#### APPROVED

By the decision of the General Meeting of Shareholders of the JSC «BIOKIMYO» of June 29, 2022

> Sh.Abdujabbarov Chairman of the General Meeting

> > (stamp)

## **PROVISION**

# «On General Meeting of the Shareholders» Of the Joint-Stock Company «BIOKIMYO»

(new edition)

Yangiyul city – 2022

### **TABLE OF CONTENTS**

1.	General rules.	3
2.	Competence of the General Meeting of Shareholders and decisions	3
3.	Rights to participate in the General Meeting.Registration of shareholders and their authorized representatives.	5
4.	Preparation for the Annual General Meeting of Shareholders	5
5.	Preparation for the Extraordinary General Meeting of Shareholders	6
6.	Quorum of the General Meeting of Shareholders.	8
7.	Working bodies of the General Meeting of Shareholders	9
8.	The procedure for maintaining the General Meeting of Shareholders	10
9.	Minutes of the General Meeting of Shareholders	11
10.	Implementation of the decisions of the General Meeting of Shareholders	12
11.	Appendix-1. Form of the LIST of REGISTRATION of the General Meeting of Shareholders of the Company	13
12.	Appendix-2.Form of ballots for voting	14
13.	Appendix-3, 3a. Form of POWERS OF ATTORNEY.	15
14.	. Appendix-4.Form of the NOTICE on holding General shareholder meeting	16
15.	Appendix-5.Form of OFFERS of the agenda of General meeting	16
16.	Appendix 6. Form of the Requirement of the shareholder (shareholders) owning not less than 5 percent of voting shares of the company	17

#### 1. General rules

1.1. This provision determines the status and regulates the work of the General Meeting of Shareholders of the joint-stock company BIOKIMYO (hereinafter referred to as the Company), the procedure for its holding and decision-making.

1.2. This Regulation was developed in accordance with the Law of the Republic of Uzbekistan dated May 6, 2014 No. ZRU-370 "On Joint Stock Companies and Protection of Shareholder Rights" (hereinafter referred to as the Law), with the minutes of the Commission on increasing the efficiency of joint stock companies and improving the system Corporate management dated December 31, 2015 No. 9 "Code of Corporate Governance" (hereinafter referred to as the Code) and the Charter of the Company.

1.3. The Company is obliged to hold annual General Meeting of Shareholders (annual General Meeting of Shareholders).

1.4. The Annual General Meeting of Shareholders is held within the time limits established by the company's charter, but no later than six months after the end of the fiscal year. Usually in in second half at May month. Usually in the second half of the month of June every year.

The annual General Meeting of Shareholders shall decide on the election of the Supervisory Board and the Audit Commission of the Company, as well as review reports on the measures taken to achieve the company's development strategy, according to the company's annual report, and other documents in accordance with the Law.

Shareholders (shareholder) holding in aggregate at least one percent of the company's voting shares within a period not later than ninety days after the end of the financial year of the company, if the company's charter does not set a later date, may bring issues to the agenda of the annual General Meeting of Shareholders and Nominate candidates for the Supervisory Board and the Audit Commission of the company, the number of which can not exceed the quantitative composition of this body.

Information and communication technologies may be used in holding general meeting of shareholders to enable registration for remote participation in general meeting, discussion of items on the agenda and taking decisions on issues put to vote. General procedure of remote participation in general meeting of shareholders and remote electronic voting with the use of information and communication technologies shall be established by the authorized state body on regulation of securities market.

1.5. General meetings held in addition to the annual general meetings of shareholders are considered extraordinary.

An extraordinary General Meeting of Shareholders is held by decision of the Company's Supervisory Board on the basis of its own initiative, a written request of the Audit Commission (Auditor), and also a shareholder (shareholders) owning not less than five percent of the Company's voting shares as of the date of the written request.

1.6. The date and procedure for holding the General Meeting of Shareholders, the procedure for notifying shareholders of the General Meeting of Shareholders, the list of materials (information) provided to shareholders in preparation for the General Meeting of Shareholders shall be established by the Company's Supervisory Board.

1.7. The date of the General Meeting of Shareholders can not be set less than twenty-five and more than thirty days from the date of the decision to hold it..

#### 2. Competence of the General Meeting of Shareholders and decisions

2.1. The competence of the General Meeting of Shareholders includes:

• introduction of amendments and additions to the Charter of the Company or approval of the Company's Charter in a new wording, exceptions are decisions making amendments and additions to the Company's Charter on increasing the Statutory Fund;

• reorganization of the company;

• liquidation of the company, appointment of a liquidator (liquidation commission) and approval of interim and final liquidation balances;

• determining the number of members of the Supervisory Board and the committee of minority shareholders of the company, electing their members and early termination of their powers;

• determination of the maximum amount of declared shares;

• Reduction of the Company's Charter Fund;

• acquisition of own shares;

• approval of the organizational structure of the company, election (appointment) of the Chairman of the company, here the election (appointment) of the Chairman of the company is carried out according to the competition. Foreign managers can also take part in the competition;

• election of members of the Company's Audit Commission and early termination of their powers;

• distribution of profits and losses of the company;

• hearing the reports of the Supervisory Board and the conclusions of the Company's Auditing Commission on matters within their competence, including compliance with the requirements for the management of the company, established by the legislation;

• decision-making on the non-use of the pre-emptive right provided for by this Law and the Charter;

• approval of the regulations of the General Meeting of Shareholders;

• splitting and consolidation of shares;

• approval of the provisions on the General Meeting of Shareholders, the Supervisory Board, the Management Board and the Audit Commission and the order of their activities, rights and obligations, as well as the procedure for taking decisions by these bodies of the Company;

• approval of provisions on internal control, on divisional policy, on the Procedure for Action in the Conflict of Interests of the Company;

• approval of the annual report and the annual business plan of the company, as well as the strategy of the company's development for the medium and long term, with the definition of its specific terms based on the main directions and purpose of the company's activities;

• carry out, on the decision of the General Meeting of Shareholders, an annual analysis of the correspondence of business processes and projects to the development goals of JSCs with the involvement of independent professional organizations -Consultants;

• passing a decision on transferring the powers of the Supervisory Board to determine the procedure, conditions for rendering (receiving) and making decisions on charitable (sponsor) or gratuitous assistance only;

• determination of transactions related to the current economic activities of the JSC, for the independent fulfillment by the Company of transactions with affiliates and large transactions by the Company;

• to note (approve) the procedure for carrying out by e-mail (with confirmation by an electronic digital signature), and also by delegating one's authority to a representative or holding a General Meeting in video-conferencing mode;

• Approve the procedure for attracting independent experts to provide

practical assistance to the counting commission or the performance of its functions (for example, investment adviser and other professional participants of the securities market);

• Approve the procedure for covering expenses for the maintenance of a committee of minority shareholders at the expense of JSC funds (when creating a committee of minority shareholders);

• establish the requirements for the form and content of the report of

Bodies of management and control of the company, reporting at the General Meeting of Shareholders, determine the duration of the General Meeting;

• establishment of remunerations and compensations paid to the Supervisory Board, the Audit Commission and the Management Board of the company, as well as their maximum amounts. The amount of remuneration to members of the Supervisory Board shall be established within the limits of the amount approved by the decision of the Cabinet of Ministers of the Republic of Uzbekistan;

• making decisions on the Company's transactions in cases provided for by the Law;

• resolving other issues in accordance with the law.

The issues referred to the competence of the General Meeting of Shareholders can not be transferred to the executive body of the Company for resolution.

Issues referred by this Charter to the competence of the General Meeting of Shareholders can not be transferred to the resolution of the Company's Supervisory Board.

2.2. Shareholders own voting rights at the General Meeting of Shareholders.

2.3. The decision of the General Meeting of Shareholders on an issue put to a vote shall be adopted by a majority of votes of shareholders holding voting shares of the company (by a simple majority) participating in the meeting, unless otherwise provided by this Law.

2.4. Except for the following issues:

Increase in the statutory fund of the company, as well as introduction of amendments and additions to the company's charter related to the increase in the statutory fund of the company and a decrease in the number of declared shares of the company;

Determination of the price of placement (placing on the exchange and organized over-thecounter securities market) of shares in accordance with Article 34 of this Law;

Reorganization of society;

Liquidation of a company, appointment of a liquidator and approval of an interim and final liquidation balance sheet;

Formation of the board of the company, election (appointment) of its members, its head, early termination of his powers;

Setting the amount of remuneration and compensation paid to the management of the company:

Hearing of the reports of the Supervisory Board and the opinions of the Audit Commission of the Company on matters within their competence, including compliance with the requirements for the management of the Company established by the legislation;

In particular, in the circumstances provided for by law, the decision on the matters of the Law shall be adopted by the general meeting of shareholders by a majority of three-fourths of the votes of the shareholders owning the voting shares participating in the general meeting of shareholders (by a qualified majority).

The decision on the formation or increase of the state share in the statutory fund (authorized capital) of the company due to the existing tax and other debt to the state is adopted by the general meeting of shareholders by a simple majority of shareholders' votes, with the consent of shareholders (other than the state), owners of at least two thirds of the placed voting shares Society.

2.5. The General Meeting of Shareholders has no right to decide on issues not included in the agenda of the meeting, as well as to make changes to the agenda.

2.6. A shareholder has the right to appeal to a court regarding the decision taken by the general meeting of shareholders in case he did not participate in the general meeting of shareholders for a good reason or voted against the adoption of such a decision.

#### **3.** Rights to participate in the General Meeting. Registration of shareholders and their authorized representatives

3.1. The shareholders who are registered in the register of shareholders of the Company formed three business days before the date of the General Meeting of Shareholders, have the right to participate in the General Meeting of Shareholders.

3.2. Changes in the formed register of shareholders of the Company can be made only in case of restoration of the violated rights of persons not included in the specified register as of the date of its compilation, or correction of mistakes made at its drawing up, in the order established by the legislation.

3.3. Shareholders registered in the shareholders register of the Company, their authorized representatives, the Company's auditor, members of the supervisory board, the management board and the audit commission are entitled to attend the general meeting of shareholders.

Candidates to the members of the Supervisory Board, Audit Commission and the Chairman of the Management Board of the Company may attend the General Meeting of Shareholders when considering their candidacies

3.4. To participate in the general meeting, shareholders or their authorized representatives must register at the place and time specified in the notice of the meeting.

3.5. Registration of shareholders, individuals who arrived for participation in the general meeting is carried out upon presentation of a passport or other document certifying the identity of the shareholder, and in respect of a representative, also a power of attorney certified by a notary.

3.6. The head of the legal entity - shareholder of the Company exercises his powers at the general meeting on the basis of the legal act on his appointment to the post and the identity document.

3.7. A representative of a shareholder - a legal entity may participate in a general meeting of shareholders if there is a power of attorney in his name issued by the head of the organization or another person authorized by his constituent documents, certified by the seal of that legal entity (if there is a seal).

3.8. In accordance with the register of shareholders of the Company formed for the General Meeting of Shareholders, a registration list shall be drawn up in accordance with the form attached to Appendix No. 1 to this Regulation.

The registration list must be stitched, numbered and sealed by the Company

3.9. In the course of the General Meeting, shareholders (their representatives) sign in the registration list and receive ballots (according to the form in Appendix No. 2) for voting.

3.10. If the participant of the meeting presents a power of attorney (Appendices-3, 3a) to represent the interests of one or several shareholders, he receives ballots for voting, the represented shareholder (s), and in the registration list the following note is made in front of the name of the represented shareholder: "by the power of attorney No. \_\_\_\_ from" \_\_\_\_ "to \_\_\_\_\_ (number) voting shares" and indicate the last name, first name, patronymic of the representative.

The Company shall ensure that a person participating in the General Meeting of Shareholders receives a copy of the ballot filled out to him at his expense.

3.11. If the share belongs to the right of common ownership to several persons, they are all recognized as one shareholder and enjoy the rights certified by the share, through their General Representative.

#### 4. Preparation for the Annual General Meeting of Shareholders

4.1. Preparation for the General Meeting of Shareholders is conducted by the Supervisory Board, which determines:

- date, place and time of the General Meeting of Shareholders;

- agenda of the General Meeting of Shareholders;

- the date of drawing up the register of shareholders of the Company for holding the General Meeting of Shareholders;

- the procedure for notifying shareholders and the representative of the state of holding a General Meeting of Shareholders;

- list of information (materials) provided to shareholders in preparation for the General Meeting of Shareholders;

- the form and text of the ballot paper.

4.2. It is not allowed to include in the agenda of the General Meeting of Shareholders definitions (including "various issues", "other issues" and similar definitions) that do not express the formulation of a specific issue.

4.3. The date of the General Meeting of Shareholders can not be set less than twenty-five and more than thirty days from the date of the decision to hold it.

4.4. The notice of the General Meeting of Shareholders shall be published on the official website of the Company, in the mass media, and sent to shareholders by email not later than seven days, but not earlier than thirty days before the date of the General Meeting of Shareholders.

4.5. The notice of the General Meeting of Shareholders shall be published in the mass media and sent to the shareholders on the basis of the joint-stock company's register by e-mail - a written notice (in accordance with the form indicated in Annex 4).

4.6. The notice of the General Meeting of Shareholders shall contain:

- name, location (postal address) and e-mail address of the Company;
- date, time and place of the General Meeting of Shareholders;
- the date of formation of the register of shareholders of the Company;

- issues included in the agenda of the General Meeting of Shareholders;

- the procedure for acquainting shareholders with information (materials) to be provided to shareholders in preparation for the General Meeting of Shareholders.

4.7. The information (materials) to be provided to shareholders and the state representative during preparation for the General Meeting of Shareholders shall include the annual report of the company, the conclusion of the Audit Committee (Auditor) of the company and the auditing organization on the results of the audit of the annual financial and economic activities of the company, the conclusion of the Supervisory Board of the company on the possibility of extending, renewing or terminating the contract with the director (Chairman of the Board), the trust manager, as well as information about the nominee Including the position of the supervisory board concerning the agenda of the general meeting.

Prior to the General Meeting, shareholders, according to their requirements, can be provided with important information on the agenda issues, including the position of the Supervisory Board on the issues on the agenda of the General Meeting.

The general meeting of shareholders discloses the amount of bonuses and compensations of the executive body, as well as the rationale for net profit, the amount of dividends proposed for distribution, the assessment of compliance with their divisional policy of the company, and also announces the economic justification and explanation of the direction, if necessary, a certain part of the net profit for development Of the Society.

The list of additional information (materials) required to be provided to shareholders when preparing for the General Meeting of Shareholders may be established by the authorized government body for regulating the securities market.

Information (materials) to be provided to shareholders shall be available to persons participating, including remotely using information and communication technologies, in the general meeting of shareholders before and during the meeting

4.8. Shareholders (shareholder) holding in aggregate at least one percent of the Company's voting shares within a period not later than sixty days after the end of the financial year of the Company have the right to bring issues to the agenda of the annual General Meeting of Shareholders (in the form indicated in Appendix No. 5) and Nominate candidates for the Supervisory Board and the Audit Commission of the Company, the number of which can not exceed the quantitative composition of this body.

4.9. Shareholders (shareholder) have the right to amend the list of candidates nominated by them to the supervisory board and the audit commission of the company not later than three business days from the date of publication of the announcement of the annual General Meeting of Shareholders.

4.10. The issue on the agenda of the General Meeting of Shareholders shall be submitted in writing specifying the motives for its setting, the name of the shareholders (shareholder) making the issue, the number and type of shares owned by them.

4.11. When submitting proposals to nominate candidates to the supervisory board and the audit commission of the company, including in the case of self-nomination, the name of the candidate, the number and type of shares owned by him (if the candidate is a shareholder of the company), as well as the names of the shareholders, Nominating candidates, the number and type of shares owned by them.

4.12. The Supervisory Board of the Company is obliged to consider the proposals received and take a decision on their inclusion in the agenda of the General Meeting of Shareholders or on refusal to include in this agenda not later than 10 days after the expiration of the period specified in paragraph 4.8 of this provision.

4.13. The issue brought by the shareholder (s) is to be included in the agenda of the General Meeting of Shareholders, as well as the nominated candidates are to be included in the list of candidates for voting for elections to the supervisory board and the audit commission of the Company, unless:

- the shareholder (s) did not meet the deadline set in clause 4.8 of this provision;

- the shareholder (shareholders) is not the owner of the number of the Company's voting shares provided for in paragraph 4.8 of this provision;

- if the data is pre-urged in paragraph 4.10. of this Charter are incomplete;

- proposals do not meet the requirements of legislative acts.

4.14. The decision of the Company's Supervisory Board on inclusion or reasoned refusal to include the issue on the agenda of the General Meeting of Shareholders or a candidate for the list of candidates for voting for elections to the supervisory board and the Company's Audit Commission is sent to the shareholder (s) who submitted the question or submitted the proposal, not later than 3 days from the date of its adoption.

4.15. The decision of the Supervisory Board of the Company on refusal to include the issue on the agenda of the General Meeting of Shareholders or a candidate on the list of candidates for voting on elections to the supervisory board and the Audit Commission of the Company may be appealed in court.

#### 5. Preparation for the Extraordinary General Meeting of Shareholders

5.1. An extraordinary General Meeting of Shareholders shall be held by decision of the Company's Supervisory Board on the basis of:

- its own initiative;

- a written request of the Audit Commission;

- a written request of the shareholder (shareholders) owning at least 5 percent of the Company's voting shares as of the date of the written request (in accordance with Appendix No. 6).

5.2. The convocation of an extraordinary General Meeting of Shareholders upon a written request of the company's audit commission or a shareholder (shareholders) owning not less than five percent of the company's voting shares shall be carried out by the company's supervisory board not later than thirty days from the date of submission of a written request to hold an extraordinary General Meeting of Shareholders.

5.3. In the request to hold an extraordinary General Meeting of Shareholders, the issues to be included in the agenda of the meeting should be formulated, specifying the motives for their inclusion.

5.4. The Supervisory Board of the Company shall not be entitled to amend the wording of the items on the agenda of the Extraordinary General Meeting of Shareholders convened at the request of the Company's Audit Commission or the shareholder (shareholders) owning at least five percent of the Company's voting shares.

5.5. In the event that the request to convene an extraordinary General Meeting of Shareholders comes from a shareholder (shareholders), it must contain the name (name) of the shareholder (shareholders) requesting the convocation of the meeting, specifying the number, type of shares held by him.

5.6. The requirement to convene an extraordinary General Meeting of Shareholders is signed by a person (persons) demanding the convocation of an extraordinary General Meeting of Shareholders.

5.7. Within 10 days from the date of presentation of the demand of the Audit Commission of the Company or a shareholder (shareholders) owning not less than five percent of the Company's voting shares on convocation of an extraordinary General Meeting, the Supervisory Board of the Company must decide to convene an extraordinary General Meeting of Shareholders or to refuse to Its convocation.

5.8. The decision to refuse to convene an extraordinary General Meeting of Shareholders at the request of the Audit Commission of the Company or a shareholder (shareholders) owning not less than five percent of the Company's voting shares may be taken in cases where:

- the shareholder (shareholders) demanding convocation of an extraordinary General Meeting of Shareholders as of the filing date of the claim is not the owner of five percent of the Company's voting shares;

- none of the issues proposed for inclusion in the agenda is attributed to the competence of the General Meeting of Shareholders;

- the issue proposed for inclusion in the agenda does not comply with the requirements of the law.

5.9. The decision of the Supervisory Board to convene an extraordinary General Meeting of Shareholders or a reasoned decision to refuse its convocation shall be sent to the persons requesting its convocation not later than three working days from the moment of its adoption.

5.10. The decision of the Supervisory Board of the company to refuse to convene an extraordinary General Meeting of Shareholders may be appealed to the court.

5.11. In the event that within the period specified in clause 5.7. of this term, the Supervisory Board of the Company did not take a decision to convene an extraordinary General Meeting of Shareholders, or a decision was made to refuse to convene it, an extraordinary General Meeting of Shareholders may be convened by persons requiring its convening.

In this case, the costs of preparing for the General Meeting of Shareholders may be reimbursed by the decision of the General Meeting of Shareholders at the expense of the Company's funds. 5.12. The grounds for calling an extraordinary General Meeting of Shareholders on the issue of early termination of the activities of the Supervisory Board are as follows:

Decision of the Supervisory Board;

Written request of the Audit Commission;

Written request the shareholder (shareholders) owning at least five percent of shares as of the filing date of the claim.

5.13. On these issues, the following is the reason for the calls for convening an extraordinary General Meeting of Shareholders:

Not compliance with the legislation of the Republic of Uzbekistan, the Charter, decisions of the General Meeting of Shareholders;

Damaging the Company, causing damage to the shareholders' property rights, including serious deterioration of production financial and economic activities, lower profit and profitability, causing damage due to unreasonable reduction in production and sales of products, works, services;

The presence of signs of economic insolvency of the Company (bankruptcy) or the risks of their occurrence, a stable debt to the state budgets, extrabudgetary funds to pay employees' salaries.

5.14. The requirement to hold an extraordinary General Meeting of Shareholders shall be submitted to the Supervisory Board in accordance with the legislation and procedure established in Section 5 of this Regulation.

#### 6. Quorum of the General Meeting of Shareholders

6.1. The General Meeting of Shareholders is eligible (has a quorum) if, at the time of the end of registration, shareholders (their representatives) possessing in aggregate more than fifty percent of the votes of the placed voting shares of the Company were registered for participation in the General Meeting of Shareholders.

6.2. If the quorum is not collected within more than 60 minutes after the established time of the meeting, the date of the repeated General Meeting of Shareholders is announced. The agenda can not be changed during the second General Meeting of Shareholders.

6.3. The repeated General Meeting of Shareholders, convened instead of the failed event, is legally valid if at the time of the registration, shareholders (their representatives) holding in aggregate more than forty per cent of the votes of the placed voting shares of the Company were registered.

Voting at the General meeting of shareholders is carried out on the principle "one voting share of a company - one vote", except for cases of cumulative voting on election of members of supervisory board of a company.

Voting at the general meeting of shareholders on items on the agenda shall be carried out by voting ballots or remotely using information and communication technologies.

When voting on items on the agenda at a general meeting of shareholders remotely using information and communication technologies, voting ballots shall not be used. In this case, the competence of the resolution adopted on the items put to a vote shall be confirmed by the electronic digital signature used when registering the shareholder for participation in the General Meeting of Shareholders.

6.4. The notice on holding a repeated General Meeting of Shareholders shall be made in the manner, forms and terms established by the Provision stipulated in Article-62 of the Law.

6.5. If the date of the General Meeting of Shareholders is postponed due to the absence of a quorum for less than 20 days, the shareholders entitled to participate in the General Meeting are determined in accordance with the register of shareholders entitled to participate in the failed general meeting.

#### 7. Working bodies of the General Meeting of Shareholders

7.1. The working bodies of the General Meeting are: Chairman of meeting Presidium,Secretary (secretary),Counting commission,

7.2. The general meeting of shareholders is conducted by the Chairman of the Supervisory Board of the Company, and in case of his absence for valid reasons - one of the members of the Company's Supervisory Board (considered the Chairman of the General Meeting).

The Presidium of the General Meeting of Shareholders is elected at the General Meeting of Shareholders. At the same time, the Presidium of the General Meeting of Shareholders includes the Chairman of the Supervisory Board (if absent for good reasons, one of the members of the Company's Supervisory Board).

7.3. The Chairman of the General Meeting of Shareholders heads the presidium of the meeting, ensures the conduct of the meeting and has for this all the powers necessary for the proper performing of his duties.

The Chairman of the General Meeting of Shareholders has the right to allow audio and video recording and broadcasting of the general meeting of shareholders in the Internet.

7.4. The Chairman of the General Meeting manages the progress of the meeting, coordinates the actions of the working bodies of the General Meeting, determines the procedure for discussing the issues, limits the time for the speakers to speak, gives explanations on the conduct of the assembly and voting, controls the presence of order in the hall.

7.5. The Chairman of the General Meeting signs the minutes and decisions of the General Meeting.

7.6. Secretary of the General Meeting:

Registers the record of the General Meeting of Shareholders;

Writes a list of those wishing to participate in the discussion of issues on the agenda of the meeting on a written request;

The Minutes of the General Meeting of Shareholders shall be made not later than ten days after the closing of the General Meeting of Shareholders in two copies.

7.7. Counting of votes, conducting registration of shareholders for participation in the General Meeting of Shareholders, as well as issuing ballots for voting and other tasks for holding a General Meeting of Shareholders are carried out by the Counting Commission.

7.8. The Counting Commission in respect of the performance of the duties assigned to it is an independent permanent working body of the meeting. The Supervisory Board of the Company establishes a Counting Commission, the quantitative and personal composition of which is approved by the General Meeting of Shareholders.

7.9. The Counting Committee of the Company carries out its work in accordance with the legislation, the Charter of the Company and the Regulations on the General Meeting of Shareholders approved by the decisions of the General Meeting of Shareholders and the Regulations on the Company's Counting Commission

#### 8. The procedure for maintaining the General Meeting of Shareholders

8.1. The procedure for maintaining the General Meeting of Shareholders is approved in accordance with this Regulation at each general meeting of shareholders.

8.2. The Chairman of the Supervisory Board proposes to elect the Presidium and the Secretary (Secretariat) of the General Meeting.

8.3. The procedure for presiding the General Meeting provides for the start and expected completion of the meeting, the length of speeches and breaks, the sequence of items on the agenda, the names and positions of rapporteurs on the agenda, the procedure for voting and the announcement of its results.

Members of the Management Board, the Supervisory Board and the Audit Commission, as well as representatives of the audit organization should personally participate in the annual general meeting of shareholders with the reports of their bodies.

8.4. Current issues arising in the course of the meeting are solved by the chairman individually, proceeding from the main principle: the right to speak at a general meeting of shareholders on the discussed issue can be used by each participant within the allotted time.

8.5. Those wishing to take part in the discussion of the issues on the agenda shall submit to the Secretary (to the secretariat) of the General Meeting a written application indicating the issue for discussion.

8.6. After discussing all items on the agenda, the Chairman shall declare the General Meeting of Shareholders closed.

#### 9. Minutes of the General Meeting of Shareholders

9.1. The Minutes of the General Meeting of Shareholders shall be made in two copies not later than ten days after the closing of the General Meeting of Shareholders. Both copies of the Minutes of the General Meeting of Shareholders shall be signed by the Chairman of the General Meeting and by the Secretary of the General Meeting of Shareholders.

The minutes of the General Meeting of Shareholders should contain:

- date, place and time of the General Meeting of Shareholders;

- The total number of votes held by shareholders - owners of the Company's voting shares;

- the number of votes held by shareholders participating in the meeting;

- Chairman and secretary of the meeting, agenda of the meeting;

9.2. The minutes of the General Meeting of Shareholders shall specify the main provisions of speeches, questions put to vote, the results of voting and decisions adopted by the general meeting.

#### 10. Implementation of the decisions of the General Meeting of Shareholders

10.1. Control over the implementation of decisions of the General Meeting of Shareholders is carried out by the Company's supervisory board, unless otherwise specified in the decision and is not reflected in the minutes of the meeting.

10.2. Decisions of the General Meeting of Shareholders are binding for all shareholders, both present and absent at the General Meeting of Shareholders, insofar as they relate.