

**"APPROVED"**

**By resolution of the general meeting of shareholders**

**JSC "UzKoji" JV**

**From "\_\_\_\_" \_\_\_\_\_ 201\_\_.**

**Protocol No. \_\_\_\_\_**

**REGULATION**  
**ABOUT THE GENERAL MEETING OF SHAREHOLDERS**  
**Of a joint-stock company**  
**"UzKoji"**  
**Joint venture**

**Tashkent - 2016.**

## **TABLE OF CONTENTS**

<b>I. General</b>	<b>3</b>
<b>II. Competence of the General Meeting of Shareholders</b>	<b>3</b>
<b>III. The right to participate in the general meeting of shareholders. Registration of shareholders and their authorized representatives</b>	<b>6</b>
<b>IV. Preparation for the Annual General Meeting of Shareholders</b>	<b>7</b>
<b>V. Preparation for the Extraordinary General Meeting of Shareholders</b>	<b>11</b>
<b>VI. Quorum of the general meeting of shareholders</b>	<b>13</b>
<b>VII. Working bodies of the general meeting</b>	<b>13</b>
<b>VIII. The order of the General Meeting of Shareholders</b>	<b>15</b>
<b>IX. Minutes of the General Meeting of Shareholders</b>	<b>16</b>
<b>X. Implementation of the resolution of the general meeting of shareholders</b>	<b>17</b>
<b>Appendix No. 1</b>	<b>18</b>
<b>Appendix No. 2</b>	<b>19</b>
<b>Appendix No. 3</b>	<b>20</b>
<b>Appendix No. 4</b>	<b>21</b>
<b>Appendix No. 5</b>	<b>22</b>

## **I. GENERAL PROVISIONS**

1. This provision determines the status and regulates the work of the general meeting of shareholders of joint-stock company JSC "UzKoji" JV, the procedure for its conduct and decision-making.
2. The Regulations have been developed in accordance with the Law of the Republic of Uzbekistan "On Joint Stock Companies and Protection of Shareholder Rights", other regulatory and legal acts, the Code of Corporate Governance approved by the protocol of the meeting of the Commission on increasing the efficiency of joint stock companies and improving the corporate governance system of December 31, 2015 No. 9 and the charter of the joint-stock company JSC "UzKoji" JV (hereinafter - the company).
3. The Company is obliged to hold annual general meeting of shareholders (annual general meeting of shareholders) every year. The Annual General Meeting of Shareholders is held no later than six months after the end of the fiscal year. The annual general meeting of shareholders is usually held on June 1 of each year.
4. At the annual general meeting of shareholders the issues on election of the supervisory board and the audit commission of the company are resolved,  
The possibility of extending the term, renewing or terminating the agreement with the head of the executive body, and also considering the annual report of the company, the reports of the executive body and the supervisory council of the company on the measures taken to achieve the development strategy of the company and other documents in accordance with paragraphs eleven and twelfth of point 7 of this provision .
5. General meetings of shareholders held in addition to annual meetings are extraordinary.
6. The date and procedure for holding a general meeting of shareholders, the procedure for informing shareholders about its conduct, the list of materials (information) provided to shareholders in preparation for the general meeting of shareholders shall be established by the supervisory board of the company.

## **II. COMPETENCE OF THE GENERAL MEETING OF SHAREHOLDERS**

1. The competence of the general meeting of shareholders includes:  
Introduction of amendments and additions to the company's charter or approval of the company's charter in a new edition;  
Reorganization of society;  
Liquidation of the company, appointment of a liquidator (liquidation commission) and approval of interim and final liquidation balances;  
Determination of the quantitative composition of the supervisory board of the company, election of their members and early termination of their powers;  
Determination of the maximum amount of declared shares;  
Reduction of the statutory fund (charter capital) of the company;  
Acquisition of own shares;  
Approval of the organizational structure of the company, election (appointment) of the head of the executive body of the company;  
Election of members of the Company's Audit Commission and early termination of their powers, as well as approval of the Regulations on the Audit Commission;  
Approval of the annual report and the development strategy of the company for the medium and long term (more than 5 years) with the definition of its specific terms based on the main directions and purpose of the company's activities;  
Distribution of profits and losses of the company;  
Hearing of reports of the supervisory board and conclusions of the audit commission of the company on issues within their competence, including compliance with the requirements for the management of the company established by law;

Decision-making on the non-use of the pre-emptive right provided for in Article 35 of the Law of the Republic of Uzbekistan "On Joint-Stock Companies and Protection of Shareholder Rights";

Approval of the rules of the general meeting of shareholders;

Splitting and consolidation of shares;

Making a decision on the commission of a major transaction by the company, the subject of which is property, the book value or purchase price of which is more than fifty percent of the company's net assets as of the date of the decision

On the completion of such a transaction in accordance with Chapter 8 of the Law of the Republic of Uzbekistan "On Joint Stock Companies and Protection of Shareholder Rights";

Making a decision on the transaction with an affiliated company in accordance with Chapter 9 of the Law of the Republic of Uzbekistan "On Joint Stock Companies and Protection of Shareholder Rights";

Making a decision on accepting the obligation to follow the recommendations of the Corporate Governance Code and approving the form of the message;

Approval of provisions on internal control, on dividend policy, on the procedure for conflict of interest;

Making a decision to conduct an annual analysis of the correspondence of business processes and projects to the goals of the development of the society with the involvement of independent professional organizations - consultants

And hearing the results of the analysis;

The definition of transactions related to the current economic activities of the company;

Determination of the procedure, conditions for the provision (reception) and adoption by the supervisory board of decisions on charitable (sponsor) or gratuitous assistance;

Determination (approval) of the voting procedure by e-mail

(With confirmation by an electronic digital signature), as well as by delegating one's authority to a representative or holding a general meeting in video conferencing mode;

Determination (approval) of the procedure for attracting independent experts to provide practical assistance to the counting commission or performing its functions (for example, an investment adviser and other professional participants in the securities market);

Determination (approval) of the procedure for covering expenses for the maintenance of a committee of minority shareholders at the expense of the company's funds (when creating a committee of minority shareholders);

Establishment of requirements for the form and content of the report (report) of the company's management and control bodies reporting at the general meeting of shareholders, determining the duration of the general meeting;

Resolution of other issues in accordance with the law and the charter of the company.

2. Decisions on the issues specified in the second, fourth, sixth, thirteenth paragraphs of paragraph 7 of this Regulation, parts two and three of Article 84 and part five of Article 88 of the Law "On Joint Stock Companies and Protection of Shareholders Rights" shall be adopted by a three- Owners of voting shares participating in the general meeting of shareholders.

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

4. The resolution on other issues shall be adopted by the general meeting of shareholders by a simple majority of votes of shareholders owning voting shares participating in the general meeting of shareholders.
5. Issues referred to the competence of the general meeting of shareholders can not be transferred to the supervisory board and the executive body of the company.

### **III. THE RIGHT TO PARTICIPATE IN THE GENERAL MEETING OF SHAREHOLDERS. REGISTRATION OF SHAREHOLDERS AND THEIR AUTHORIZED REPRESENTATIVES**

1. The right to participate in the general meeting of shareholders is held by shareholders registered in the register of shareholders of the company, formed three business days before the date of the general meeting of shareholders.
2. At the request of the shareholder, the company is obliged to provide him with information on including it in the register of shareholders formed for the general meeting of shareholders.
3. 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 formation, or correction of mistakes made at its formation, in the order established by the legislation.
4. Shareholders registered in the shareholders register of the company, their authorized representatives, the counting commission, employees of the internal audit service, the representative of the audit organization that conducted the audit, the members of the supervisory board, the executive body, the members of the audit committee, and Also representative of the committee of minority shareholders (if any), etc. at the invitation of the chairman of the general meeting of shareholders.
5. Members of the executive body, representatives of 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.
6. Candidates to the members of the Supervisory Board, the Audit Commission and the Director of the Company may attend  
At the general meeting of shareholders when considering their candidacies.
7. To participate in the general meeting, shareholders or their authorized representatives must be registered at the place and time specified in the notice of the meeting.
8. A representative of a shareholder at a general meeting of shareholders shall act on the basis of a power of attorney drawn up in writing. The power of attorney for voting should contain information about the representative and the representative (name or name, place of residence or location, passport data). The power of attorney for voting on behalf of an individual must be certified by a notary. The power of attorney for voting on behalf of a legal entity shall be issued with the signature of its head and be certified by the seal of this legal entity (if there is a seal).
9. A shareholder is entitled at any time to replace his representative at a general meeting of shareholders or personally participate in it.
10. Registration of shareholders, natural persons 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.
11. The head of the legal entity - shareholder of the company exercises his powers at the general meeting on the basis of a legal act on his appointment to the post and identity document.

12. A representative of a shareholder, a legal entity, may participate in the general meeting of shareholders in the presence of 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 organization (if there is a seal).

13. In the event that a company's share is in the common share ownership of several persons, then the powers to vote at the general meeting of shareholders are exercised at their discretion by one of the participants in the common share ownership or their common representative. The powers of each of these persons must be duly formalized.

14. 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.

15. The registration list must be stitched, numbered, stitched and sealed with the seal of the company.

16. When holding a general meeting, shareholders (their representatives) sign in the registration list and receive a set of ballots (Appendix No. 2) for voting based on the number of voting shares of each shareholder determined by the register of shareholders of the company.

17. If a participant submits a power of attorney 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 proxy No. \_\_\_\_ from" \_\_\_\_ "to \_\_\_\_\_ ( Number) voting shares "and indicate the surname, name, patronymic of the representative.

#### **IV. PREPARATION FOR CARRYING OUT ANNUAL GENERAL MEETING OF SHAREHOLDERS**

1. For the quality of preparation and holding of the general meeting of shareholders within the period specified in paragraph 3 of this provision, the executive authority, together with the corporate consultant (if any) shall:

Concludes agreements with audit organizations selected by the Supervisory Board decision of the company to conduct an audit, including the preparation of financial statements in accordance with International Financial Reporting Standards, external audit in accordance with International Standards on Auditing, specifying in the contract specific deadlines for completing the audit;

Ensures the publication of annual financial statements compiled in accordance with International Financial Reporting Standards, following an external audit in accordance with International Standards on Auditing, at least two weeks before the date of the annual general meeting.

The executive body also develops (prepares):

Draft regulations for holding a general meeting of shareholders, distribution of net profit (coverage loss) with the application of justification for each direction and other documents to be considered by the general meeting of shareholders, as well as proposals for the creation of a counting commission. Summarizes received by the shareholder proposals for inclusion in the agenda of the annual general meeting of shareholders, including the nominations

To the supervisory board and the audit commission (auditors) of the company and etc.;

Annual report and annual business plan of the company, as well as a draft strategy for the development of society for the medium and long term,

With the definition of its specific terms based on the main directions and objectives of the company;

Report of the executive body on the implementation of the business plan parameters and on the measures taken to achieve the company's development strategy, hold a tender for the selection of an audit organization for auditing,

2. The Executive Body after the development (training) materials listed in the second part of paragraph 29 of these Regulations submits them to the Supervisory Board for consideration.

3. Preparation for holding a 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 to notify shareholders and hold a general meeting of shareholders;

The procedure for informing shareholders and a 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;

Form and text of the ballot paper.

4. Date of the General Shareholders' Meeting can not be installed in less than ten or more than thirty days from the date of the decision to hold it.

5. 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 e-mail (according to Appendix No. 3), not later than seven days, but not earlier than thirty days before Date of the general meeting of shareholders.

6. The Company has the right to send a written notification to the shareholder independently or through a professional participant of the securities market in accordance with an agreement concluded between the company and a professional participant of the securities market for the provision of related services.

7. 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;

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.

8. The information (materials) to be provided to shareholders in preparation for the general meeting of shareholders includes the annual report of the company, the opinion of the audit committee of the company and the audit firm on the results of the audit of the annual financial and business activities of the company, information on candidates for members of the supervisory board and audit Committee of the company, draft changes and amendments to the charter of the company or the project charter in the new edition, as well as community development strategy for srednes intramural and long-term period and other relevant information on the agenda, including the Supervisory Board's position on the agenda of the general meeting.

9. List of additional information (materials), mandatory

For provision to shareholders in preparation for the general meeting of shareholders, may be established by the authorized government body for regulation of the securities market.

10. 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 company's fiscal year shall be entitled to submit proposals (in the form specified in Appendix No. 4) on

the agenda of the annual general meeting Shareholders, including distribution of profits, candidatures for members of management and control bodies, with the possibility of replacing them before the general meeting of shareholders in accordance with the established procedure.

11. The issue on the agenda of the general meeting of shareholders shall be entered in writing specifying the reasons for its presentation, the name of the shareholder (shareholders) submitting the question, the number and type of shares held by him.

12. When submitting proposals for the nomination of candidates for 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 (in case the candidate is a shareholder of the company), as well as the names (names) Shareholders nominating a candidate, the number and type of shares held by them.

13. 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 38 of this provision.

14. The issue brought by a shareholder (shareholders) shall be included in the agenda of the general meeting of shareholders, as well as nominated candidates shall be included in the list of candidates to be elected to the management and control bodies of the company, unless:

The shareholder (s) did not meet the deadline set out in paragraph 38 of this provision;

The shareholder (shareholders) is not the owner of the number of the voting shares of the company provided for in paragraph 38 of this provision;

If the data on candidatures for the management and control bodies of the company are incomplete;

The proposals do not meet the requirements of legislative acts.

15. Shareholders (shareholder) have the right to amend the list of nominees 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.

16. 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 on the list of candidates for voting for election to the management and control bodies of the company shall be sent to the shareholder (s) who submitted the question or submitted the proposal,

Not later than three working days from the date of its adoption.

17. The decision of the company's supervisory board on refusal to include the issue in the agenda of the general meeting of shareholders or a candidate in the list of candidates for voting on elections to the management and control bodies of the company may be appealed to the court.

## **V. PREPARATION FOR CARRYING OUT EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS**

1. An extraordinary general meeting of shareholders is held by decision of the company's supervisory board on the basis of:

His own initiative;

Requirements of the Audit Commission;

Requirements of the shareholder (shareholders) owning at least 5% of the company's voting shares as of the date of the request (in accordance with Appendix No. 5).

2. Motives for the requirements to hold an extraordinary general meeting of shareholders on early termination of the powers of the supervisory board are:



Non-compliance with the legislation of the Republic of Uzbekistan, the charter, decisions of the general meeting of shareholders;

Causing the company losses and damage to the property rights of shareholders, including those associated with a significant deterioration in financial and business activities, a decrease in profit and profitability of the company, an unjustified reduction in the implementation of works and services;

Presence of signs or threat of occurrence of economic insolvency (bankruptcy) of a society, presence of a steady debt before the state budget, off-budget funds, on payment of wages to workers.

3. In the request to hold an extraordinary general meeting of shareholders, issues to be included in the agenda of the meeting should be formulated, specifying the motives for their introduction. In case the convocation of the extraordinary general meeting of shareholders is caused by the introduction of the question of early termination of the powers of the members of the supervisory board, the requirement to convene such a meeting should contain proposals in addition to the question of early termination of the powers of the supervisory board to include the election of a new composition of the supervisory council.

4. The Supervisory Board of the Company shall not be entitled to make changes

In the wording of the issues on the agenda of the extraordinary general meeting of shareholders convened at the request of the audit commission of the company or shareholder (shareholders) owning at least five percent of the company's voting shares.

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) demanding the convocation of the meeting, specifying the number, type of shares owned by him.

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.

7. Within 10 days from the date of presentation of the demand of the auditing committee of the company or shareholder (shareholders) owning not less than five percent of the voting shares of the company, an extraordinary general meeting of shareholders should be convened on convocation of an extraordinary general meeting by the supervisory board of the company or on Refusal to convene it.

8. A decision on the refusal to convene an extraordinary general meeting of shareholders at the request of the audit commission of a company or a shareholder (shareholders) owning at least five percent of the company's voting shares may be taken in cases where:

A shareholder (shareholders) requiring convocation of an extraordinary general meeting of shareholders is not the owner of the number of voting shares of the company provided for in Paragraph one of this Paragraph;

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 meet the requirements of the law.

9. The decision of the Supervisory Board on convening 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.

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.

11. If, within the period specified in Clause 52 of this regulation, the supervisory board of the company does not take a decision to convene an extraordinary general meeting of shareholders or a decision is made to refuse its convocation, 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 can be reimbursed by the decision of the general meeting of shareholders at the expense of the company's funds.

12. Preparation for holding an extraordinary general meeting of shareholders is carried out by the supervisory board, or in the cases established by law, a person convoking a general meeting of shareholders in the manner prescribed by this provision.

## **VI. QUORUM OF THE GENERAL MEETING OF SHAREHOLDERS**

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

2. In the event that preferred shares are voted on only one or more items on the agenda, the quorum of the meeting is determined from the number of ordinary shares submitted, and the count of votes on these issues is made from the total number of voting ordinary and preference shares.

3. If the quorum is not collected within more than 120 minutes after the established time of the meeting, the date of the repeated general meeting of shareholders is announced. The agenda may not be amended during a repeated general meeting of shareholders.

4. The repeated general meeting of shareholders convened instead of the failed one is eligible if at the time of the registration for registration there are registered shareholders (their representatives) holding in aggregate more than forty percent of the votes of the placed voting shares of the company.

The notice on holding a repeated general meeting of shareholders shall be made in accordance with the procedure established by this provision.

5. In case of postponing the date of the General Meeting of Shareholders 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

## **VII. WORKING BODIES OF THE GENERAL MEETING**

1. The working bodies of the general meeting are: Presidium, Counting Commission, Secretary (Secretariat).

2. The Presidium and the Chairman of the General Meeting of Shareholders shall be elected at the General Meeting of Shareholders. The general meeting of shareholders is headed 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 supervisory board of the company.

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 discharge of his duties.

4. The Chairman of the General Meeting of Shareholders shall be entitled to allow audio and video recording and broadcasting of the General Meeting of Shareholders in the Internet.

5. The chairman of the general meeting supervises the progress of the meeting, coordinates the actions of the working bodies of the general meeting, determines the order of discussion of 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.

6. The chairman of the general meeting shall sign the minutes of the general meeting.

7. To count votes, register shareholders for participation in the general meeting of shareholders, and issue ballots for voting, the supervisory board of the company creates a

counting commission whose quantitative and personal composition is approved by the general meeting of shareholders.

8. If independent experts are employed to perform the functions of a counting commission, they shall carry out the work of the counting commission.

9. There can not be less than three people in the counting commission. The counting commission can not include members of the supervisory board and the audit commission of the company, the director of the company, as well as the persons nominated for these positions.

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

11. Voting at the general meeting of shareholders on items on the agenda is carried out by ballots for voting.

12. Voting shall be counted in voting on those issues on which only one of the possible voting options is left to the voter. Voting ballots filled in violation of this requirement are recognized as invalid and votes on the questions contained in them are not counted.

In the event that the voting ballot contains several issues put to the vote, failure to comply with the requirement specified in the first paragraph of this paragraph with respect to one or more issues does not entail invalidation of the voting ballot in general.

13. To count votes, register shareholders for participation in the general meeting of shareholders, as well as issue ballots for voting, the supervisory board of the company creates a counting commission, the quantitative and personal composition of which is approved by the general meeting of shareholders.

14. In preparing for the General Meeting of Shareholders, the Counting Commission shall perform the following functions:

On the basis of the register, draw up a list of shareholders entitled to participate in the general meeting of shareholders;

Issues ballots for voting and other materials of the general meeting, keeps a record of the ballots issued.

Registers shareholders (their representatives) for participation in the general meeting;

Keeps a record of powers of attorney and the rights granted by them;

Issues ballots for voting and other information (materials) of the general meeting;

Gives shareholders before the general meeting of shareholders the necessary information on the agenda;

Determines the existence of a quorum of the general meeting of shareholders;

Clarifies the issues raised in connection with the implementation by shareholders (their representatives) of the right to vote at the general meeting;

Clarifies the procedure for voting on issues to be voted on;

Ensures the established voting procedure and the rights of shareholders to participate in voting;

Count votes and summarize the voting results;

Draw up a protocol on the results of voting;

Sends the ballots to the archive.

## **VIII. ORDER OF MANAGEMENT OF THE GENERAL MEETING OF SHAREHOLDERS**

1. The procedure for holding a general meeting of shareholders is approved in accordance with this Regulation at each general meeting of shareholders.

2. The Chairman of the Supervisory Board proposes to elect the Presidium and the Secretary (Secretariat) of the General Meeting, as well as the composition of the Counting Commission.
3. The procedure for holding a general meeting provides for the time of the beginning and expected completion of the meeting, the duration 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.
4. Current issues arising in the course of the meeting, the chairman decides solely, proceeding from the main principle: every participant can use the right to address the general meeting of shareholders on the discussed issue within the allotted time.
5. At the general meeting of shareholders, information on the amount of remuneration and compensation of the executive body, the supervisory board, as well as on the distribution of net profit, the amount of dividends, with the justification of the proposed size, the assessment of their compliance with the dividend policy adopted by the company (if necessary, Explanations and economic justification for the volume of the direction of a certain part of the net profit for the needs of the development of society).
6. 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.
7. After discussing all the issues on the agenda, the chairman announces the general meeting of shareholders closed.
8. The Company shall provide to the person who participated in the General Meeting of Shareholders the opportunity to work at the expense of such person of a copy of the ballot filled by him

## **IX. THE PROTOCOL OF THE GENERAL MEETING OF SHAREHOLDERS**

1. The quantitative and personal composition of the secretariat of the general meeting shall be approved by the general meeting of shareholders. As a secretary of the general meeting of shareholders may be elected (join) Corporate consultant of the company.
2. The Secretariat of the General Meeting:  
Records the course of the general meeting;  
Keeps a record of those wishing to take part in the discussion of issues on the agenda of the meeting on written applications;  
Draws up the minutes of the general meeting of shareholders in duplicate not later than ten days after the closing of the general meeting of shareholders.
3. The minutes of the general meeting of shareholders shall contain the following:  
Date, place and time of the General Meeting of Shareholders;  
The total number of votes owned by shareholders - owners of voting shares of the company;  
The number of votes held by shareholders participating in the meeting;  
The chairman (the presidium) and the secretary (the secretariat) of the meeting, the agenda of the meeting;  
The main provisions of speeches, questions put to vote, the results of voting and decisions taken by the general meeting;  
In the case of audio and video recording and broadcasting of the general meeting of shareholders in the Internet, this information is also indicated.
4. Both copies of the minutes of the general meeting of shareholders shall be signed by the chairman of the general meeting and the secretary of the general meeting of shareholders.

5. Minutes of the Counting Commission shall not be approved by a special resolution of the meeting, but taken into consideration and shall be attached to the minutes of the general meeting.
6. After signing the minutes of the general meeting of shareholders, the counting commission shall transfer to the archives of the company the documents of the meeting, including the registration list of the general meeting, sealed ballots for voting, minutes on the voting results signed by the members of the counting commission, and the minutes of the general meeting of shareholders.

#### **X. IMPLEMENTATION OF THE DECISION OF THE GENERAL MEETING OF SHAREHOLDERS.**

1. Decisions adopted by the general meeting of shareholders, as well as the results of voting are brought to the notice of shareholders by:  
Their announcement after the end of the general meeting of shareholders;  
Disclosure of information in the notice of material fact within two working days from the date of the occurrence of the material fact.
2. In the event that a company's shares are listed in a stock exchange listing, the company must also publish relevant information on the official website of the stock exchange.
3. Control over the implementation of decisions of the general meeting of shareholders is exercised by the supervisory board of the company, unless otherwise specified in the decision and is not reflected in the minutes of the meeting.
4. 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 to.