### INFORMATION DOCUMENT RELATED TO THE EXTRA ORDINARY GENERAL ASSEMBLY MEETING HELD BY

# IZOCAM TICARET VE SANAYI A.Ş. ON 16th JUNE 2015 FOR THE YEAR 2014

Ordinary General Assembly Meeting of Shareholders of our company will be held on <u>16<sup>th</sup> June</u> <u>2015</u> at 12.00 o'clock at "Renaissance Polat Istanbul Hotel, Sahil Yolu Cad. No:2 Yesilyurt – ISTANBUL/<u>Turkey</u> address in order to discuss and decide upon the following agenda item.

Stakeholders can attend the Ordinary General Assembly Meeting of our company personally in the physical or electronic environment or they can attend through their representatives. Stakeholders or their representatives can attend the General Assembly Meeting in the electronic environment by using secure electronic signatures. So, those stakeholders who will perform transactions at EGK (Electronic General Assembly Meeting) need to sign in Merkezi Kayıt Kuruluşu A.Ş. (MKK) e-MKK Bilgi Portalı (Information Portal), save their contact information and get electronic signatures. Stakeholders or their representatives who do not sign in e-MKK Information Portal and get electronic signatures cannot attend General Assembly Meetings in the electronic environment.

Moreover, those stakeholders or their representatives who want to attend General Assembly Meetings in the electronic environment must fulfill their liabilities in accordance with "Regulation Regarding Participation to General Assembly Meetings of Joint Stock Companies on Electronic Medium" published on 28<sup>th</sup> August 2012 in the Official Gazette numbered 28395 and ""Communiqué on the Electronic General Assembly Meeting System Used in General Assembly Meetings of Joint Stock Company" published on 29<sup>th</sup> August 2012 in the Official Gazette numbered 28396.

Stakeholders who cannot attend the meetings personally in the physical or electronic environment must issue their powers of attorney according to the attached sample or they must get a sample proxy form from our company or <a href="www.izocam.com.tr">www.izocam.com.tr</a> website. They must fulfill the requirements set forth in Capital Markets Board's Communiqué "II-30.1 dated 24 December 2013" and submit their powers of attorney after having the signatures put on them certified by a notary public. It is not necessary for the proxy, who is appointed by electronic means over the Electronic General Meeting System, to present a power of attorney.

Open ballot system shall be used by the procedure of raising hand provided that voting provisions for electronic media are reserved as to approval of Agenda items at General Meeting.

In accordance with subparagraph 4 of article 415 of New Turkish Commercial Code no. 6102 and subparagraph 1 of article 30 of Capital Markets Law, right to attend to general assembly and voting shall not be affiliated to term of storing share certificates. Within this framework, there is no need for our shareholders to block their shares in case they want to attend to General Meeting. However, our shareholders who do not want their identities and information as to shares in their accounts to be communicated to our Company and therefore information of whom cannot be seen by our Company are required to apply to intermediary agencies where their accounts are available and to remove "limitation" that block their identities and information as to shares in their accounts to be informed to our Company until 16.30 one day before the General meeting at the latest in case they want to attend to General Meeting. A detailed information note for 2014 which includes Financial Statements and Independent Audit Report as well as proposal for Profit Distribution, Annual Report and Report of Compliance with Corporate Governance Principles in the attachment thereof, and required details and explanations with the said agenda items and the regulations by the Capital Markets Board shall be made available at the Head Office, on the official website of the company at www.izocam.com.tr and on the Electronic General Meeting System of the Central Registry Agency (www.mkk.com.tr); for review by our Esteemed Shareholders, 21 days in advance of the meeting.

All right and benefit holders as well as the media (press - media organs) are invited to our General Assembly Meetings.

Respectfully submitted for the information of our distinguished stakeholders

Yours sincerely,

#### **BOARD OF DIRECTORS**

Head Office Address:

Altayçeşme Mah. Öz Sok. No:19 Kat: 3-5-6 Maltepe / İstanbul

Tel: 0216 440 40 50 Faks: 0216 440 40 75

#### Branches;

Dilovası Organize Sanayi Bölgesi 1. Kısım Dicle Caddesi No:8 Dilovası - Kocaeli

 Gebze (V) Kimya İhtisas Organize Sanayi Bölgesi Çerkeşli Köyü Yolu Üzeri Kocabayır Tepe Mevkii

Kiplasma Cad. No:1 Dilovası - Kocaeli

- 75. Yıl Mh. Organize San. Bölgesi Şehitler Bulvarı No:17 Odunpazarı Eskişehir
- Şahin Mah. Sait Polat Bulvarı No: 376A Tarsus MERSİN

#### ADDITIONAL EXPLANATIONS WITH REGARD TO CMB ARRANGEMENTS

We hereby submit for your information the notifications and explanations required to be made pursuant to the Laws and Communiqués of Capital Markets Board as well as submitting our explanations related to General Assembly Agenda Items:

#### I. Partnership Structure and Voting Rights

Issued capital of the Company is TL 24.534.143,35 and it has been fully paid and covered. Issued capital has been divided into 2.453.414.335 shares each with a par value of kr 1(one kuruş) and they are all registered shares. Every share has one right to vote. Company capital does not contain any privileged shares.

| NAME AND TITLE OF THE<br>PERSON OR COMPANY | SHARE VALUE (TL) | SHARE RATE (%) |
|--|------------------|----------------|
| İZOCAM HOLDİNG A.Ş.                        | 23.324.476,84    | 95,07          |
| THE OTHER PUBLIC PART                      | 1.209.666,51     | 4,93           |
| TOTAL                                      | 24.534.143,35    | 100            |

## II. Information on the Management and Activity Changes Which Will Have a Significant Effect Our Company or Its Important Subsidiaries and Affiliates:

Our company has no subsidiary.

95.07% percent of our company's capital amount corresponding to 2.332.447.700 shares is included in the portfolio of İzocam Holding A.Ş. which is an associated company of Saint Gobain (France) and Alghanim (Kuwait).

## III. Information on the Request Made by Shareholders, CMB and Other Public Authorities for Adding an Item to the Agenda:

Shareholders constituting at least one-twentieth of the capital may ask from the Board of Directors to put the issues they want to be resolved on General Assembly by stating the agenda and necessitating reasons in written. The request to put an agenda item should be delivered to the board of directors before the deposit date of announcement fee related with the publication of notice of meeting on Turkish Official Gazette. Call and request to put an agenda item is made through notary.

#### IV. The Right Of Shareholder To Ask For Custom Control:

Even if it is not on the agenda, by acting pursuant to the articles 438 and 439 of Turkish Commercial Code, shareholders can request from the General Assembly to elucidate certain events by means of conducting a specific audit. If the General Assembly approves the request, company or any shareholder can ask from the commercial code of the first instance located near the head office to assign a special auditor within thirty days.

### EXPLANATIONS ON THE AGENDA ITEMS OF THE ORDINARY GENERAL ASSEMBLY MEETING HELD ON 16th JUNE 2015

#### 1. Opening ceremony and election of the Presidential Board

General Assembly selects a Chairman and a Deputy Chairman (if necessary) within the frame Turkish Trade Code (TTC) and "Regulation on the Procedures and Principles of General Assembly Meetings of Joint Stock Companies and Representatives of the Ministry of Customs and Trade Attending Such Meetings" published by the Ministry of Customs and Trade on 28<sup>th</sup> November 2012 in Turkish Official Gazette numbered 28481. Chairman constitutes the Chairmanship by appointing a minute keeper and a vote collector (if he deems it necessary).

2 - Informing and approval upon amendments in the below articles of The Articles of Association, provided that the required permits are received from the Capital Market Board and Republic of Turkey, Ministry of Customs and Trade; amendment of: Article 11: Structure and Duties of The Board of Directors and Representation of The Company; Article 13: Provisions Related with the Board of Directors; Article 14: Board Meetings; Article 15: Management and Representation of the Company; Article 16: Auditors; Article 18: General Assembly Meetings.

It is decided by Board to amend the below stated articles of Articles of Association (Annex-1) within the framework of the relevant declarations and regulations of Turkish Commercial Code and Capital Market Law and on the condition that the required permissions are received, and to finalize the procedure by submitting it for the approval of Extra Ordinary General Assembly to be held in 2015 after receiving the required permissions:

#### 3. Sign off the minutes of the General Assembly meeting by the Presidential Board.

The issue of authorizing Chairmanship to take down in a minute such decisions taken at General Assembly meetings within the frame of TTC and Regulation provisions shall be submitted to our shareholders for approval.

#### **ANNEXES:**

Annex – 1: Draft Amendment Of Articles of Association

| OLD TEXT   | NEW TEXT   |
|--|--|
| Article 11   | Article 11-  |
| Article 11  STRUCTURE AND DUTIES OF THE BOARD OF DIRECTORS and REPRESENTATION OF THE COMPANY:  Administration and representation of the Company shall be executed by the Board of Directors consisting of not at least 5 members elected within the framework of the Turkish Commercial Code, Capital Markets Board regulations and relevant legislation provisions.  Board of Directors shall be established and shall operate within the following principles:  11.1 Number of Board members shall be determined by the General Assembly in a way to enable board members to undertake efficient and productive efforts, to take fast and rational decisions, to establish committees and to organize their works effectively on condition that                                      | Article 11- STRUCTURE AND DUTIES OF THE BOARD OF DIRECTORS are REPRESENTATION OF THE COMPANY:  Administration and representation of the Company shall be executed by Board of Directors consisting of not at least 5 members elected within framework of the Turkish Commercial Code, Capital Markets Board regulating and relevant legislation provisions.  Board of Directors shall be established and shall operate within the follow principles:  11.1 Number of Board members shall be determined by the General Assensing a way to enable board members to undertake efficient and productive effect to take fast and rational decisions, to establish committees and to organize the works effectively on condition that there are at least 5 members in any situated. The majority of members of Board of Directors is composed of such individual who do not have any administrative position in the company other than both  |
| there are at least 5 members in any situation.  The majority of members of Board of Directors is composed of such individuals who do not have any administrative position in the company other than board of directors membership and who do not intervene in the daily businesses and ordinary activities of the company.  11.2 The number and attributes of independent board members shall be in compliance with the Capital Markets Board Corporate Governance Regulations.  11.3 The execution and operating principles of Board of Directors together with its structure and meeting format and thereby the relevant structure of committees to be established within Board of Directors shall be in compliance with the Capital Markets Board Corporate Governance Regulations. | of directors membership and who do not intervene in the daily businesses and ordinary activities of the company.  11.2 The number and attributes of independent board members shall be in compliance with the Capital Markets Board Corporate Governance Regulations.  11.3 The execution and operating principles of Board of Directors together with its structure and meeting format and thereby the relevant structure of committees to be established within Board of Directors shall be in compliance with the Capital Markets Board Corporate Governance Regulations.  Board of Directors governs the Company and represents it against courts and third parties. Excluding the Article 408 of Turkish Commercial Code and the regulations in Clause 1 of Article 23 of Capital Markets Law, Board of Directors has the absolute authority to perform all kinds of proceedings and actions, related with the company's field of activity together with the administration and possession of all kinds of estates and assets belonging to the company.  To take customable decisions in all issues that are not subject to the resolutions of General Assembly, to determine the authorities of the General Director, Vice |

plans are among the duties of Board of Directors. Board of Directors

|  | NEW TEXT   |
|--|--|
|  | 11.3 Continues   |
|  | performs the duties assigned or will be assigned to itself under this Master Agreement and General Assembly resolutions based on the applicable laws, and exercises its authority in this context.  11.4) Duties and authorities of the General Director are determined by the Board of Directors. The Chairman of Board and the General Director cannot be the same person. |
|  |  |

#### **OLD TEXT**

#### Article 13

## PROVISION RELATED WITH THE BOARD OF DIRECTORS:

Rights, duties, liabilities and responsibilities of the Board of Directors, meeting way and quorum, election of the member, death or situations preventing the fulfillment of duties, elections made by the Board of Directors for emptied memberships, salaries and other issues regarding the Board of Directors shall take place in line with the provisions of the Turkish Commercial Code and Capital Markets Board Corporate Governance Principles. As per the law and Articles of Association, Board of Directors shall be entitled to accept all kinds of decisions except for issues decreed by the General Assembly.

The following issues are within the authority of the Board of Directors.

- 1- To elect the executive director as per relevant articles of the Capital Market Law and Turkish Commercial Code, in the event that a member is determined and offered to be entitled to manage and sign when a duty distribution is required among the Board of Directors, to determine the member and directors to whom these authorities will be given,
- 2- To employ and discharge Company's General Director and Deputy General Directors, to determine their way of work and authorities, to determine and assign authorized signatories on behalf of the company and their authority degrees,
- **3-** Purchase, sale, lease and mortgage of real estate on behalf of the Company.
- **4-** To make all kinds of agreements with banks and other credit institutions on behalf of the company and for obtaining all kinds of credits; to enter in lien and mortgage commitments for this purpose.

#### **NEW TEXT**

#### Article 13-

#### PROVISION RELATED WITH THE BOARD OF DIRECTORS:

Rights, duties, liabilities and responsibilities of the Board of Directors, meeting way and quorum, election of the member, death or situations preventing the fulfillment of duties, elections made by the Board of Directors for emptied memberships, salaries and other issues regarding the Board of Directors shall take place in line with the provisions of the Turkish Commercial Code and Capital Markets Board Corporate Governance Principles. As per the law and Articles of Association, Board of Directors shall be entitled to accept all kinds of decisions except for issues decreed by the General Assembly. Board of Directors assembles at least three times in a year. Quorum of decision in the Board of Directors is the absolute majority of total number of members. Obligations imposed by Corporate Governance Regulations of Capital Market Board are reserved. In case, there is a board member who objects the decision taken, his/her objection is written to minutes.

The following issues are within the authority of the Board of Directors.

- 1- To elect the executive director as per relevant articles of the Capital Market Law and Turkish Commercial Code, in the event that a member is determined and offered to be entitled to manage and sign when a duty distribution is required among the Board of Directors, to determine the member and directors to whom these authorities will be given,
- **2-** To employ and discharge Company's General Director and Deputy General Directors, to determine their way of work and authorities, to determine and assign authorized signatories on behalf of the company and their authority degrees,
- **3-** Purchase, sale, lease and mortgage of real estate on behalf of the Company.
- **4-** To make all kinds of agreements with banks and other credit institutions on behalf of the company and for obtaining all kinds of credits; to enter in lien and mortgage commitments for this purpose.

#### **OLD TEXT**

#### Article 14

#### **BOARD MEETINGS:**

The Board of Directors convenes as business of the Company necessitates Board meetings are held at the Company's head-office. However, a Board meeting can be held at another place upon proposal or consent of 2/3 of the Board members. Provisions of the Turkish Commercial Code are reserved.

Those who are entitled to participate in company's board meetings, may also participate in these meetings electronically in line with article 1527 of the Turkish Commercial Code. The Company may build the Electronic Meeting System which will enable right-holders to participate and vote in these meetings electronically in line with the provisions of the "Notification on Electronic Meetings Other Than Corporation General Assemblies in Commercial Companies" while it may also receive services from the systems created for this purpose. In meetings to be held, right-holders shall be made able to use their rights specified in the relevant legislation within the framework of the provisions of Notification through the system according to this provision of the articles of association or over the system through which support service will be received.

#### **NEW TEXT**

#### Article 14

## QUALIFICATIONS OF THE MEMBERS OF BOARD OF DIRECTORS AND THE WAY OF HOLDING THE MEETINGS:

<u>14.1)</u> Board of Directors' Members are selected among person who are postgraduate, have technical information and/or general finance and legal knowledge and administrative experience in the related filed of activity of the company and having the potentiality and determination to attend all meetings of the board of directors. In compliance with Corporate Governance Principles, it is targeted to increase the number of female members among board members that will be nominated to Board of Directors in General Assembly and who have sufficient knowledge and experience.

14.2.) Board of Directors arranges the internal directive related with the designation of the ones authorized to represent the company and their authority level, distribution of the tasks of board members besides the Board Chairman and deputy chairman, and constitution of committees in its first meeting and finalizes these decisions. Board of Directors assigns a member to manage the meeting only and limited for that meeting, in case the Chairman or deputy chair is absent. The Board Chairman determines the meeting agenda. In case of necessity, meeting agenda can be determined by Board of Directors' decision too. At the end of each meeting, meeting notes are typed and and meeting minutes are signed by all members. Every member carries only a single right of vote. He/she personally uses this right. The votes in the Board of Directors meeting are casted as 'yes' or 'no'. In case, a a member objects the decisions taken in the meeting, this is noted to the meeting minutes.

The Board of Directors convenes as business of the Company necessitates Board meetings are held at the Company's head-office. However, a Board meeting can be held at another place upon proposal or consent of 2/3 of the Board members. Provisions of the Turkish Commercial Code are reserved. Board of Directors can also be assembled upon the request of shareholders who are either institutional investors or minority shareholders. The invitation request is first submitted to the Chairman of Board. If Chairman approves the invitation or decides that an urgent meeting is not necessary, he/she puts the invitation to the agenda of the first Board of Directors meeting to be conducted. Provisions of Turkish Commercial Code related with the meetings of board directors are reserved.

| OLD TEXT   | NEW TEXT   |
|--|--|
| Article 15   | Article 15   |
| COMPANY MANAGEMENT AND REPRESENTATION:   | COMPANY MANAGEMENT AND REPRESENTATION:   |
| The Company is managed and represented by the Board of directors any document or contract to which the Company is a party requires signature/signatures of a signatory/signatories to be placed under the corporate seal for becoming valid. Signatories and degree of powers vested thereon are determined by the Board of Directors. The Board of Directors may exercise its management and representation authority by itself, or it may delegate the management authority partially or fully to one or more Board members or third persons with an internal directive. | The Company is managed and represented by the Board of directors any document or contract to which the Company is a party requires signature/signatures of a signatory/signatories to be placed under the corporate seal for becoming valid. Signatories and degree of powers vested thereon are determined by the Board of Directors. The Board of Directors may exercise its management and representation authority by itself, or it may delegate the management authority partially or fully to one or more Board members or third persons with an internal directive. |

| OLD TEXT   | NEW TEXT  |
|--|---|
| Article 16   | Article 16  |
| AUDITORS   | AUDITORS:   |
| AUDITORS   | Auditors shall be elected by the Company's General Assembly in line with the  |
| Auditors shall be elected by the Company's General       | Capital Market Law and Turkish Code of Commerce notifications and   |
| Assembly in line with the Capital Market Law and Turkish | legislations.   |
| Code of Commerce notifications and legislations.         | Even if it is not on the agenda, by acting pursuant to the articles 438 and 439 of Turkish Commercial Code, shareholders can request from the Board of Directors to elucidate certain events by means of conducting a specific audit, if that is necessary to exercise the rights of share ownership and if the right to request information is not exercised previously. |

#### **OLD TEXT**

#### Article 18

#### **GENERAL ASSEMBLY MEETINGS:**

General Assembly meetings of the Company shall be held ordinarily and extra-ordinarily. Ordinary meetings shall be held at least once a year within three months as of the end of the activity period. Extra-ordinary General Assembly meetings can be held at any time if and when deemed necessary for the affairs of the Company.

The General Assembly Meetings shall be announced in line with the principles set out in the regulations and in accordance with the provisions of the Capital Markets Board through any and all kinds of communication means including the electronic communication, in order to reach the highest number of shareholders possible.

## 1- Discussion of the Material Transactions at the General Assembly

Assignment of all or a significant part of the assets by the Company or establishment of rights in rem on them (other than the establishment of rights in rem arising from the ordinary activities of the financial institutions) or lease of the same, acquisition or lease of a significant asset, anticipation of franchise or change of the scope or subject of the existing franchises and de-registry from the stock exchange are accepted as material transactions in terms of the implementation of Corporate Governance Principles. Unless a resolution of general assembly regarding material transactions is required in accordance with the relevant legislation, the approval of the majority of independent members is required, for the execution of the resolution of the board of directors with regard to such transactions. However, if the majority of the independent members do not approve any material transaction and it is desired that the mentioned transaction be performed, despite the opposition of the majority of independent members, the relevant transaction shall be submitted to the general assembly for its approval. In such case, the reason for the opposition of the independent members of board of directors shall be immediately disclosed to the public, notified to the Capital Markets Board and read in the general assembly meeting to

#### **NEW TEXT**

#### **Article 18**

#### **GENERAL ASSEMBLY MEETINGS:**

General Assembly meetings of the Company shall be held ordinarily and extra-ordinarily. Ordinary meetings shall be held at least once a year within three months as of the end of the activity period. Extra-ordinary General Assembly meetings can be held at any time if and when deemed necessary for the affairs of the Company.

General Assembly is hold as open session with the voiceless participation of beneficiaries and media besides the shareholders.

Pursuant to article 411 of Turkish Commercial Code no 6102, shareholders constituting the one-twentieth of the paid in capital can ask the Board of Directors to convene the General Assembly by stating in written stating the reasons and providing a written agenda including the issues they want to be decided if the General Assembly will be held anyway.

The General Assembly Meetings shall be announced in line with the principles set out in the regulations and in accordance with the provisions of the Capital Markets Board through any and all kinds of communication means including the electronic communication, in order to reach the highest number of shareholders possible.

#### 1- Discussion of the Material Transactions at the General Assembly

Assignment of all or a significant part of the assets by the Company or establishment of rights in rem on them (other than the establishment of rights in rem arising from the ordinary activities of the financial institutions) or lease of the same, acquisition or lease of a significant asset, anticipation of franchise or change of the scope or subject of the existing franchises and de-registry from the stock exchange are accepted as material transactions in terms of the implementation of Corporate Governance Principles. Unless a resolution of general assembly regarding material transactions is required in accordance with the relevant legislation, the approval of the majority of independent members is required, for the execution of the resolution of the board of directors with regard to such transactions. However, if the majority of the independent members do not approve any material transaction and it is

#### **OLD TEXT**

#### 18.1. continues

be held. Provisions of Article 29/6 of the Capital Markets Law shall apply for the general assembly resolutions on material transactions

#### 2- Related Party Transactions and Discussion of the Mortgage-Pledge transactions at the General Assembly

The approval of the majority of the independent members is sought in all sorts of related party transactions of the Company as well as the resolutions of board of directors related to provisions of warranty (excluding the financial institutions), pledge (excluding the financial institutions) and mortgage (excluding the financial institutions) in favor of the third parties. If the majority of the independent members do not approve the transaction in question, it shall be disclosed to the public within the framework of the public disclosure regulations and the transaction shall be submitted to the general assembly for its approval. In such general assembly meetings, a resolution shall be passed with a voting procedure where the parties of the transaction and the persons related with them do not vote and it shall be ensured that the other shareholders participate in such resolutions at the general assembly. The meeting quorum shall not be sought at the general assembly meetings that are held for the situations specified in this paragraph. The resolution shall be made with the simple majority of the parties having a voting right. Board of directors and general assembly resolutions that are not made in accordance with the principles specified in this paragraph shall not be deemed valid.

#### 3- Electronic Participation to General Assembly Meetings

The stockholders who are entitled to participate in the company's general assembly meetings may also participate in these meetings electronically as per the article 1527 of the Turkish Code of Commerce. The Company may set up the electronic general assembly meeting system which will enable stockholders to participate, express opinion, make suggestions and vote in these meetings electronically in line with the provisions of the Regulations

#### **NEW TEXT**

#### 18.1. continues

desired that the mentioned transaction be performed, despite the opposition of the majority of independent members, the relevant transaction shall be submitted to the general assembly for its approval. In such case, the reason for the opposition of the independent members of board of directors shall be immediately disclosed to the public, notified to the Capital Markets Board and read in the general assembly meeting to be held. Provisions of Article 29/6 of the Capital Markets Law shall apply for the general assembly resolutions on material transactions.

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| OLD TEXT   | NEW TEXT  |
|--|---|
| 18.3. Continues on Electronic General Assembly Meetings in Corporations while it may also buy services from the systems developed for this purpose. In all general assembly meetings to be held, stockholders and their representatives shall be made able to use their rights specified in the relevant provisions of the mentioned Regulations over the system built according to this provision of the articles of association. | enable stockholders to participate, express opinion, make suggestions are vote in these meetings electronically in line with the provisions of the Regulations on Electronic General Assembly Meetings in Corporation |