

Approved
by the General Shareholders Meeting
of Moscow Exchange
____ June 2025,
Minutes No. ____

**Regulations for the Decision-making Process in the General Shareholders
Meeting of Moscow Exchange MICEX-RTS**

**Moscow,
2025**

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I. GENERAL PROVISIONS

1.1. These Regulations for the Decision-making Process in the General Shareholders Meeting of Public Joint Stock Company Moscow Exchange MICEX-RTS (the Regulations) has been developed in accordance with the Civil Code of the Russian Federation, Federal Law *On Joint Stock Companies*, regulations of the Bank of Russia, the Charter of the Public Joint Stock Company Moscow Exchange MICEX-RTS, and with due regard to recommendations of the Corporate Governance Code recommended by the Bank of Russia.

1.2. These Regulations govern the matters pertinent to the preparation for and making of decisions by the General Meeting of Public Joint Stock Company Moscow Exchange MICEX-RTS (hereinafter the “Company”).

1.3. The Company ensures equal and fair attitude towards all shareholders in exercising their right to participate in the governance of the Company.

1.4. The General Meeting of Shareholders (the General Meeting) is the highest corporate body of the Company.

II. THE METHOD OF DECISION-MAKING BY THE GENERAL MEETING

2.1. The General Meeting makes decisions either through holding a meeting where in-person voting is combined with an absentee voting option (in-person meeting), or without holding an in-person meeting (absentee voting).

2.2. The Company shall hold an annual in-person meeting of the General Meeting every year.

The General Meeting holds an annual in-person meeting during the period from March 1 to June 30 (inclusive) in the year following the reporting year, unless a different time frame is prescribed by legislation. The reporting year starts on January 01 and ends on December 31.

In-person meetings held in addition to the annual one are extraordinary.

2.3. Participation in the in-person meetings may be conducted remotely using electronic or other technical means, provided that the methods employed ensure reliable identification of a person participating remotely; and allow such a person to contribute to discussions of agenda items and cast votes on matters put to a vote.

2.4. An in-person meeting of the General Meeting with remote participation option may be held both with the option for being present at its designated location and without specifying a specific venue and the option for being present at that venue.

2.5. When holding an in-person meeting with remote participation, the Company ensures the real-time transmission of the in-person meeting audio and video, access to which is provided by the Company to all individuals/legal entities entitled to vote as decisions are by the General Meeting (their representatives) who have registered for participation in the in-person meeting.

2.6. An in-person meeting of the General Meeting may not be held at the place and at the time preventing the shareholders from attending or developing significant obstacles for their attendance.

2.7. An absentee voting procedure for decision-making by the General Meeting is conducted through the distribution of voting ballots, including via electronic or other technical means.

III. ROPOSALS TO THE AGENDA AND NOMINATION OF CANDIDATES

3.1. Shareholders (a shareholder) owning in their aggregate at least two (2) per cent of the voting shares of the Company shall be entitled to propose (put) issues on the agenda for the annual in-person meeting and propose (nominate) candidates to the Supervisory Board of the Company (hereinafter the "Supervisory Board"), ensuring that their total shall not go beyond the number of the Supervisory Board members.

Such proposals must be submitted to the Company no earlier than 1 July of the reporting year and no later than sixty (60) days after the end of the reporting year.

3.2. If the agenda proposed for the extraordinary in-person meeting includes the issue on Supervisory Board members election, shareholder(s) owning at least two (2) per cent of the voting shares of the Company shall be entitled to propose nominees for election to the Supervisory Board of the in a number not exceeding the number of members of the Supervisory Board.

Proposals referred to herein must be submitted to the Company no later than thirty (30) days prior to the date of the extraordinary in-person meeting.

3.3. A proposal on the agenda items must include formulations of each item on the agenda and may include a draft resolution on each issue proposed.

Where a proposal to include items on the agenda does not contain a formulation of the resolution, the Supervisory Board proposes a formulation for the item in question.

3.4. Submission of candidate nominations to the Supervisory Board must include:

- candidates first name, patronymic and last name;

- details regarding the identity documents, such as its series and/or number, the date and place it was issued, and the issuing authority;
- an indication that the candidate is nominated for election to the Supervisory Board;
- information regarding the nominated person's adherence to the criteria set forth by Russian Federation laws and regulatory acts.

Nominations must be accompanied by a written consent for the election to the Supervisory Board from each candidate.

3.5. Proposals on the agenda items and nominations shall contain the name of the shareholders (shareholder) that submit(s) them, the quantity and category (type) of shares each of them owns and the signatures of the shareholders (shareholder) or representatives thereof. Shareholders (shareholder) of the Company not registered in the register of shareholders (hereinafter the Share Register) may propose issues for the agenda and nominations also through instructions to the legal entity registering their share rights. Such instructions are filed in line with procedures set in the Russian Federation laws on securities.

3.6. If a proposal on the agenda is signed by a shareholder's proxy acting in accordance with powers based on a power of attorney, such a proposal must be accompanied by the power of attorney (a certified (legalised) copy of the power of attorney, issued in accordance with the legislation of the Russian Federation) and contain details of the shareholder and shareholder's proxy, and issues in accordance with the requirements of the Federal Law "On Joint-Stock Companies".

The power of attorney (a copy thereof affirmed (certified) in the manner prescribed by the Russian Federation laws) issued in foreign language by a foreign person in a foreign country shall be attached with a Russian translation thereof certified in the manner prescribed by the Russian Federation legislation. Such a power of attorney must be legalised or have an apostille affixed, unless otherwise provided for by an international treaty of the Russian Federation.

It is not required that the powers of the nominee shareholder notifying of a shareholder's declaration of will according to the shareholder's instruction should be confirmed.

3.7. If a proposal on the agenda is signed by a shareholder's proxy whose share rights are recorded by a nominee shareholder, such proposal shall be accompanied by the shareholder's securities account statement with the depository confirming the number of Company's shares held by the shareholders as of the date not earlier than seven (7) working days before the proposal of the agenda items have been submitted.

3.8. Submission of agenda items and candidate nominations may be introduced by the following means:

- via postal service or through a courier service to the Company's address listed in the Unified State Register of Legal Entities;
- by way of delivery against signature to the Chairman of the Executive Board, the Chairman of the Supervisory Board, the head of the business unit performing the role of the corporate secretary, or to the person authorised to accept written correspondence;
- a shareholder, whose rights to the Company's shares are managed by a nominee holder (hereafter the "client nominee holder"), can give instructions to the client nominee holder if specified in their agreement, and the client nominee holder must convey the shareholder's declared intentions based on the instructions given.

3.9. The quantity of voting shares belonging to the shareholder (shareholders) having proposed an item for the agenda and (or) nominating a Supervisory Board candidate, shall be determined as of the date of such proposal.

3.10. The Supervisory Board shall consider the submissions and decide on including them on the agenda or rejecting the proposal within five (5) days from the expiry of the time specified in Clauses 3.1 and 3.2 of these Regulations.

3.11. Misprints and other immaterial flaws in a shareholder's proposal shall not serve as a basis for refusal to include the proposed item in the agenda, or put the nominee on the list of candidates to be elected to the Supervisory Board if such proposal on the whole makes it possible to determine the will of the shareholder and confirm the shareholder's right to send a proposal. In case of material flaws, the Company shall inform the shareholder within a reasonable period to enable them to correct the proposal before the Supervisory Board resolves to approve the agenda and the list of candidates for the Supervisory Board.

3.12. A reasoned decision of the Supervisory Board on rejecting an item for the agenda or a proposed candidate to the Supervisory Board shall be communicated to the shareholders (shareholder) having proposed the item for the agenda not later than 3 days of the date of adoption of the decision. If such proposals are made by individuals/legal entities not included in the Share Register and instructing a legal entity that keeps records of their share rights, the resolution of the Supervisory Board shall be communicated to such individuals/legal entities no later three (3) days of the date of its adoption in line with the rules of the Russian securities regulation regarding Russian securities legislation regarding information and materials submission to legal entities that exercise securities rights.

3.13. The provisions governing the nomination of candidates to the Supervisory Board also apply to the nomination of candidates to other bodies of the Company for the election by the General Meeting in cases provided for by the Federal Law *On Joint-Stock Companies*.

IV. EXTRAORDINARY IN-PERSON MEETING. ABSENTEE VOTING.

4.1. A decision to hold an extraordinary in-person meeting or absentee voting is made by the Supervisory Board based on its own initiative, upon request from the Company's auditing firm or shareholders (a shareholder) who hold at least 10 (ten) percent of the Company's voting shares as of the date of the request.

4.2. A request for an extraordinary in-person meeting or absentee voting shall include formulations of issues to be put on the agenda. The request for an extraordinary in-person meeting or absentee voting procedures may include formulations of resolutions on each of the proposed agenda items, as well as a proposal regarding the method of decision-making by the General Meeting.

If a request for an extraordinary in-person meeting contains a proposal for the nomination of candidates, the relevant provisions of Section III of the present Regulation apply to such a proposal.

Where a request for convening an extraordinary in-person meeting or absentee voting does not contain a formulation of the resolution on the item(s) in question, the Supervisory Board proposes a formulation of the resolution for the said item(s).

4.2. If a request for an extraordinary in-person meeting or absentee voting is made by shareholders (a shareholder), such request shall include details (names) of the requesting shareholders (shareholder) and the quantity, category (type) of shares belonging to each of them.

Such a request shall be signed by individuals/legal entities (a person/legal entity) requesting the holding of an extraordinary in-person meeting or absentee voting.

4.3. The procedure for signing and submitting a request for holding an extraordinary in-person meeting or absentee voting is subject to the relevant provisions of paragraphs 3.6–3.8 of Section III hereof.

4.4. The percentage of voting shares owned by the shareholder (shareholders) requesting the holding of an extraordinary in-person meeting or absentee voting procedure is determined on the date of submitting such a request.

V. INDIVIDUALS/LEGAL ENTITIES ENTITLED TO VOTE AS DECISIONS ARE MADE BY THE GENERAL MEETING

5.1. The list of individuals/legal entities entitled to vote as decisions are made by the General Meeting (the "List") shall be drawn up in line with the rules of the Russian securities legislation requirements on drawing up a list of legal entities that exercise securities rights.

5.2. Information on the date of drawing up the List shall be disclosed not later than seven (7) days prior to the date.

5.3. The List (with no reference to the declaration of their will) shall be provided by the Company at request of an individual/legal entity included in such list and holding at least one (1) percent of the votes. Identification details of the individuals/legal entities on the list (except for the last name, first name and patronymic) may be provided only by consent of these persons. The List shall be made available to eligible shareholders as from the date the Company receives the List.

VI. INFORMATION OF IN-PERSON MEETING OR ABSENTEE VOTING

6.1. A notice of the in-person meeting or absentee voting (the Notice) shall be communicated no later than thirty (30) days prior to the intended date of such absentee in-person meeting or the last date voting ballots are accepted, unless a longer period is provided by the Federal Law *On Joint Stock Companies*.

The Notice shall be communicated to the individuals/legal entities entitled to vote when decisions are made by the General Meeting and registered in the Share Register by registered mail or mail handed out against signature. Notification may also be on the website of the Company on the internet at <https://moex.com>.

The Company discloses information on holding the in-person meeting or absentee voting in cases and pursuant to the procedure established by the laws and regulations that regulate information disclosure.

If a legal entity listed in the Share Register is a nominee shareholder, the Notice shall be provided in accordance with the rules outlined in the securities laws of the Russian Federation regarding provision of information and materials to legal entities exercising securities rights.

The Notice shall contain details as prescribed by the Federal Law *On Joint-Stock Companies*.

The Notice shall also include information about the documents to be presented to access to the venue of the in-person meeting.

6.2. The draft resolutions' wording and voting ballots (voting ballots' text) shall be sent to each individual/legal entity included in the Share Register of the Company and entitled to vote as decisions are made by the General Meeting, and also shall be provided (made available) by the Company by way of sending them to the Registrar for further delivery electronically (in the form of electronic documents) to nominee shareholders, included in the Share Register in accordance with the Russian Federation securities legislation, not later than 20 days prior to the in-person meeting date or deadline for the acceptance of voting ballots for the purpose of absentee voting.

A voting ballot shall be communicated via registered mail or delivered against signature.

6.3. Individuals/legal entities entitled to vote as decisions are made by the General Meeting are provided with information (materials) in the scope and manner prescribed by legislation and regulations of the Bank of Russia.

The Company may, in addition, provide further information to individuals/legal entities entitled to vote as decisions are made by the General Meeting as part of the preparation for such decisions:

- information regarding the person who proposed a particular agenda item or the person who nominated a candidate for the Supervisory Board;
- information sufficient to get an understanding of the personal qualities and professional skills of the candidates nominated to the Supervisory Board, including information of their experience and biography and compliance with the requirements to the members of the Supervisory Board;
- rationale behind the proposed net profit distribution proposal and assessment of its compliance with the Company's dividend policy, including those to be allocated for dividend payment and for own needs of the Company, accomplished with explanations and economic rationale for delivering a particular part of net profit for own needs of the Company;
- position (recommendations) of the Supervisory Board with respect to each issue on the agenda;
- details of a candidate for the appointment as the Company's auditing firm;
- in case of making amendments to the Charter and internal documents of the Company, draft documents reflecting the amendments proposed;

- information on the results of the property valuation provided as the payment for additional shares if such valuation was made by an independent appraiser, or some other information that allows the shareholder make an opinion on the actual value of the said property and its value dynamics;
- when decisions are made to increase/decrease the authorised capital, amend the Charter and internal documents, when providing a consent to concluding major deals/related party transactions, substantiation of the need to make appropriate decisions and clarify consequences for the Company and its shareholders should such decisions be made;
- when interested-party deals are approved, the list of interested persons with the indication of grounds for such persons to be recognised as interested.

The materials mentioned above shall be provided in the event that the General Meeting considers the relevant issue.

Materials shall be made available to individuals/legal entitled to vote as decisions are made by the General Meeting within thirty (30) days before an in-person meeting or absentee voting to get familiarised with at the location of the standing executive body of the Company, as well as at other locations whose addresses are specified in the Notice (unless the legislation of the Russian Federation provides for a longer period).

6.4. The information (materials) specified shall be made available to the participants in the in-person meeting during its proceedings.

6.5. The Company may disclose the information (materials) for a meeting or absentee voting procedure on the Company's website. The Company may also publish additional information regarding transportation to the venue of the in-person meeting, a sample power of attorney form that a shareholder may issue to their representative to participate in the in-person meeting or remote voting, and information on the procedure for getting such a power of attorney notarised.

The Company must upon request of a person/legal entity entitled to vote as decisions are made by the General Meeting provide copies of the aforesaid documents within seven (7) working days as from the date of the receipt of such request. The Company may not charge a fee for providing such copies in amount exceeding the cost of producing thereof.

Information (materials) to be provided to the individuals/legal entities entitled to vote as decisions are made by the General Meeting may be sent via e-mail upon

a written request of an authorised representative of the individual/legal entity entitled to vote.

To procure an equal attitude towards all the shareholders of the Company, including foreign ones, the Company shall have the right to provide information on holding an in-person meeting (including materials for the in-person meeting) both in the Russian and English languages.

6.6. If a legal entity registered in the Share Register is a nominee holder, the announcement on the in-person meeting or voting procedures along with information (materials) provided to those entitled to vote when decisions are made by the General Shareholders Meeting shall be communicated in accordance with the Russian Federation laws on securities, in particular the procedure for submitting the information (materials) to legal entities exercising the rights for securities.

6.7. If the agenda includes the issue of the dividend pay-out, the Company may explain to the shareholders (disclose on the Company's website in the materials for the in-person meeting and (or) to attach it as a note to the set of voting ballots for voting) the need for timely notification of the registrar/depository that keeps record of the rights to Company shares about the change of their data required for the dividend pay-out, as well as consequences related to untimely notification about the change of such data.

VII. PREPARATION FOR IN-PERSON MEETING OR ABSENTEE VOTING

7.1. Preparation for holding the in-person meeting or absentee voting of the General Meeting shall be carried out pursuant to the procedure and within the time limits established by the Federal Law *On Joint-Stock Companies*, other legal acts of the Russian Federation and the Charter of the Company.

7.2. In the course of preparation for the in-person meeting or absentee voting, the Supervisory Board shall determine:

- the method of decision-making (an in-person meeting or absentee voting);
- the possibility of remote participation in the in-person meeting, the procedure for getting access for such participation, including methods for verifying the identity of remote participants, as well as the option to attend the in-person meeting in person or to hold the in-person meeting without a designated venue;
- the date and time, the venue of the in-person meeting (with the exception of an in-person meeting with remote participation that is held

without determining its venue), or, in the case of absentee voting, the deadline for the acceptance of voting ballots for the purposes of absentee voting;

- other details as required by the Federal Law *On Joint-Stock Companies* and regulations of the Bank of Russia.

7.3. During the preparation for the in-person meeting of the General Meeting or absentee voting, the Company shall have the right to create a special telephone channel (hot line), create a special email address, post the feedback forms on its Internet website.

VIII. PROCEDURE FOR PARTICIPATION IN IN-PERSON MEETING OR ABSENTEE VOTING

8.1. Entitled to vote as decisions are made by the General Meeting shall be the individuals/legal entities included on the List, the individuals/legal entities who obtained the rights to securities from the aforesaid individuals/legal entities by way of inheritance or reorganisation procedure, or their representatives acting under the power of attorney or by operation of the law.

8.2. In the course of the annual meeting those entitled to vote as decisions are made by the General Meeting may exercise their right to vote on agenda items through absentee voting process or voting at the in-person meeting. The persons who have voted through absentee voting are entitled to participate in the in-person meeting without the right to vote at such an in-person meeting.

8.3. A shareholder participates in an in-person meeting or absentee voting either in person or by proxy.

8.4. A shareholder shall be entitled to replace its/his/her proxy at any time or personally participate in the in-person meeting or absentee voting.

8.5. An individual/legal entity entitled to participate in the in-person meeting (also a new proxy of the shareholder acting under the power of attorney to vote) shall be registered, and voting ballots shall be provided to them if the notice of replacement (revocation) of the proxy has been received by the Company or by the Company's Registrar prior to registration of the proxy whose powers are terminated.

8.6. Registration of the individuals/legal entities entitled to vote as decisions are made by the General Meeting shall be effected subject to identification of the persons arriving through comparing the data contained in the List with the data of the documents produced (provided) by the above said individuals/legal entities.

8.7. At registration the persons entitled to vote as decisions are made by the General Meeting shall provide an ID document.

If an individual/legal entity entitled to vote participates at such an in-person meeting by the proxy, the proxy along with a document certifying the identity shall provide a document confirming the powers.

8.8. A proxy of the holder at the General Shareholders Meeting acts in compliance with the powers based on the federal laws guidance or acts of the authorized state bodies or local authorities or a power of attorney comprised in writing. The power of attorney for voting shall contain information on the shareholder and the proxy. The power of attorney for voting shall be composed in accordance with the requirements of Clauses 3 and 4 Article 185.1 of the Civil Code of the Russian Federation, or shall be notarized.

8.9. Details of a proxy of the legal entity that acts without a power of attorney by virtue of constituent documents, should conform to the data in the Share Register. In the event that the submitted data fails to conform to those in the Share Register, the proxy shall submit the following documents to confirm the powers: a certified copy of or an extract from the charter of the legal entity with the details on the scope of authority of the representative and procedure for the exercise of authority; extract from the minutes (or from other document) confirming appointment (election) of the shareholder's proxy to the position allowing him/her by virtue of the charter to act without a power of attorney.

8.10. Documents certifying the powers of successors and representatives of the individuals/legal entities included in the List shall be provided to the Registrar upon registration or attached to the voting ballots.

8.11. Registration of the individuals/legal entities included on the List to participate in an in-person meeting shall be effected at the place of holding such in-person meeting.

An individual/legal entity entitled to vote as decisions are made by the General Meeting is provided with voting ballots, and the receipt of such ballots is confirmed by their signature in the List.

8.12. If shares are transferred after the established date for determining the individuals/legal entities entitled to vote as decisions are made by the General Meeting (record date), and before the in-person meeting date or the submission of the voting ballot in the case of remote voting, the person/legal entity entitled to vote as decisions are made by the general meeting shall issue a power of attorney to the acquirer or vote in accordance with the acquirer's instructions, if the share transfer agreement provides so. This rule shall also apply to any subsequent transfer of the shares of the Company.

If a power of attorney is granted in respect of the shares transferred, the acquirers of such shares shall be registered, and voting ballots shall be provided to them.

8.13. If a share of the Company is in joint shared ownership of several individuals/legal entities, the powers to participate in an in-person meeting or absentee voting procedure shall be at their discretion exercised either by one of such joint shared owners or by their common representative. The powers of each of the above said individuals/legal entities shall be duly formalised.

8.14. Registration of the individuals/legal entities entitled to vote as decisions are made by the General Meeting shall not be ended at the opening of the in-person meeting. The registration of individuals/legal entities that are entitled to vote shall end after the last quorate agenda item is discussed and before the time allotted for voting to individuals/legal entities that failed to vote earlier.

IX. OPENING OF THE IN-PERSON MEETING

9.1. An in-person meeting of the General Meeting shall be opened if at least one agenda item is quorate by the beginning of the in-person meeting.

9.2. If by the beginning of the in-person meeting no agenda item is quorate, the in-person meeting may be postponed by two (2) hours.

The opening of the in-person meeting may be postponed only once.

9.3. Before starting the discussion of a new Supervisory Board election, persons participating in the in-person meeting shall be informed on the number of votes cast for each candidate in the ballots received or filled in electronically via website, no later than two (2) days before the date of the in-person meeting.

9.4. An in-person meeting which had a quorum for only some agenda items at the time of its opening shall not be closed if, by the end of the registration period, individuals/legal entities have registered, whose registration would satisfy the quorum requirement for decisions on other agenda items.

X. PROCEEDINGS OF IN-PERSON MEETING

10.1. The Chairman (Presiding Officer) shall administer the in-person meeting.

10.2. The Chairman of the Supervisory Board presides over the in-person meeting, and in the absence of the Chairman, a Deputy Chairman shall preside. In the absence of the Chairman of the Supervisory Board and his/her Deputy, a member of the Supervisory Board chairing one of the Supervisory Board's committees shall preside. In the absence of such persons at the in-person meeting, the Presiding

Officer shall be elected from those registered for participation in the in-person meeting under the procedure set out in para 3 Clause 10.5 hereof.

10.3. The Chairman (Presiding Officer) shall:

- declare the in-person meeting open and closed;
- after closing the discussion on an agenda item (all issues of the agenda), declare beginning of voting on such items (issues) of the agenda;
- announce the voting outcomes for the agenda items put to a vote (if the outcomes are declared during the in-person meeting);
- administer the in-person meeting and oversee its proceedings;
- take measures to maintain or restore order at the in-person meeting;
- ensure adherence to the General Meeting's decisions regarding the procedure of the in-person meeting;
- ensure that the agenda is followed;
- give floor to speakers and co-speakers, as well as to in-person meeting participations having intention to speak at the meeting based on their written requests;
- ensure observance of the shareholders' rights to show their opinion on all issues in questions;
- perform other functions as envisaged in the Federal law *On Joint Stock Companies* and other laws and regulations.

10.4. The Company seeks to provide the shareholders with the option to smoothly and timely obtain information about the in-person meeting and material thereto, ask questions to members of the Executive Board and those of the Supervisory Board and communicate with one another.

10.5. An in-person meeting shall be held in such a way that the shareholders are able to make considered and informed decisions. Unless the General Meeting decides otherwise, the order to speak on the issues of the agenda during an in-person meeting shall be as follows:

- report on an issue on the agenda – up to thirty (30) minutes;
- co-report – up to twenty (20) minutes;
- speaking in the debates – up to three (3) minutes;
- questions and information – up to three (3) minutes.

Considering the essence, the number and the course of discussion of the issues in question, the Chairman (the Presiding Officer) may reduce the time for reports and agenda items' discussion. In case of receiving an objection from at least one of the shareholders present at the in-person meeting, the Chairman (the Presiding Officer) shall put the question of establishing a different schedule of reports to the vote.

An alternative speaking order and other decisions regarding the in-person meeting procedure not stipulated in this section may be decided directly at the in-person meeting. Such decisions must be made by the General Meeting before the start of discussion regarding the respective agenda item by a majority of the votes of those present at the in-person meeting who have voting rights. Such voting does not include shareholders (persons) who exercise their voting rights by voting by ballots or by giving instructions and declaring their will to a nominee shareholder.

10.6. A person participating in the in-person meeting, may only speak once on the same agenda item.

10.7. A person having intention to speak at the in-person meeting on an agenda item as a co-reporter shall submit to the Secretary a written request specifying the issue of the agenda he/she is intending to speak on prior to the end of discussion on such issue.

The Secretary of the General Meeting forwards the request to the Chairman of the General Meeting who further announces it at the in-person meeting.

10.8. The following persons shall be invited to attend an annual in-person meeting:

- members of the Supervisory Board;
- members of the Executive Board;
- Chairman of the Executive Board;
- the authorized representative(s) of the auditing firm which performed the mandatory audit of the Company's statements and the auditing firm nominated for appointment in the subsequent year;
- candidates nominated for the election to the Supervisory Board.

If the agenda of the extraordinary in-person meeting includes the election of the Supervisory Board members, the nominated candidates shall be invited.

The General Meeting may also invite the persons who have submitted their formal opinions on the agenda items, allowing shareholders to ask them questions.

10.9. The Secretary of the General Meeting shall be the head of the business unit performing the functions of the Corporate Secretary of the Company.

In the absence of the head of the business unit with the functions of the Corporate Secretary on the day of the General Meeting's in-person meeting, such role shall be performed by his/her deputy or any other employee of such the business unit in accordance with the Company's procedures.

The Secretary of the General Meeting:

- exercises control over the preparation of draft documents intended for an in-person meeting or absentee voting;
- prepares Notices and ensures their timely disclosure and/or delivery to the individuals/legal entities included into the list of individuals/legal entities entitled to vote as decisions are made by the General Meeting;
- ensures the preparation of information (materials) to be submitted to the individuals/legal entities entitled vote as decisions are made by the General Meeting;
- ensures access for the individuals/legal entities included on the List to information (materials) to be provided to such individuals/legal entities;
- manages the production and supply of required document copies for the persons entitled to vote as decisions are made by the General Meeting, ensuring that this is done no later than seven (7) business days after the request is received by the Company;
- ensures the issuance of extracts and certificates from the List;
- distributes voting ballots to the individuals/legal entities included in the List;
- prepares and signs minutes of the in-person meeting or remote voting for the purpose of making decisions by the General Meeting (hereinafter the "minutes of the General Meeting);
- prepares and signs abstracts of the General Meeting's minutes;
- certifies as true copies of minutes and abstracts of minutes of the General Meeting.

10.10. After counting votes and announcing the results of voting the Chairman (Presiding Officer) declares the General Meeting's in-person meeting closed.

XI. VOTING AT THE GENERAL MEETING

11.1. Voting as decisions are made by the General Meeting shall be on the "one voting share – one vote" principle, with the exception of cumulative vote on the

election of members of the Supervisory Board and in case of fractional shares granting a portion of vote to the holders of such shares.

11.2. All shareholders must be able to exercise their voting rights without interference, in a manner that is accessible and comfortable for them.

11.3. Voting on the agenda items shall employ voting ballots. The format and wording of voting ballots with draft resolutions on agenda items that should be communicated electronically (as electronic documents) to nominee holders of shares registered in the Share Register, shall be approved by the Supervisory Board.

11.4. The deadline for accepting voting ballots to vote at the in-person meeting is two days prior to the in-person meeting date. Individuals/legal entities with the right to participate in the in-person meeting, whose ballots have been received no later than two (2) days before the in-person meeting date, are entitled to attend the meeting without voting rights.

11.5. When the Registrar receives the declarations of will from the individuals/legal entities entitled to vote as decisions are made by the General Meeting that are not registered in the Share Register and, in compliance with Russian Federation Laws on securities, gave voting instructions to the legal entities recording their rights to shares, it shall be treated as voting with voting ballots.

11.6. At the request of the individuals/legal entities included into the List, they shall be provided with the voting ballots with a note of a repeated delivery.

11.7. In cumulative voting the number of votes attached to each voting share shall be equal to the total number of the persons to be elected to the Supervisory Board of the Company.

A shareholder may cast all votes attached to the shareholder's shares thus obtained for one candidate or distribute them among two or more candidates to the Supervisory Board.

A fractional vote, obtained by multiplying the number of votes held by the fractional shareholder by the number of persons to be elected to the Supervisory Board, may only be cast for one candidate.

The nominees who received the majority of votes shall be considered elected to the Supervisory Board.

11.8. If several candidates nominated to the Supervisory Board receive an equally insufficient number of votes, the candidate (candidates) nominated by the shareholders (shareholder) holding a bigger number of voting shares of the Company in aggregate shall be deemed elected to the Supervisory Board.

11.9. If the Company is being informed on the nominee's incompliance with the requirements set for members of the Supervisory Board of the Company by the effective legislation and laws and regulations, and such information prevents the aforesaid nominee from being elected, such nominee is prohibited for election. This information together with recommendations for abstaining from voting shall be communicated to those entitled to vote as decisions are made by the General Meeting (upon agreement with the Chairman of the Supervisory Board) prior to start of voting on election to the Supervisory Board.

11.10. The individuals/legal entities having registered for the in-person meeting shall be entitled to vote on all issues on the agenda starting from the in-person meeting opening and until its closing, and if the voting results and resolutions adopted by the General Meeting are announced at the in-person meeting, until the beginning of vote counting on the agenda items. This rule does not apply to voting on the order of business of the General Meeting.

11.11. After the last issue on the agenda is discussed (last quorate item) and the closing of the in-person meeting (beginning of the vote counting), the individuals/legal entities that have not voted before that shall be given a period of time for voting.

Each participant of the in-person meeting may request a copy of the ballot completed by them before the closure of the in-person meeting (the start of the vote count).

XII. VOTE COUNTING

12.1. In the event of voting carried out by ballots, the votes shall only be counted with regard to those issues for which the voter has given one of the possible votes.

12.2. Ballots for voting which are filled out in a violation of the aforesaid requirement 12.1. shall be deemed invalid and the votes shall not be counted with regard to the issues contained therein.

12.3. If a voting ballot contains several items put to a vote, the failure to comply with the aforesaid requirement 12.1. with respect to one or several issues shall not invalidate any correctly formulated votes on other issues.

12.4. Votes cast by voting ballots signed by a shareholder's proxy acting under a power of attorney for voting shall not be counted in the quorum and voting results if the Company or the registrar receives the notice of replacement (revocation) of such proxy no later than two (2) days before the date of the in-person meeting or before the deadline for accepting voting ballots for absentee voting.

12.5. If during the vote counting process, two (2) or more completed voting ballots from one and the same person are found in which different voting options are selected on one and the same agenda item, all the aforementioned ballots in relation to voting on that item are deemed invalid. This rule shall not apply to the voting ballots signed by a person/legal entity having granted the power of attorney for voting in respect of the transferred shares and (or) a person acting under such power of attorney, in which the number of votes cast for one of voting options is specified in the space for indicating the number of votes cast for one of voting options, and appropriate marks are made.

12.6. If a voting ballot is considered invalid to the extent of voting on one, more than one or all the items put to a vote, it shall not exclude votes from the ballot in question when counting a quorum.

12.7. If the Company received an application from a candidate nominated for election to the Supervisory Board of the Company to withdraw his/her consent for election or any other document expressing his/her disagreement with being elected to the Supervisory Board of the Company, information on that shall be communicated to the individuals/legal entities entitled to participate at the General Meeting, jointly with the recommendations to abstain from voting on such a candidate.

12.8. Resolutions adopted at the in-person meeting can be announced at the same in-person meeting where the voting was conducted, and can be communicated to the persons included in the List through the Voting Results Report in the manner prescribed for the in-person meeting or absentee voting procedure notification, no later than four (4) working days after the closing date of the in-person meeting or the end date of the ballot acceptance in case of absentee voting.

Where as on the date as of which individuals/legal entities entitled to participate in the General Meeting are determined (the record date), individuals/legal entities registered in the Share Register is a nominee shareholder of the Company's shares, the information contained in the Voting Results Report must be provided to the nominee shareholder in accordance with the rules of Russian Federation legislation on securities, for the purpose of providing information and materials to persons exercising rights in securities.

12.9. A decision of the General Meeting made during the in-person meeting is deemed adopted at the moment the results are counted for the relevant agenda item, unless otherwise specified in the decision. A decision of the General Meeting made through absentee voting is deemed adopted on the day following the deadline for voting ballots acceptance, unless otherwise specified in the decision.

12.10. The Registrar of the Company shall confirm the adoption of the decision by the General Meeting and the list of the Company's shareholders present at its adoption.

XIII. COUNTING BOARD

13.1. The functions of the Counting Board shall be vested upon the Company's Registrar.

13.2. The Counting Board shall perform the following functions:

- acknowledgement that the resolutions have been adopted by the General Meeting and that the list of shareholders present during the decision-making process has been documented;
- verification of authority and registration of participants in the in-person meeting of the General Meeting or absentee voting process;
- determination of the quorum for an in-person meeting or absentee voting process, along with the quorum for decision-making on each agenda item;
- clarification of the issues arising in connection with the exercise of the right to vote by shareholders (their representatives) at the in-person meeting of the General Meeting or through absentee voting procedures;
- clarification of the voting procedure with regard to the issues put to a vote;
- maintenance of the established procedure of voting and the shareholders' right to participate in the voting;
- calculation and finalisation of vote totals;
- certification of the copies of voting ballots;
- preparation of the voting results minutes;
- performance of other functions provided for by the Federal Law *On Joint-Stock Companies*, other laws and regulations of the Bank of Russia, and these Regulations.

XIV. THE MINUTES OF THE GENERAL MEETING

14.1. The minutes will record the proceedings of the General Meeting, including the results of the votes cast during the in-person meeting and those submitted through absentee voting.

14.2. The minutes of the General Meeting shall be drawn up no later than three working days after the closure of the in-person meeting or the deadline for the acceptance of voting ballots for absentee voting. The minutes of the General Meeting can be prepared on paper or using electronic or other technical means. The minutes of the General Meeting on paper shall be drawn up in duplicate. The minutes of the General Meeting shall be signed both by the person presiding at the in-person meeting and the Secretary of the General Meeting. The Minutes of the General Meeting, which records the results of absentee voting, shall be signed by the Chairman of the Supervisory Board and the Secretary of the General Meeting.

14.3. The following documents shall be attached to the Minutes of the General Meeting:

- record of the voting results at the General Meeting;
- documents adopted by the General Meeting.

14.4. Decisions of the General Meeting shall be made available to all shareholders. Therefore, the Company posts the text of the report on voting results on its website within four (4) working days of the date the General Meeting was closed or the date when the Exchange stopped to receive voting ballots where voting was through an absentee voting option.