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Subject : Announcement About Precious Metals Delivery and Withdrawal Procedures

To Whom It May Concern

According to the principles in the Precious Metals and Precious Stones Market Procedure, in order to take delivery/deliver precious metals from/to custodian vault during working hours, our members are required to create an order via Borsa İstanbul A.Ş (Exchange) Electronic Instruction System (ELTAS) by specifying clearing officers who will carry out the transaction. If the precious metals in scope of instruction submitted via ELTAS and the precious metals to be physically delivered to custodian vault are incompatible, the relevant precious metals are not received into custodian vault.

In this scope, clearing officers who come to submit a precious metal withdrawal/depositing are allowed to enter Exchange Campus, Vault Delivery Location and Vehicle Location with or without a vehicle, under the following conditions.

1-It is required to send by e-mail to kmktm_info@borsaistanbul.com and kntp_guvenlik@borsaistanbul.com electronic mail addresses a list showing the vehicle requested to be permitted to enter into the custodian vault and the name, surname, T.R. identity number information of members, clearing officers, driver, personnel, security officer or member's customer, separately for each of the related plate license numbers.

2- The control of the vehicles and personnel for which the notification has been made is carried out by Exchange security officers at the entrance of the campus. Vehicles for which the plate number not notified are not permitted to enter in the Exchange Campus. In addition, in case of any deficiency in the information and documents listed in Article 1 above, the relevant persons are not allowed to enter the Custodian Vault Delivery Area and Vehicle Area until the deficiency is completed.

3- If there is no negative situation as a result of the controls, the vehicle is taken to the parking zone.

4- It is obligatory for clearing officers, the driver of the vehicle if the entrance is made by vehicle, security personnel accompanying the vehicle and the customer to go to the reception and have their identity checks done by the Exchange consultant personnel at the control point.

5- Those who do not have a magnetic identity card are given a temporary card. All visitors have to read their magnetic cards on the card reader system at the reception. All visitors should go to Exchange security officers at the control point and notify their demand to take delivery/deliver precious metals.

6- Only the driver and the clearing officer (customer, if any) could be in the vehicle. The security guard who comes with the vehicle waits in the parking lot. Only the driver and the clearing officer (customer, if any) are in the vehicle. The security guard who comes with the vehicle waits in the parking lot. If the security guard accompanying the vehicle is a transportation

company employee, the security guard may be allowed to go down with the vehicle to the Custodian Vault Vehicle Area.

7- If the vehicle has not arrived, the clearing officer (customer, if any) who will deliver/receive the precious metal goes down to the Custodian Vault Vehicle Area in line with the guidance of the Exchange officers.

8- Security control is carried out by Borsa İstanbul security personnel at the Custodian Vault Vehicle Area with a door type length detector. Before the security check, the security personnel take over the weapons of the officers who bring the precious metals, if any, and store the weapons by recording their identity information in return for signature.

9- When entering Custodian Vault Delivery Location, the card must be scanned on the card reader.

10- After the transactions of the clearing officers at the Custodian Vault Delivery Area and Custodian Vault Vehicle Area are completed, the weapons received from the member officer are handed over to the relevant persons by Borsa İstanbul security officers against signature. The vehicle area is cleared immediately after the procedures are completed.

11- After the vehicle leaves the Custodian Vault, the member clearing officer/carrier security personnel/if the customer has received visitor cards before, hand them over to the information staff at the counter at the personnel entrance and get their identity back. Afterwards, the barriers at the Main Entrance are lowered and the vehicle is allowed to leave the campus.

12- In cases where it is not possible for a vehicle carrying standard or non-standard precious metals imported in large quantities to enter the Custodian Vault Area, necessary checks are made on the vehicle by the Custody personnel in a region determined by Borsa İstanbul security officers and notified to the member authorities.

13- More than one vehicle carrying precious metals are not allowed to enter in the Vehicle Location at the same time, without the approval of the managers of the KMKTP Directorate.

In order for our members not to have problem, they should pay particular attention to the above-mentioned issues.

Kindly submitted to your information.

Yours Sincerely,

Korkmaz ERGUN
CEO
Board Member