



OPEN JOINT-STOCK COMPANY
JOINT-STOCK FINANCIAL CORPORATION
SISTEMA

Annual General Meeting of Shareholders of Sistema JSFC, 25 June 2016,
Moscow, 13.1 Mokhovaya Str.

Procedures of the meeting

Dear shareholders, for the purposes of conducting the General Meeting of Shareholders of Sistema JSFC on 25 June 2016, we suggest that the following procedures of the meeting be approved:

- 1) Chairman of the meeting: Chairman of the Board of Directors of Sistema JSFC, VLADIMIR EVTUSHENKOV (or a person authorized by him).
- 2) Secretary of the meeting: Corporate Secretary, Igor Petrov.
- 3) Time limit for speakers on agenda items: up to 20 minutes.
- 4) Questions to the speakers shall be submitted in writing through the Secretary of the General Meeting of Shareholders.
- 5) Requests for making statements shall be submitted in writing to the Secretary of the General Meeting of Shareholders with the topic of the statement indicated.
- 6) Time limit for questions and answers: up to 10 minutes after the presentation of each agenda item. Time limit for statements during debates: up to 5 minutes.
- 7) Time for voting on agenda items after the last item on the agenda has been reviewed: up to 15 minutes.
- 8) The Teller Committee shall count the votes in the ballots and announce the results of the General Meeting of Shareholders at the meeting after the vote count on all items of the agenda is completed.