

Annex 5: Reporting Guidelines for Integrated Annual Report 2025

This reporting guidance ("Guidance") provides information on the data preparation and reporting methodologies of indicators within the scope of the independent audit in the 2025 VakıfBank ("Bank") Integrated Annual Report. These indicators consist of financial and operational indicators (total amount of loans granted to SMEs, number of renewable energy projects supported by financing, amount of financial support and installed capacity, number of digital banking customers), social indicators (ratio of female employees, number of employees in management bodies [manager level and above], number of employees benefiting from maternity leave, number of employees returning to work after maternity leave, rate of women returning to work after maternity leave, number of employees still employed 12 months after returning from maternity leave, employee turnover rate, average seniority by gender, rate of internal promotions to upper-level positions, number of disabled employees, total training hours, average training hours per employee, share of digital trainings in total training, occupational health and safety), and environmental indicators (energy consumption, other environmental indicators, carbon emissions, energy consumption per employee [GJ/employee], carbon emission intensity [Scope 1 and 2] per surface area [kgCO₂e/m²]). It is the responsibility of the Bank's management to ensure that appropriate procedures are in place to prepare the indicators mentioned above in line with, in all material respects, the Guidance.

The data included in this guideline is for the FY 25 (1 January – 31 December 2025), fiscal year ended December 31, 2025, and as detailed in the "Key Definitions and Reporting Scope" section comprises only the relevant operations in Türkiye and in the World that are the responsibility of the Bank by excluding information about group companies, affiliates, and subcontractors.

General Reporting Principles

In preparing this guidance document, consideration has been given to following principles:

- In the preparation of information - to emphasize the basic principles of relevance and reliability of information to users of information,
- To highlight the primary principles of comparability/consistency with other data including prior year and understandability/transparency, providing clarity to users in information reporting.

Key Definitions and Reporting Scope

For the purpose of this report, the Bank defines:

Type	Indicator	Scope
Financial and Operational Indicators	Total Loans Amount Extended to SMEs	This indicator refers to the remaining principal amount of the Bank's commercial loans extended to SMEs during the reporting period. It is calculated by the Bank's Credit Reporting Department.
	The number of renewable energy projects financed as well as the amount of funds provided and installed power	This indicator refers to the number of renewable energy projects financed by the Bank, the amount of financing provided to these projects, and the installed power within the scope of Sustainable Energy Financing during the reporting period. In this context, Hydroelectric Power Plant (HPP), Geo-thermal Power Plant (GPP), Biomass Power Plant (BPP), Biogas Energy Plant, Solar Energy Plant (SEP) and Wind Power Plant (WPP) renewable energy projects are assessed.
	Number of Digital Banking Customers	It refers to the number of digital banking customers within the reporting period. Digital banking includes internet and mobile banking channels. Digital Banking definitions have been made, and it refers to the number of customers assigned to Digital.
Social Indicators	Ratio of Female Employees	This indicator only refers to the gender distribution of the total staff of the Bank (excluding subsidiaries and group companies) during the reporting period.
	Number of Employees in Managing Bodies (Manager and Higher Level)	This indicator only refers to the distribution of employees of the Bank (except subsidiaries and group companies) in managing bodies (manager and higher level) by age groups and gender. The employees in managing bodies include the General Manager, Executive Vice President, Chief Legal Advisor, Assistant Chief Legal Advisor, Executive's Legal Advisor, Head, Assistant Head, Coordinator, Regional Manager, New York Branch General Manager, Manager, New York Branch Manager.
	Ratio of Female Employees that Returned to Work After Maternity Leave	It indicates the ratio of female employees who have taken the maternity leave but did not leave the Bank once they returned from maternity leave during the reporting period among all female Bank employees who have taken the maternity leave during the reporting period.
	Number of Employees Benefited from Maternity Leave	It is the sum of female employees who have taken postpartum leave and

Annex 5: Reporting Guidelines for Integrated Annual Report 2025

Type	Indicator	Scope
Social Indicators	Average Years of Seniority Broken Down by Female and Male Employees	It refers to the average length of time the Bank's total employees (excluding subsidiaries and group companies) have worked at the Bank, broken down by gender, during the reporting period.
	Filling Rate of Top Positions with Internal Promotion	This indicator refers to the rate of occupation of a vacant position with the current Bank employee instead of the external recruitment during the reporting period. The scope of "top positions" is as described for "Managing Bodies" above. Employees who have been promoted to top positions are included in this indicator.
	Employee Turnover Rate	This indicator refers to mean the ratio of those leaving the job by the resignation and termination of employment to the average number of employees. Employee turnover rate is calculated according to the following formula: Total Number of Employees Leaving from Work (Resignation and Termination of Employment) / Average Number of Employees * 100; Average Number of Employees = (Number of Employees per Semester + End of Semester Employees) / 2
	Number of Disabled Employees	This indicator only refers to the number of employees of the Bank (excluding subsidiaries and group companies) with disabilities during the reporting period.
	Average Training Hours per Employee	This indicator only refers to the ratio of the total hours of in-class and digital (online) training provided to employees to the total number of employees during the reporting period.
	Total Training Hours	This indicator only refers to the total hours of in-class and digital (online) training provided to employees during the reporting period.
	The ratio of digital training to total training	This indicator refers to the ratio of the digital (online) training hours provided to the Bank employees to the total training hours during the reporting period.
	Occupational Health and Safety	This indicator includes number of accidents, number of fatalities, number of occupational diseases, injury rate (IR), occupational disease rate (ODR), lost day rate and absenteeism rate of employees during the reporting period.
Environmental Indicators	Energy Consumption (Gj)	This indicator only refers to the amount of energy directly and indirectly consumed during the Bank's operations (Head Office, Regional Directorates, Branches, Storehouses, ATMs (offsite)) at every location where the Bank performs its operations.
	Electricity consumption (kWh)	This indicator refers to the total amount of electrical energy purchased during the reporting period and used in air conditioning, lighting, electrical appliances and other operations requiring electricity at the relevant locations.
	Natural gas consumption (m ³)	This indicator means the total purchased natural gas (volume-m ³) consumption used for heating, cooking, and other business operations that require natural gas at all relevant locations of the Bank during the reporting period.
	Diesel fuel (l)	This indicator refers to the total purchased diesel fuel (volume - l) consumption used for heating, generators, and company-owned cars at all relevant locations of the Bank during the reporting period.
	Heating oil (l)	This indicator refers to the total heating oil (Fuel-oil No: 4) (volume - l) consumption used for heating at all relevant locations of the Bank during the reporting period.
	Coal (kg)	This indicator refers to the total amount of imported coal (by mass-kg) purchased and used for heating at the relevant locations during the reporting period.
	Gasoline (l)	This indicator refers to the total purchased gasoline (volume - l) consumption used for company-owned cars at the relevant locations of the Bank during the reporting period.
	Electricity consumption per employee (MWh/Employee)	It refers to the amount of energy consumed directly and indirectly per employee during the reporting period.
	Other Environmental Performance Data	
	Water consumption (m ³)	This indicator refers to the total municipal water and dispenser size bottled water consumption (by volume - m ³) during the reporting period.
	Paper Consumption (ton)	This indicator refers to the total paper consumption amount (by weight-ton) in printers, printing services, and queue management systems at all locations where the Bank's operations are conducted during the reporting period.
	Amount of recycled paper (ton)	This indicator refers to the weight of recycled paper waste consumption amount (by weight - ton) during the reporting period.
	Carbon Emissions ton CO₂-e	
	Scope 1	This indicator refers to greenhouse gas emissions resulting from the consumption of natural gas, diesel, heating oil, coal, and gasoline, as well as the use of refrigerant gases and fire extinguishers at the Bank's relevant locations during

Type	Indicator	Scope
Environmental Indicators	Scope 3	It refers to the greenhouse gas emissions due to bank employees' transportation to work, business-related travels by plane, use of potable and tap water, waste oil, wastes (plastic, glass, metal, paper), purchased capital assets, card printing, cargo and registered mail transmission, and paper use and disposal during the reporting period.
	Carbon Emission Surface Area Density (kg CO ₂ -e/m ²)	This indicator refers to the ratio of Scope 1 and 2 emissions per unit indoor surface area (m ²) in all relevant locations of the Bank during the reporting period.

4. Preparation of Data

Social Indicators

Occupational Health and Safety (OHS) Indicators

The following formulas are used to calculate OHS data. The average number of employees during the re-orting period is taken into account when calculating the total annual working hours.

Injury Rate (IR) = [(Number of accidents) / (Total Annual Working Hours)] x 200,000

Occupational disease rate (ODR) = [(Number of occupational diseases) / (Total Annual Working Hours)] x 200,000

Lost day rate = [(Total Absenteeism Day caused by Accident) / (Total Annual Working Days)] x 100

Absenteeism rate = [(Total Absenteeism*) / (Total Annual Working Hours)] x 100

* Annual paid leave/compensatory time off, unpaid leave, hourly leave and maternity leaves are not included. All types of leave, including training, administrative, personal, medical, and union-related leave, are included.

Environmental Indicators

Energy Consumption

Energy consumption data are reported for primary fuel sources, including electricity, natural gas, heating oil, coal, diesel, and gasoline.

Electricity and natural gas consumption data are obtained from supplier meters and service provider in-voices. Diesel consumption for the use of heating, generators, company owned cars and employee commuting data are obtained from service provider invoices. Heating oil consumption for the use of heating data are obtained from service provider invoices. Coal consumption for heating is obtained from service providers' invoices. Gasoline consumption for the use of company owned cars data are obtained from service provider invoices.

The Bank has used the following published conversion factors:

- For electricity, since the electricity supply unit is billed in kWh, 1 kWh=0.0036 GJ is used as GJ conversion factor.
- For natural gas consumption billed in m³, the conversion factor [1 m³ * 34,541,100 (Joule/ton) * 1.033042 (Calorific Value)] * 1,000 is used; for consumption billed in kWh, it is first converted to m³ using the 'k' factor of 10.836911, after which the conversions specified above are applied.
- For diesel, since the diesel supply unit is billed in liters, the conversion factor [1 L * 0.833 (kg/L) * 0.000001 (Gg/kg) * 43 (TJ/Gg)] * 1000 (GJ/TJ) is used to convert to GJ.
- For gasoline, since the gasoline supply unit is billed in liters, the conversion factor [1 L * 0.75 (kg/L) * 0.000001 (Gg/kg) * 44.30 (TJ/Gg)] * 1000 (GJ/TJ) is used to convert to GJ.
- For heating oil, since the heating oil supply unit is billed in liters, the conversion factor [1 L * 0.98 (kg/L) * 0.000001 (Gg/kg) * 40.4 (TJ/G

Annex 5: Reporting Guidelines for Integrated Annual Report 2025

Carbon Emissions 2025

Scope 1, scope 2 and scope 3 carbon emissions are calculated and verified in accordance with ISO 14064-3 and with the operational control principle within the framework of the “GHG Protocol Corporate Accounting and Reporting Standard.”

CO₂ equivalent factors for emissions CO₂, CH₄, N₂O, and HFCs (refrigerant gas) were used in calculations. The emission factors used are detailed in the table below. Global Warming Potential (GWP) coefficients were taken from Intergovernmental Panel on Climate Change (IPCC) 6th Assessment Report, and the resultant ton CO₂-e value was calculated by multiplying with the appropriate coefficients. The total ton CO₂-e value is calculated by multiplying the appropriate coefficients. Grid emission factor has been calculated by using the relevant annual data provided by Turkish Electricity Transmission Company (TEİAŞ). Scope 3 emission factors are taken from DEFRA 2025.

Scope 1		
Emission Factor	Value	Unit
Natural Gas	0.001810	Ton CO ₂ eq/ m ²
Diesel (fixed)	0.002670	Ton CO ₂ eq/l
Fuel Oil	3.338843	Ton CO ₂ eq/Ton
Coal	0.003477	Ton CO ₂ eq/kg
Mobile Combustion - Diesel	0.002696	Ton CO ₂ e/l
Mobile Combustion - Gasoline	0.002398	Ton CO ₂ eq/l
Refrigerants - R22	1,960.000000	Ton CO ₂ e /ton
Refrigerants - R32	771.000000	Ton CO ₂ eq/Ton
Refrigerants - R410A	2,255.500000	Ton CO ₂ eq/Ton
Refrigerants - R134A	1,530.000000	Ton CO ₂ eq/Ton
CO ₂	1.000000	Ton CO ₂ e/kg

Scope 2		
Emission Factor	Value	Unit
Electricity - Türkiye	0.434000	Ton CO ₂ e/MWh
Electricity - Iraq	0.982800	Ton CO ₂ e/MWh
Electricity - United States	0.486000	Ton CO ₂ -eq/MWh
Electricity - Bahrain	0.615600	Ton CO ₂ e/MWh
Electricity - Qatar	0.637200	Ton CO ₂ eq/MWh
Natural Gas	0.001810	Ton CO ₂ eq /m ²

Scope 3		
Emission Factor	Value	Unit
Transportation	0.000197	Ton CO ₂ e / ton*km
Mail Sending	0.000030	Ton CO ₂ e/unit
Employee Service	0.000269	Ton CO ₂ eq /Km
Raw Material Sourcing - Printing Paper	1.345078	Ton CO ₂ e/ton
Raw Material Sourcing - Office Paper Consumption	1.345078	Ton CO ₂ eq /Ton
Raw Material Procurement - Paper Consumption Queue Management System	1.345078	Ton CO ₂ e/Ton
Raw Material Procurement - Metal Card	5.114621	Ton CO ₂ eq/Ton
Raw Material Sourcing - Plastic Card	3.354281	Ton CO ₂ eq /Ton
Domestic Business Flights	0.000136	Ton CO ₂ eq /Passenger-km
Business Flights for Business Purposes, Short-Haul (<3,700 km)	0.000112	Ton CO ₂ e/Passenger-km
Economy Flights for Business Purposes, Short-Haul (<3,700 km)	0.000074	Ton CO ₂ eq /Passenger*Km
Business Flights for Business Purposes, Long-Haul (>3,700 km)	0.000201	Ton CO ₂ eq /Passenger*Km
Economy Flights for Business Purposes, Long-Haul (>3,700 km)	0.000069	Ton CO ₂ eq /passenger*km
Mains Water	0.000191	Ton CO ₂ -eq/m ³
Treatment of Discharged Water	0.000171	Ton CO ₂ eq/m ³
Drinking Water	0.000191	Ton CO ₂ eq/m ³
Fixed Assets - Electrical items - IT	24.865476	Ton CO ₂ eq / Ton
Fixed Assets - Electrical items - large	3.267000	Ton CO ₂ eq / Ton
Fixed Assets - Electrical items - small	5.647946	Ton CO ₂ eq / Ton
Fixed Assets - Electrical items - fridges and freezers	4.363333	Ton CO ₂ e / ton
Waste - Waste oil	0.004686	Ton CO ₂ eq / Ton
Waste - Toner	0.004686	Ton CO ₂ eq / Ton
Waste - Battery	0.004686	Ton CO ₂ eq / Ton
Waste - Fluorescent	0.004686	Ton CO ₂ eq / Ton
Waste - Disposed card	0.004686	Ton CO ₂ eq / Ton
Waste - Glass waste	0.004686	Ton CO ₂ eq / Ton
Waste - Paper waste	0.004686	Ton CO ₂ eq / Ton
Waste - Mixed waste	0.004686	Ton CO ₂ eq / Ton
Waste - Metal waste	0.004686	Ton CO ₂ eq / Ton
Waste - Plastic waste	0.004686	Ton CO<