the machines.
- ✓ Analyzing machine postures, improving energy efficiency with the improvements based on analysis result..
- ✓ Increase productivity through scheduled/periodic maintenance activities.
- ✓ Shutting down the radiators in unneeded areas, as a result of controlling the ambient temperatures.
- ✓ Providing the lighting system with motion sensor in the areas that are not always available.
- ✓ A water treatment plant has been carried out.

There are effectively three areas in the scope of our environmental sustainability activities:

- 1- **Water stewardship:** This involves efficient water consumption. While contributing to solutions to global water concerns, we are also developing and applying wastewater treatment processes.
- 2- **Sustainable packaging:** We enhance the efficiency of our packaging by reducing raw material usage and encouraging greater and more efficient recycling.
- 3- **Energy Efficiency :** When renewing production instruments or establishing refrigeration technologies we always consider the least energy consuming and most effective energy management solutions. We additionally plan waste management for the long term and work to minimize waste generation.

<i>Waste Water Management</i>	<i>Soil Protection Process</i>	<i>Air Protection Process</i>	<i>Solid Wastages</i>	<i>Hazardous Wastages</i>	<i>Packaging Wastages</i>
There is a water treatment plant which is subject to enviromental engineering supervision of the licensed firm.	The open and closed areas in production area are not in contact with the ground.	Regular emulsion measurments are made under the enviromental lpermit .Legal regulations are observed.	Industriyal grade solid waste is not formed.	Hazardous wastages generated in our facility are accumulated in the temporary storage, sperating according to their compositions. Hazardous wastes are delivered to the licensed company called ARDAM hazardous waste by national waste transportation form. Periodical inspection is carried out by the environmental engineer	Our packaging waste is collected in sperate stores according to types and is regularly delivered to licensed company named ÇAKIROĞLU recycling.



CERTIFICATES AND AWARDS RECEIVED BY PLANTS IN TURKEY

To produce products conforming to both quality and food safety principles and to ensure that places used are hygienic and clean , compy with ISO 9001 and ISO 22000 standards.

To manufacture and serve legal requirments to meet ISO 9001 and ISO 22000 food safety requirments.

To provide healthy, hygienic and quality service within the framework of ISO 9001 and ISO 22000 food Safety Principiles.

•We commit as Sabırlar Hazelnut in the frame of quality policy that we will comply with legal conditions,legislation and laws and continuously improve the effectiveness of our quality management system.

Picture 1 : DANGEROUS CHEMICALS / FUEL WASTE COLLECTION STORE

Picture 2 : WATER TREATMENT PLANT

Picture 3 : PACKAGING WASTE COLLECTION STORE



ANTI-CORRUPTION

Businesses should:

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

PRINCIPLES OF INCENTIVES OF BRIBERY AND CORRUPTION

Respect for Laws and Regulations

Every employee should know that he or she will receive disciplinary action against a violation of law and practice, and that he or she may be involved in public and criminal proceedings. It is strictly prohibited for the company or its employees to engage in illegal activities.

- ✓ Sabırlar Fındık expects to comply with ethical standards that go beyond local laws and practices to achieve high ethical goals. In addition to these, Sabırlar Fındık carry a torch to human rights and workers' laws, health and safety standards, protection of the environment, prevention of corruption, fair competition, taxation practices and accounting standards. Moreover it is important to harmonized with The Organization for Economic Co-operation and Development (OECD), the United Nations Declaration of Human Rights and the International Chamber of Commerce (ICC).

MAJOR RISK AREAS FOR CORRUPTION ACTIONS

To Be Contrast with Monopoly

- ✓ Sabırlar Findik is aware of rough justice as a result of breaking a law and incurring to the trade, civilian, public penal sanctions of employee or even imprisonment for some situations. In addition, third parties are at a higher risk of claiming damages from the Company as a result of violations of these rules. For this reason every Sabırlar Findik Company's employees have to understand this law and work in harmony with these laws.
- ✓ Therefore Sabırlar Findik Company's employees should be very careful and should not be involved in agreements that have the intention of sharing with the market or customer, or boycotting a customer or supplier.
- ✓ Sabırlar Findik Employees should be aware of what information is commercially sensitive, should not share this information with any competitors within the competition laws and should show attention to such information about business.

Commercial Restrictions and Export Boycotts

- ✓ Due to business objectives and interests, Sabırlar Findik operates in many countries. From time to time service, goods, software or technology embargo or any other trade prohibition may be applied to the regions due to certain local or international laws. Sabırlar Findik, As long as it does not conflict with the laws of the Republic of Turkey, operates its trade according to this boycott and embargo which are decided by relevant authorities and organizations. If one of the employee of Sabırlar Findik tCompany meets to any legal problem or dilemma, should consult Company's Compliance Officer or Legal Department

Business Partners, Suppliers and Subcontractors

The following rules are expected to comply with the employees of Sabırlar Findik;

- ✓ Introducing the principles in this document to partners, subcontractors and suppliers who work with Sabırlar Findik,
- ✓ To avoid To avoid any kind of gift, entertainment, or any other favoritism that would disrupt justice for selection of suppliers,
- ✓ Only work with suppliers, partners and subcontractors who are committed to comply with the principles here and to be sure that this commitment has been documented in writing,
- ✓ To make merit evaluation periodically to the mediators who have agreement currently and are acting behalf of the Sabırlar Findik to the suppliers, subcontractors and partners.

Following relations are prohibited for parties who have business agreement ora re employees of The Sabırlar Findik Company or acting on behalf of The Sabırlar Findik Company;

- ✓ Accepting gifts or entertainment from the parties involved in the procurement procedures of Sabırlar Findik, except in cases where prior approval has been obtained from the Compliance Officer or permitted under the principles outlined in this document,
- ✓ The sharing of confidential business information (bid prices or other commercial information) of any subcontractor, supplier or business partner with subcontractors, suppliers or partners involved in the same process.

Working with Mediator

- ✓ In case of working with mediator, Sabırlar Fındık Company's manager to be sure that reputation, history, capacity and sufficient of the mediator by performing Sabırlar Fındık Company Validity Evaluation. The agreement which is signed between Sabırlar Fındık Company and Mediators have to reflect the relationship between the parties in a true, complete and complete manner.

Working with Mediator

- ✓ In case of working with mediator, Sabırlar Fındık Company's manager to be sure that reputation, history, capacity and sufficient of the mediator by performing Sabırlar Fındık Company Validity Evaluation. The agreement which is signed between Sabırlar Fındık Company and Mediators have to reflect the relationship between the parties in a true, complete and complete manner.

Political Activities

- ✓ Sabırlar Hazelnut does not support politicians or political parties and does not pay political parties, organizations and their representatives.
- ✓ Employees are free to participate in democratic political activities but must inform the Compliance Officer in advance and these activities should be conducted without reference to Sabırlar Fındık and without Sabırlar Fındık resources.

Approach to Public Servants

- ✓ Sabırlar Fındık does not let to direct or indirect payments, cash or any other kind, gift, promise or other advantage, and direct or an intermediary thereof, through a close family member or agency of a vehicle, any public official, political party Or to the third party to cause the violation of the law, gift, interest or promise.
- ✓ When establishing a relationship with public officials, the necessary due diligence must be demonstrated.
- ✓ Sabırlar Fındık Company does not allow any gifts, payments or valuables that are not in this Code to be offered to the Public Officers.
- ✓ If the catering expenses made by the Public Officials create a suspicious condition regarding the rules here, the Compliance Officer or the management of the Company should be consulted.
- ✓ The cost of the Public Officer will not be approved if the costs incurred by the Public Officer violate anti-corruption laws that bind the employer or if the public will be perceived as bribe or improper payment by the public.

Prevention of Money Laundering

- ✓ Sabırlar Findık does not allow using of resources by individuals and institutions for money laundering and the legal representation of these illegal sources in any way.

Sabırlar Findık never helps to make money, do not abandon or obscure, that is;

- ✓ Sabırlar Findık always obeys to the laws which includes anti money laundering politics,
- ✓ Sabırlar Findık questioned its merit of the parties to take all the precautions,
- ✓ Sabırlar Findık Company always works with reliable and reputable subcontractors, suppliers and business partners to ensure that the source of the money is reasonably followed.

Sabırlar Findık is responsible for branches or subsidiaries, lobbyists, senior managers, board members, employees, contract employees, mediator and payments which are made by anyone who are acting on behalf of Sabırlar Findık and particularyl payments which are made to subcontractors, suppliers or business partners in suspicious activities.

Sabırlar Findık employees never act about the issues without the approval of top managers and the Compliance Officer,

- ✓ Employees should not pay people who are not entitled to take the money legally or who are not involved as a party to the transaction,
- ✓ Emploeyss do not receive payments from persons who are not entitled to legally receive the money or who are not involved in the transaction,
- ✓ Employees should not expect cash money receive in person, despite having a secure banking system,
- ✓ Employees should not make incompatible shipments with standard procedures of Sabırlar Findık Company,
- ✓ Do not exchange transactions with unauthorized institutions
- ✓ Sabırlar Findık It is strictly forbidden to make a promise or condition that a hazelnut employee, his / her officer or his / her director will be able to monetize or gain any advantage or improperly obtain a job, reward a decision or use a source.
- ✓ Sabırlar Findık A hazelnut employee can not respond to a request made for the same purpose. This improper advantage applies directly or indirectly, in the form of assistance from third parties, or in the case of a request from the intermediary, supplier, subcontractor, joint venture or affiliate.
- ✓ Bribery or any benefit is strictly prohibited due to a decision to provide a third party with money or any advantage of ona of the Sabırlar Findık Company.
- ✓ Facilitated payments are payments made by legal channels to accelerate compulsory administrative procedures and formalities. To avoid any dilemma, Sabırlar Findık forbid such payments in principle. Such payments will be recorded in the accounts and reported to the Compliance Officer.

Gifts, Meals and Accommodations

- ✓ There is no way to give a gift or any entertainment in order to influence a business decision or to get an advantage. Same situation is valid for gifts.
- ✓ It should not allow to any gifts, money, debts, invitations or similar special treatment proposals, family members or relatives accept it, and family members and relatives are offered similar offers to affect decisions about the business with Sabırlar Fındık. For this reason, employees and persons who are acting on behalf of the Sabırlar Fındık Company, must not accept any gifts, directly or indirectly, except for promotional items with a corporate logo on it and a minimal or negligible value. In case of misunderstandings, the gifts received will be handed over to Sabırlar Fındık quickly and the gift received will be treated as a fixture of Sabırlar Fındık.
- ✓ Offers for entertainment such as social events or meals may accept if there is a clear and fair business relationship. The cost of hosting should be kept as low as possible and the information about the persons accommodated should be documented. Employees who are working for Sabırlar Fındık should receive travel, accommodation and similar expenses. In order to provide or benefit from gifts, hospitality and similar benefits, it is necessary to obtain top management approval beforehand; But he / she can act on his / her own initiative when he / she is absolutely sure of the situation without violating the rule. Even if there is no prerequisite during admission, consultation with the top manager of the person is recommended for transparency and compliance.

Approach to Public Servants

- ✓ Sabırlar Hazelnut does not let to direct or indirect payments, cash or any other kind, gift, promise or other advantage, and direct or an intermediary thereof, through a close family member or agency of a vehicle, any public official, political party Or to the third party to cause the violation of the law, gift, interest or promise.
- ✓ When establishing a relationship with public officials, the necessary due diligence must be demonstrated.
- ✓ Sabırlar Hazelnut Company does not allow any gifts, payments or valuables that are not in this Code to be offered to the Public Officers.
- ✓ If the catering expenses made by the Public Officials create a suspicious condition regarding the rules here, the Compliance Officer or the management of the Company should be consulted.
- ✓ The cost of the Public Officer will not be approved if the costs incurred by the Public Officer violate anti-corruption laws that bind the employer or if the public will be perceived as bribe or improper payment by the public.

Social Investments, Charities and Political Aids

- ✓ Although contributions for social and aid purposes are accepted by legal and international business circles, they should be carefully examined against the risk of corruption. Under no circumstances may contributions for social or charitable purposes be made on behalf of the company to influence, decide or withdraw an entity, and in particular a public official.
- ✓ Employees, officers, branches and subsidiaries, at the same time subcontractors, suppliers and business partners, mediators, lobbyists and employees who are acting on behalf of Sabırlar Hazelnut should not provide any political assistance or support a political person or party.

Cash Deposit Movement

- ✓ Sabırlar Fındık must create and operate a mechanism to control, record and report cash cash transactions. In principle, every transaction must be controlled and recorded and reported.
- ✓ To reduce this risk Sabırlar Hazelnut should create a reliable control mechanism over the use of cash registers and related accounting records.
- ✓ Cash register movements are only used when electronic payments or bank transfers are not possible. All cash cash movements must be recorded in the accounting account, regardless of their coincidental value, and compared to the original invoices clearly showing the purpose of the expenditure.
- ✓ All advance cash movements must be based on a claim form that explains in writing the amount of the claimant's demand reason and the estimated payment. The written request form must also be signed by the manager of the requestor at the same time.
- ✓ All cash deposit expenditure costs must be recorded along with the original receipt or invoices of the expenditures. Sabırlar Fındık should have a cash register to record all cash cash movements. Reconciliation work should be done on the cash book by Sabırlar Fındık, monthly or at least once every 3 months.

ANTI-CORRUPTION RISK AUDIT

Head of Anti-Corruption

- ✓ The Assistant General Manager of Compliance and Internal Control, appointed by the Board of Directors,
- ✓ President of Anti-Corruption's responsibilities described as follows
- ✓ Develop, define, publish and supervise an effective anti-corruption program.
- ✓ Develop and publish compliance rules that set anti-corruption standards.
- ✓ Provides advice on anti-corruption issues.
- ✓ Investigation of reported major corruption actions and the anti-corruption program
- ✓ Coordination and supervision.

Responsible of Fighting Against Corruption

- ✓ The Ethics Code and the Personnel Expert appointed by the Board of Directors is responsible for the anti-corruption as follows:
- ✓ To develop, define, implement and supervise an effective anti-corruption program.
- ✓ Adoption of the Group rules, the addition of the necessary actions in accordance with all relevant legal and regulatory requirements, and the correct implementation of group rules Coordination.
- ✓ Providing advice on the anti-corruption program.
- ✓ Employees should be assessed on the status of anti-corruption issues It helps.
- ✓ Investigate any reported corruption activity.
- ✓ To this end, the responsibility for combating corruption, in cases of suspicious or actual corruption, to investigate the subject, to request and examine all kinds of documents and to transfer them to the Board of Directors when necessary.
- ✓ The corruption control officer reports to the Financial Crimes Prevention Division any current money laundering suspicion in violation of current data protection, privacy rules and law, or in case of actual or attempted corruption.

INTERNAL ASSESMENT OF POSSIBLE VIOLATIONS

- ✓ All employees of Sabırlar Fındık Company must report the possible violation of these rules immediately. Suspicious violations may be reported to any member of the employee's manager, manager's manager, Compliance Officer, Compliance Committee or Board of Directors, as well as other reporting mechanisms established by the Company.
- ✓ Sabırlar Fındık Company prohibits the sanction against the person making the notification in good faith. All notices and notices must be followed up by the Compliance Officer and taken seriously. Notifications should be made anonymously, and if not done anonymously, the Compliance Officer and the Compliance Committee should keep the notice source confidential.
- ✓ A manager who receives a report containing a violation of anti-corruption laws and regulations must forward the report in writing to the Compliance Officer in a timely manner.
- ✓ The Compliance Officer must ensure that the necessary action is taken and that any issues or questions that arise as a result of the reports should be considered within the scope of the training and meetings.
- ✓ Employees are trained in the anti-corruption program on legal Awareness-raising programs. Secure and accessible communication channels are provided to communicate employees' notifications.
- ✓ Training on legal requirements through the anti-corruption program; and awareness programs are arranged for employees of the Company.

SOCIAL RESPONSIBILITY

As We Sabırlar Fındık ;

Sabırlar Fındık, by supporting the studies “UNICEF Turkey National Committee in Turkey and children in a disadvantaged situation in the world to be able to reach their basic goal and providing contribution to those studies for those children to reach healthy life and education services and reach to equal rights with their peers , are awarded to “UNICEF SILVER WING!!

As Sabırlar Fındık, by monthly regular support, As being UNICEF Turkey National Committee’s “silver Wing” owner, we are contributing to the realization of long- term work that makes permanent changes in children as well as basic needs of these children.

Happiness to make children happy by donating to UNICEF we continue to work with social responsibility awareness.

By the membership of UNICEF Silver Wing, We are proud to support UNICEF working and struggling for children that have the right life and development, self- expression, non- discrimination and to reach the highest benefits.

You can see our membership;
“http://www.unicefturk.org/yazi/duzenli_kurumsal”



unicef  
70 YEARS FOR EVERY CHILD

Supporter of UNICEF Turkish National Committee's
work for Child Rights

**DERNEK GELİRLERİ
ALINDI BELGESİ**

Cilt No:

SERİ: **B**

SIRA **Nº 07045**



Derneğin

Adı : UNICEF Türkiye Milli Komitesi Derneği

Merkezi : Bilkent Üniversitesi 2. Cadde 3. Sokak Bilkent - ANKARA

Kütük No : 0602188

PARAYI YATIRANIN

Adı ve Soyadı (*)

Babirler Fındık İhr. Ltd. Şti

T.C. Kimlik No.

22222222222222222222

Yerleşim Yeri (*)

Çarşı No 34 Tuzluca

*İşbu maktuz, T.İş Bankası'na
6.10.2016 Tarihli Dekontuza istinade
Düzenlenmiştir.*

(*) Bağış yapının isteğine bağlı olarak doldurulur.

GELİRİN ÇEŞİDİ

TL - KR

*Tuzluca Çocuk
İşleri Projesi*

6.000.-

Yalnız

Altıbin

TL

KR Tahsil

PARAYI
TAHSİLEDENİN

Adı ve Soyadı : *Alaor Olalı*

MASUH YENİCİ

07.10.2016

unicef

İMZA

**TÜRKİYE MİLLİ KOMİTESİ
İSTANBUL TEMSİLCİSİ**

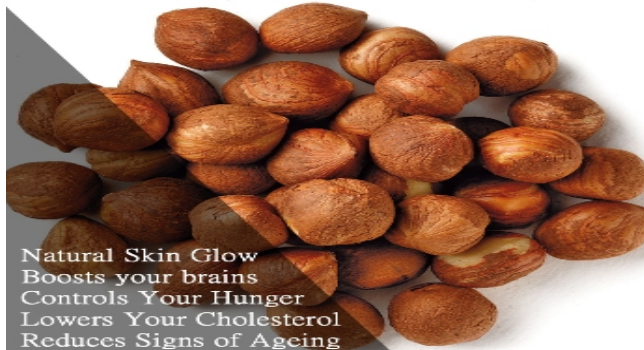
Yetki Belgesi Tarih ve Numara 1-3-88/18-2

CONCLUSION

We as Sabırlar Fındık, we oppose the discrimination of women in business life, give more importance to women's employment. This is not only number, but also working environment provided for women, career opportunities and discrimination in recognized rights. In this context, we develop the "Equality Platform at Work" by making our knowledge permanent. We commit ourselves to support the work we have done for women's employment for years and continue with the Global Compact 10 principles consciousness that we will never compromise our ethical values in business life.



Hazelnuts Benefits



Natural Skin Glow
Boosts your brains
Controls Your Hunger
Lowers Your Cholesterol
Reduces Signs of Ageing
Strengthens Your Hair
Gives you a lot of energy
Improves Digestion
Used While Creating Dishes



CONTACT

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