

**APPROVED**

by the Board of Directors  
of the Saint-Petersburg International  
Mercantile Exchange  
20 February 2019 (Minutes No. 139)

**REGULATION ON THE DERIVATIVES MARKET SECTION BOARD**  
**of the Saint-Petersburg International Mercantile Exchange**

**2019**

## 1. GENERAL PROVISIONS

1.1. This Regulation on the Derivatives Market Section Board of the Saint-Petersburg International Mercantile Exchange (hereinafter, the Regulation) is developed in accordance with Federal Law No. 325-FZ On Organised Trading dated 21 November 2011 and other by-laws, Articles of Association and corporate documents of the Saint-Petersburg International Mercantile Exchange (hereinafter, the Exchange, “SPIMEX”).

1.2. The Regulation establishes objectives and functions of the Derivatives Market Section Board of the Saint-Petersburg International Mercantile Exchange (hereinafter, the Section Board, Section, respectively), number of members of the Section Board and procedure for decisions making by it as well as the requirements for the Section Board members.

1.3. The Section Board shall carry out its activities in accordance with this Regulation, Articles of Association of the Exchange, decisions of the Board of Directors of “SPIMEX”, corporate documents of the Exchange as well as laws and other instruments of the Russian Federation.

1.4. The Section Board may not act in the name of the Exchange, executive bodies or Board of Directors of “SPIMEX”.

1.5. This Regulation and all amendments to this Regulation shall be approved by the Board of Directors of “SPIMEX” and enter into effect once approved unless any other date is determined by the decision of the Board of Directors of “SPIMEX” or President of “SPIMEX” as ordered by the Board of Directors.

1.6. This Regulation and all amendments to this Regulation are published on the official website of “SPIMEX” ([www.spimex.com](http://www.spimex.com)) within five (5) business days of the corresponding decision made by the Board of Directors of “SPIMEX”.

## 2. OBJECTIVES AND FUNCTIONS OF THE SECTION BOARD

2.1. The main objective of the Section Board is the representation of trading members in matters of the organisation and conduct of trading in the formal market within the Section.

2.2. To accomplish such objective the Section Board shall:

- 1) ensure cooperation between “SPIMEX” and trading members in organisation and development of exchange trading across the Section;
- 2) consider and develop recommendations for the competent authority of the Exchange regarding adjustments in the cost of services for trading in the formal market within the Section;
- 3) consider and develop recommendations for the competent authority of the Exchange regarding the amendments to the rules for trading in the formal market within the Section except for

amendments which are required by the federal laws and regulations of the Bank of Russia and other instruments as well as orders of the Bank of Russia;

4) consider and develop recommendations for the competent authority of the Exchange regarding the change of a clearing organisation in charge of obligations clearing under contracts executed upon trading in the formal market within the Section except for cases when a license of the clearing organisation is revoked (cancelled), bankruptcy proceedings are instituted against the clearing organisation, and cases when the clearing organisation may not clear the obligations without breach of federal laws and instruments adopted under the same;

5) consider and develop recommendations for the regulatory authority of the Exchange regarding the change of a legal entity acting in the Section as a central counterparty except for cases when a license issued to such legal entity by the Central Bank of the Russian Federation to conduct banking operations is revoked (cancelled), such entity terminates clearing of obligations under contracts executed upon trading in the formal market, bankruptcy proceedings are instituted against such legal entity as well as cases when the legal entity ceases to meet the requirements of Part 2 of Article 5 of the Federal Law On Clearing and Clearing Activities;

6) consider and develop recommendations for the competent authority of the Exchange regarding the approval of, and amendments to, corporate documents of the Exchange defining characteristics of futures contracts;

7) consider and develop recommendations for the competent authority of the Exchange regarding the activities of the Exchange in so far as they relate to the trading in the formal market in the Derivatives Market Section (consideration of corporate documents (as applicable) and introduction of new exchange products, technologies and trading modes as well as new projects, etc.).

2.3. If the Section Board does not recommend (approve) the competent authority of the Exchange to make a decision on the matters specified in subclauses 2-5 of clause 2.2. of this Section of the Regulation, such decisions shall enter into effect no sooner than after three (3) months of the day that the corresponding amendments are disclosed in the manner established by the corporate documents of the Exchange.

### **3. PROCEDURE FOR ESTABLISHING THE SECTION BOARD**

3.1. The Section Board shall be established by the Board of Directors of “SPIMEX” in the manner specified in this Section of the Regulations from among the nominees offered by trading members and Exchange for the period set by the Board of Directors of “SPIMEX” which is not to exceed two years. The Board of Directors may remove all or some of the members of the Section Board prior to the date by which they have been elected.

3.2. The number of the Section Board members is decided by the Board of Directors of “SPIMEX” and may not exceed twenty one (21) persons. In each case when the number of the Section Board members is less than twenty one (21), the Board of Directors may decide to increase such number and elect a new member(s) of the Section Board proportionate to the increased number of members according to the requirements of this Section of the Regulation.

3.3. Membership in the Section Board is voluntary and individual. Membership is free unless the Board of Directors of “SPIMEX” decides otherwise.

3.4. Persons entered into employment contracts and (or) civil law contracts with the Exchange for services to the Exchange may not become members of the Section Board.

3.5. At least 75% of the Section Board members shall be representatives of the trading members of Section.

3.6. The following persons may be elected as members of the Section Board:

- representatives of the trading members of the Section;
- representatives of other organisations whose business activity refers to the Derivatives Market;
- independent experts being individuals whose business activity refers to the Derivatives Market.

3.7. Maximum one representative of one legal entity may be a member of the Section Board.

3.8. The Section Board members shall have such skills, knowledge and experience which are necessary to accomplish objectives and functions of the Section Board according to this Regulation.

3.9. The Section Board members, Chairman of the Section Board and, as applicable, one or more deputies of the latter shall be elected by the Board of Directors of “SPIMEX” as requested by the President of “SPIMEX” from among nominees to the Section Board. The same person may not be elected the Chairman of the Section Board for more than two successive terms for which a regular Section Board is established according to this Regulation.

3.10. The President of “SPIMEX” shall create a list of nominees to the Section Board according to the requirements of this section of the Regulation from among the persons specified in clause 3.6 of the Regulation in respect of whom applications for inclusion in the list of nominees to the Section Board were received (hereinafter, the Application).

3.11. The Application shall be executed in the form attached as Appendix No. 1/No. 1 A to this Regulation and signed by the authorised officer/independent expert being an individual. The nominee’s written consent for personal data processing and confidentiality liability letter shall be

attached to the application in the forms attached as Appendices Nos. 2 and 5 to this Regulation, respectively.

3.12. Any member of the Section Board can be removed by the decision of the Board of Directors of “SPIMEX”:

- based on the application for exclusion filed with the Chairman of the Board of Directors of “SPIMEX” in the form attached as Appendix No. 3 to this Regulation;
- in case of expiry of the Section Board member employment or other formal contractual relations in the organisation he/she represented upon election to the Section Board;
- if the Section Board member did not attend (nor give written opinion or completed bulletins for voting on issues considered) three (3) or more meetings of the Section Board and did not fulfill or improperly fulfilled other obligations according to the requirements of clause 5.2 of section 5 “Rights and Obligations of the Section Board Members”. Such person may not be nominated for election to the Section Board when a new Section Board is formed;
- upon request of the organisation that nominated its representative for the Section Board. In this case such organisation may together with the recommendation for exclusion is entitled to propose another nominee for election to the Section Board being its representative;
- if the organisation the Section Board member represents may no longer participate in the trading in the formal market of the said Section.

3.13. The authorities of the Section Board member shall be deemed to be terminated once the Board of Directors of “SPIMEX” has decided to remove such member.

3.14. The documentation and technical support of the activities conducted by the Section Board is the responsibility of the Secretary of the Section Board to be appointed by the President of “SPIMEX” from among the Exchange employees.

3.15. The Section Board may engage representatives of state authorities, scientific and other institutions as experts and advisors.

3.16. The Section Board may form working groups from among the members and engaged experts who will aim to consider certain matters as part of the Section Board functions. If any person other than the Section Board member is included in the working group, such person shall give a consent to the processing of his/her personal data and confidentiality latter in the forms attached as Appendices No. 2 and 5 to this Regulation, respectively.

#### **4. CHAIRMAN OF THE SECTION BOARD AND HIS/HER DEPUTIES**

4.1. The Chairman of the Section Board shall arrange the activities of the Section Board and perform the following functions:

4.1.1. Management of the Section Board activities including:

- convening of the Section Board meetings and organisation of matters discussion at the Section Board meetings;
- approval of the agenda and determination of the date, time, venue and format of meetings;
- creation of a list of persons to be entitled to attend the Section Board meetings;
- chairing of the Section Board meetings;
- arrangement of the process for minutes taking at the Section Board meetings and signing of such minutes;
- development of procedures and regulations for the Section Board and control over the compliance with the same;
- attendance of the section Board meetings and exercising of the casting vote right in case of equality of votes.

4.1.2. Representation of the Section Board in cooperation with the Board of Directors of “SPIMEX”, executive bodies of the Exchange and other bodies and persons including:

- representation of the Section Board at meetings of the Board of Directors of “SPIMEX” in transaction of business related to the activities of the Section Board;
- development of recommendations for the competent authority of the Exchange regarding the activities of the Section Board according to Federal Law No. 325-FZ On Organised Trading dated 21 November 2011 and other instruments.

4.1.3. Performance of any other functions related to the activities of the Section Board according to this Regulation and other corporate documents of the Exchange.

4.2. In the absence of the Chairman of the Section Board a Deputy Chairman of the Section Board shall perform functions of the latter and, if there are several Deputies, one of them selected by the Section Board.

4.3. In the absence of the Chairman or his/her deputies, members of the Section Board shall elect a chairman at the meeting of the Section Board from among those present.

## **5. RIGHTS AND OBLIGATIONS OF THE SECTION BOARD MEMBERS**

5.1. The Section Board members may:

- forward proposals for placing items on the agenda subject to objectives and functions of the Section Board listed in Section 2 of this Regulation;

- if unable to attend the meeting of the Section Board give a proxy vote on the agenda items in the form attached as Appendix No. 4 to this Regulation according to the requirements under clause 8.4 of this Regulation;
- receive information about the Section Board activities;
- file an order for removal from the Section Board.

5.2. The Section Board members shall:

- attend the meetings of the Section Board in presentia or vote in absentia on decisions at meetings held in absentia;
- comply with the requirements of this Regulation, Articles of Association of “SPIMEX” and other corporate documents of the Exchange governing the activities of “SPIMEX”;
- exercise their rights and perform their obligations to “SPIMEX” reasonably and in good faith;
- avoid the exercising of their rights for the purposes which are averse to the interests of the exchange and may damage the Exchange goodwill;
- avoid when performing their activities actions which may inflict property damage upon “SPIMEX” and/or its customers in order to prevent the conflict of interests;
- avoid the disclosure and use of information constituting a commercial secret or other legally protected secrets of “SPIMEX” listed in the corporate documents of “SPIMEX” as well as any other information the access to which is restricted by the corporate documents of “SPIMEX” for personal use or to the benefit of third parties;
- perform any other obligations under this Regulation and other corporate documents of the Exchange.

## **6. PREPARATION PROCEDURE FOR THE SECTION BOARD MEETING**

6.1. The meetings of the Section Board shall be held as and when necessary. The meetings of the Section Board shall be held in presentia or by voting on the agenda in absentia.

6.2. The decision on the meeting format shall be made by the Chairman of the Section Board or his/her Deputy and be communicated to the Section Board members by the Section Board Secretary servicing an agenda.

6.3. The agenda serviced upon the members of the Section Board shall contain:

- information about the meeting format (in presentia or absentia);

- the date, venue and time of the meeting or, if in absentia, the bulletin end date and postal address to which the completed bulletins are to be sent;
- wordings of the agenda items put to vote;
- other information necessary for the meeting to be held;
- signature of the Chairman of the Section Board or his/her Deputy.

The Section Board members shall be serviced materials necessary for consideration of items (if any) together with the agenda and, if in absentia, bulletins containing wordings of the decisions on items put to vote in the form attached as Appendix No. 6 to this Regulation.

6.4. Meetings of the Section Board shall be held by the Chairman of the Section Board or his/her Deputy at his/her absolute discretion as requested by the President of “SPIMEX” or his/her Deputy, members of the Board of Directors of “SPIMEX”, Vice-President or any other officer of the Exchange who coordinates the Section activities or as proposed by three or more members of the Section Board.

6.5. The Chairman of the Section Board or his/her Deputy may refuse to convene a meeting of the Section Board if the item does not refer to the objectives and functions specified in section 2 of this Regulation.

6.6. In the preparation for the meeting of the Section Board the Secretary of the Section Board shall by the order of the Chairman of the Section Board communicate to the officer of the Exchange authorised by the Order of the President of the Exchange and coordinating the Section activities a proposed date, agenda and list of businesses of the meeting.

The officer of the Exchange authorised by the Order of the President of the Exchange and coordinating the Section activities shall give the heads of the Exchange business units the directions on necessary businesses related to the preparation of materials on the agenda items.

6.7. The President of “SPIMEX”, members of the Board of Directors of “SPIMEX”, officer of the Exchange authorised by the Order of the President of the Exchange and coordinating the Section activities, Chairman or members of the Section Board shall place items for consideration by the Section Board. Together with the proposed agenda items all necessary materials shall be furnished to the Secretary of the Section Board.

The Secretary of the Section Board shall shape the agenda based on the proposed items and submit it to the Chairman of the Section Board for approval.

The Secretary shall service the agenda approved by the Chairman of the Section Board and necessary materials (if any) upon the members of the Section Board at least 3 business days before the date of the Section Board meeting.



6.8. If the Chairman of the Section Board decides to hold the meeting of the Section Board in absentia, the Secretary of the Section Board shall service an agenda upon the members of the Section Board at least 3 business days before the bulletin end date. Bulletins and all materials and documents necessary to make decisions shall be attached to the agenda.

6.9. The agenda, bulletins, materials and documents shall be serviced upon the members of the Section Board via emails specified in the orders completed in the form attached as Appendix No. 1 to this Regulation and filed upon the formation of the Section Board according to the requirements of this Regulation.

Bulletins shall contain the following information:

- full corporate name of the Exchange;
- bulletin end date;
- postal address, completed bulletins are to be sent to;
- wordings of decisions on each item put to vote; and voting options such as “for”, “against” and “abstain”;
- statement that the bulletins shall be signed by the Section Board member.

6.10. If it is necessary for the Section Board to make decisions on the items immediately, the period for servicing necessary materials and documents stated in clauses 6.7 and 6.8 of this Section of the Regulation may be reduced.

6.11. In case of circumstances preventing or hindering the meeting of the Section Board of which the members of the Section Board were notified the date of the meeting to consider the scheduled agenda can be extended by the decision of the Chairman of the Section Board of which all the members of the Section Board shall be notified further.

## **7. PROCEDURE FOR MEETINGS OF THE SECTION BOARD**

7.1 The Chairman of the Section Board shall arrange the meetings of the Section Board subject to the agenda approved by him/her.

7.2. Items which were not preliminary placed on the agenda can be considered at the meeting of the Section Board in presentia if all the members of the Section Board present at the meeting give their consent to the same.

7.3. Members of the Board of Directors of “SPIMEX”, President of “SPIMEX”, and employees of the Exchange including persons who

prepared materials and documents related to the agenda items to be considered can be invited to the meeting of the Section Board.

7.5. The Exchange shall notify the Bank of Russia on the meetings of the Section Board and service materials within the periods and in the manner specified in Section 6 of this Regulation except as otherwise required by the Bank of Russia.

7.6. Once the transaction of business of the Section Board meeting has been completed, the Chairman of the meeting of the Section Board shall announce voting results and decisions made on the items.

7.7. The quorum for the meeting of the Section Board shall be made up of 50% of the total membership of the Section Board or more. In the absence of the quorum for the meeting of the Section Board the Chairman of the Section Board shall decide on a repeated meeting with the same agenda or on placing the items which were to be considered at the failed meeting on the agenda of the next meeting of the Section Board.

## **8. PROCEDURE FOR ADOPTION OF DECISIONS BY THE SECTION BOARD**

8.1. Decisions taken in course of the Section Board meeting shall be adopted by majority votes of attending members.

8.2. During resolution on issues in the Section Board meeting, every Section Board member shall have one vote. Transfer of voting right by the Section Board member to the other party is not allowed. If the votes of the Section Board members are equally divided, vote of the Chairman of the meeting shall be casting vote.

8.3. In order to increase efficiency of the activities of the Section Board, information and communication technologies to ensure remote participation in the Section Board meetings, discussion of issues listed in the meeting agenda and resolution of issues put to voting without attending the venue of the Section Board meeting, may be applied.

Section Board member absent during the Section Board meeting shall be entitled to provide its opinion on the issues listed in the agenda in writing according to the form of the Appendix No. 4 hereto that shall be recognized during determination of quorum and voting if terms specified in clause 8.4 of this section are complied with.

8.4. During confirmation of quorum and voting results on the issues listed in the agenda, written opinion of the Section Board member absent at the meeting shall be recognized if the following terms are complied with:

- written opinion on the issue is provided in the original prior to beginning of the meeting or via e-mail [marketing@spimex.com](mailto:marketing@spimex.com), original to be sent subsequently;
- the Section Board member has unambiguously determined its position on the issue, having specified one of voting options on the proposed draft decision: “for”, “against” or “abstain” in the written opinion;
- written opinion shall be signed by the Section Board member, specifying the surname and initials of the member.

Written opinion which contains amendments and stipulations on the proposed draft decision shall not be recognized during determination of quorum and voting results. If the draft decision is amended during the Section Board meeting, written opinion shall also not be recognized during determination of quorum and voting results. In such case the decision amended during the Section Board meeting cannot be adopted, if during its resolution opinions of the Section Board members exceeding one half of total elected Section Board members are not recognized.

Written opinions are recognized during determination of quorum and voting results on each issue listed in the agenda individually that is recorded in the minutes of the Section Board meeting.

8.5. Section Board members shall be deemed as have attended the Section Board meeting held in form of absentee voting whose bulletins were provided to the Exchange in the original or received by the Exchange via e-mail [marketing@spimex.com](mailto:marketing@spimex.com) (original of the bulletin to be subsequently provided to the Section Board Secretary) prior to the date or as of the closing date of voting bulletins acceptance.

8.6. During voting on the issues put to voting, the votes represented in the bulletin as only one of all possible voting options “for”, “against”, “abstain” selected shall be recognized. If more than one voting option on one or several issues listed in the bulletin is selected, votes on such issues shall not be recognized during vote counting.

The bulletin containing more than one voting options on one, several or all issues put to voting selected, shall be deemed invalid respectively in terms of voting on one, several or all issues with this bulletin.

The bulletin containing corrections in terms of resolution on the issue listed in the agenda or any other corrections and notes on one, several or all issues put to voting, shall be deemed invalid respectively in terms of voting on one, several or all issues with this bulletin. Votes on such issues shall not be recognized during votes counting.

Acknowledgment of the bulletin as invalid in terms of voting on one, several or all issues with this bulletin shall not constitute the basis for exclusion of such votes on the specified bulletin during confirmation of quorum of the Section Board meeting held in form of absentee voting.

If during votes counting one or more bulletins filled in by the same Section Board member, where one issue listed in the agenda contains different voting options, then in terms of voting on such issue such bulletins shall be deemed invalid.

Voting bulletin shall be signed by the Section Board member. Votes contained in the voting bulletin not signed by the Section Board member shall not be recognized during confirmation of quorum of the Section Board meeting held in form of absentee voting.

## **9. MINUTES OF THE SECTION BOARD MEETING**

9.1. Minutes of the Section Board meeting shall be prepared by the Section Board Secretary within five (5) working days since the meeting date latest, in one original and shall be signed by the Chairman of the Section Board meeting.

9.2. Minutes of the Section Board meeting shall contain:

- form, venue and time of the Section Board meeting;
- list of individuals attending the meeting;
- agenda of the meeting;
- issues put to voting, suggestions on decision wording and voting results thereof;
- adopted decisions;
- availability of written opinions of the Section Board members absent during the meeting as well as availability of opinions and recommendations of individuals invited to attend the Section Board meeting.

9.3. Originals of the minutes of the Section Board meetings shall be stored by the Section Board Secretary. Minutes of the Section Board meetings shall be consecutively numbered in chronological order. Minutes and materials related to the Section Board meeting shall be included into separate dossier and be stored according to the procedure established for documents to contain data of restricted disclosure.

9.4. Copies of the Section Board meetings minutes or extracts thereof shall be signed by the Section Board Secretary and, upon instruction of the Chairman of the Section Board or the President of “SPIMEX”, may be provided by the Section Board Secretary to the Section Board members and interested structural divisions of the Exchange under the written request as well as to the other interested parties, upon instruction of the President of “SPIMEX”, according to the procedure established at the Exchange.

9.5. Within two (2) working days since issue date latest, copies of the minutes of the Section Board meetings shall be mailed out by the Section Board Secretary to the Section Board members in an

electronic form and published at the official website of “SPIMEX” ([www.spimex.com](http://www.spimex.com)), unless otherwise is provided by the decision of the Section Board.

## **10. RESPONSIBILITY OF THE SECTION BOARD MEMBERS**

10.1. Section Board members shall be held liable for failure to perform or improper performance of assumed responsibilities leading to damages incurred by the Exchange in accordance with the legislation of the Russian Federation and the internal documents of the Exchange.

FOR REPRESENTATIVES OF ORGANISATIONS

**Appendix No. 1**

to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

[ON THE COMPANY LETTERHEAD]

To the President  
of the Saint-Petersburg  
International  
Mercantile Exchange

Application

I do hereby ask to include \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Full name of the candidate, position of the candidate, name of the company)

into the list of candidates to be elected as members of the Board of the Derivatives Market Section  
of "SPIMEX".

Information about the candidate's qualifications, knowledge, and expertise required to perform the  
duties of the Section Board member

\_\_\_\_\_  
\_\_\_\_\_

(to be completed at the option of the candidate)

Contacts of the candidate:

Contact telephone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Position \_\_\_\_\_  
(head of the organization or  
another authorized officer)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Surname, initials) (signature)

“ ” \_\_\_\_\_ 20 \_\_\_\_\_

FOR INDIVIDUALS

**Appendix No. 1A**  
to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

To the President  
of the Saint-Petersburg  
International  
Mercantile Exchange

Application

I do hereby ask to include \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Full name of the candidate)

into the list of candidates to be elected as members of the Board of the Derivatives Market Section of "SPIMEX".

Information about the candidate's qualifications, knowledge, and expertise required to perform the duties of the Section Board member

\_\_\_\_\_  
\_\_\_\_\_

(to be completed at the option of the candidate)

Contacts of the candidate:

Contact telephone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_  
(Surname, initials) (signature)

“ \_\_\_\_ ” \_\_\_\_\_ 20 \_\_\_\_

**Appendix No. 2**

to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

**CONSENT TO PERSONAL DATA PROCESSING**

I, the undersigned, \_\_\_\_\_,

(name, patronymic, surname)

Passport (or other identification document for an individual not being the Russian Federation citizen) \_\_\_\_\_

\_\_\_\_\_  
(series and number, date of issue, name of the issuing authority)

in accordance with the provisions of Article 9 of Federal Law dated 27 July 2006 No. 152-FZ On Personal Data (hereinafter, the FL On Personal Data), do hereby provide my Consent to processing of personal data (hereinafter, the "Consent") according to the procedure and in the volume specified below, to the Saint-Petersburg International Mercantile Exchange (hereinafter, "SPIMEX", the "Company", "Operator"), located at: 24 Timura Frunze str., Moscow, 119021, for the purpose of inclusion into the list of candidates to be elected as members of the Board of the Derivatives Market Section of "SPIMEX" (hereinafter, the "Section Board") as well as participation in sessions of the Section Board/working group in accordance with the Regulation on the Board of the Derivatives Market Section of "SPIMEX".

I grant the Consent to the processing of the following personal data:

- surname, name, patronymic;
- data of the personal identity document;
- data on labour activities;
- information on contact telephone number and e-mail address.

Considering provisions of Clause 1 of Article 8 of the FL On Personal Data, I provide my consent to inclusion of the abovementioned personal data into public sources of personal data in order to ensure its processing.

Processing of the abovementioned personal data may be performed applying and/or not applying automation means and shall include: receipt, recording, systematization, accumulation, storage, specification (update, amendment), extraction, use, transfer (distribution, providing, access), anonymisation, blocking, deletion, destruction.



The Consent shall remain in full force and effect until the purposes of personal data processing in the Company are achieved or no longer needed.

The Consent may be revoked by me at any time in full or partially with me providing the Request to revoke the Consent to Personal Data Processing to the Company in a simple written form not less than 30 days prior to the Consent revocation date.

In case of revocation, the Company shall terminate processing of my personal data and destroy it, excluding personal data subsequent processing of which is the responsibility of the Company established by the legislation of the Russian Federation.

I am aware that I bear responsibility for inaccuracy of the data provided.

I confirm that I am aware of the provisions of the FL On Personal Data, and the rights and responsibility in terms of personal data protection are clear to me.

Signature:

Date of completion: “\_\_” \_\_\_\_\_ 201\_\_

**Appendix No.3**  
to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

To the Chairman of the Board of Directors  
of the Saint-Petersburg  
International  
Mercantile Exchange

Application

I do hereby ask to exclude me from the membership of the Board of the Derivatives Market  
Section of the Saint-Petersburg International Mercantile Exchange.

\_\_\_\_\_/\_\_\_\_\_  
(Surname, initials) (signature)  
“ \_\_\_ ” \_\_\_\_\_ 20 \_\_\_

**Appendix No. 4**

to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

WRITTEN OPINION

on the issues listed in the agenda  
of the member of the Board of the Derivatives Market Section of “SPIMEX”

\_\_\_\_\_ Full name  
absent at the Section Board meeting held \_\_\_\_\_20\_\_ .

On \_\_\_\_\_ issue listed in the agenda: “ \_\_\_\_\_ ”:  
issue wording

Resolution:

\_\_\_\_\_ resolution wording

Voting option of the voting member: \_\_\_\_\_ (voting member shall specify  
one of voting options: “FOR”, “AGAINST”, “ABSTAIN”).

Signature: \_\_\_\_\_ / \_\_\_\_\_ /  
(Surname, initials)

**Appendix No. 5**

to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

**Confidentiality Liability**

I,

\_\_\_\_\_ ,

(name, patronymic, surname)

passport series \_\_\_\_\_ No. \_\_\_\_\_, issued by

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ ,

(issuing authority and date of issue)

registered at the address:

\_\_\_\_\_ ,

participating in sessions of the Board of the Derivatives Market Section of the Saint-Petersburg International Mercantile Exchange (hereinafter, the “Section Board”) or in sessions of working group established by it, and within 3 years after attending the latest meeting of the specified Section Board, I am obliged to:

1. Use the information constituting trade secrets and any other secret protected by the law of the Saint-Petersburg International Mercantile Exchange (hereinafter, “SPIMEX”), including insider information, data provided by trading members in according to rules for trading in the formal market and any other confidential information that I have obtained access to, only for the purpose of performance of responsibilities related to attending Section Board meetings in the interests of “SPIMEX”, withhold from its application for the purpose of generation of personal gain or for the interests of the third parties.
2. Ensure confidentiality, withhold from providing and distribution by any means without authorization of information constituting commercial or any other secret of “SPIMEX” protected by the law that I have obtained access to or I have become aware thereof.

3. Withhold from review of information constituting commercial or any other secret of “SPIMEX” protected by the law, except information that I have obtained access to in relation with participation in the Section Board meetings.

4. Withhold from copying in any form and making extracts from the documents constituting commercial or any other secret of “SPIMEX” protected by the law.

5. Immediately notify the Section Board Secretary and the Department for Business Continuity and Information Protection of “SPIMEX” on:

- loss of physical storage media containing information constituting commercial or any other secret of the Exchange protected by the law;
- attempts of the third parties to obtain such information.

I am aware of liability provided by the current legislation of the Russian Federation for incompliance with confidentiality mode of information constituting commercial or any other secret protected by the law that I have become aware of due to participation in the Section Board meetings.

I am aware of the List of data constituting commercial or any other secret of the Saint-Petersburg International Mercantile Exchange protected by the law.

“ \_\_\_\_\_ ” \_\_\_\_\_ 20\_\_\_\_ \_\_\_\_\_  
(signature)

**Appendix No. 6**  
to the Regulation on the Board of the Derivatives Market Section  
of the Saint-Petersburg  
International Mercantile Exchange

**ABSENTEE VOTING BULLETIN**  
**OF THE MEMBER OF THE BOARD OF THE DERIVATIVES MARKET SECTION**

*The full corporate name of the Exchange*

***The Saint-Petersburg International  
Mercantile Exchange***

*Form of the Meeting:*

***absentee***

*Closing date of bulletins acceptance:*

***DDMMYYYY***

*E-mail address for providing*

***marketing@spimex.com***

*scanned bulletin copies:*

*Postal address for providing bulletins:*

***24 Timura Frunze str., Moscow, 119021***

<hr/> <p style="text-align: center;"><i>/Full name of the Section Board member/</i></p>	
<b>Issue 1.</b>	
<hr/> <p style="text-align: center;"><i>/issue wording/</i></p>	
<hr/> <p style="text-align: center;"><i>/resolution wording/</i></p>	<input type="checkbox"/> <b>“FOR”</b> <input type="checkbox"/> <b>“AGAINST”</b> <input type="checkbox"/> <b>“ABST.”</b>

**Member of the Derivatives Market Section Board**  
**“SPIMEX” \_\_\_\_\_ (\_\_\_\_\_)**

“ \_\_\_ ” \_\_\_\_\_ 20\_\_