

Istanbul Trade Registry Office  
Registration Number: 601827

Commercial Title:  
THY DO & CO İKRAM HİZMETLERİ ANONİM ŞİRKETİ

CENTRAL office: Istanbul BAKIRKÖY YEŞİLKÖY next to Atatürk Airport gate B THY DO & CO İKRAM HİZMETLERİ AŞ head office building

The registration and announcement of the Draft Amendment to the Articles of Association and the internal directive of the company, whose commercial center, registration number and title are written above, was requested by the 12th notary public of Bakırköy on 4.4.2013 wiith 9033 roll number, provided the exception of Article 6 of the Ordinary General Assembly Decision and it is announced that it was registered on 3.5.2013 in accordance with the provisions of the Turkish Commercial Code No. 6102 and based on the documents in our directorate.

Minutes of the 2012 Ordinary General Assembly Meeting of thy DO & CO İKRAM HİZMETLERİ A.Ş. dated 20.03.2013

The Ordinary General Assembly Meeting of thy Do & Co İKRAM HİZMETLERİ A.Ş. for 2012 was held on Wednesday, 20.03.2013 at 10:00 under the supervision of the Ministry Commissioner Metin YÖNEY, who was assigned with the letters of the Istanbul Provincial Directorate of Industry and Technology of the Ministry of Science and Industry at the head office of Atatürk-Airport B Gate, THY Do & Co İkrām Hizmetleri A.Ş General Directorate Building, Yeşilköy, Bakırköy, Istanbul. It has been observed that the auditor of the company, Mr. Erkan Temel (TR ID No:20092396348), was present at the meeting place. The invitation to the meeting was made without announcement in accordance with Article 416 of the Turkish Commercial Code. There was no objection to the agenda and the meeting being held without announcement.

In the examination of the list of participants, it was understood that the (30.000.000) shares out of (30.000.000) shares corresponding to the total capital of the Company (30.000.000) TRY were represented in person (by proxy) and by attorney at the meeting, thus the minimum meeting quorum stipulated in both the law and the articles of association was present, the meeting was opened by Hamdi Topçu, the Chairman of the Board of Directors, and the agenda was started to be discussed.

Discussions on the agenda was started and;

- 1) Pursuant to the first item of the agenda: The General Assembly meeting was elected as the council, Hamdi Topçu was elected as the Chairman of the Council, M Serdar Erden was elected as the vote collector, and Selen Önen was elected as the clerk of the council unanimously. The authority to sign the minutes was given them by the participants unanimously.
- 2) The annual report of the board of directors for the activities of 2012 and the audit report of the company auditor Mr. Erkan Temel, who was present at the meeting venue, were read and a copy of the same was presented to the participants of the General Assembly. It was determined that there was no objection to the reports of the Board of Directors and the auditor and submitted to the approval of the General Assembly. The annual report of the Board of Directors and the report of the auditor regarding the activities of 2012 were unanimously approved.
- 3) The balance sheet and profit-loss statements of the activities of the year 2012 were read and the June was informed, and copies were presented to participants of the General Assembly. A special independent audit report for the 2012 accounting period prepared by Engin Bağımsız Denetim ve Serbest Muhasebecilik Mali Müşavirlik A.Ş. - İstanbul in accordance with International Financial Reporting Standards (IFRS) was read and a copy of the same was presented to the participants of the General

Assembly. As a result of the voting held at the General Assembly, the balance sheet and profit-loss statements for the year 2012 were unanimously approved.

4) When the commercial and financial statements for the year 2012 prepared in accordance with the provisions of the TCC are examined, It was determined that the company's commercial profit was available. In accordance with the provisions of the TCC, after deducting the losses of the previous year and allocating the legal reserve in accordance with the provisions of the company's articles of association and the TCC, it was unanimously decided that 15 million TRY of the remaining amount will be distributed to the shareholders within the share rates until 31.12.2013 and the remaining amount will be kept in the Company's Extraordinary reserves.

5) The acquittal of the members of the Board of Directors and auditors was submitted to the vote.

Consequent on the voting, each of the members of the Board of Directors was unanimously acquitted for their activities in 2012 by the acceptance vote of the other shareholders participating in the voting by law, without participating in the voting in their own release in accordance with Article 436 of the TCC. The issue of releasing the auditors was put to the vote of the General Assembly. The auditors were unanimously acquitted individually and as a committee.

6) The members of the board of directors were unanimously given permission to do business and engage in commercial activities outside the company in accordance with Articles 395 and 396 of the TCC. It was unanimously decided that the wage and attendance fee paid to the members of the Board of Directors in the previous period should be increased by 10% (3.300 TRY net).

It was unanimously decided to benefit from each of the Chairman and Members of the Board of Directors from other social rights and all financial support opportunities applied to personnel and managers in the company.

7) Since our company meets the criteria of the Council of Ministers Decision published in the 23 January 2013 dated 28538 numbered Official Gazette, it was unanimously affirmed that the independent Grant Thornton "Engin Bağımsız Denetim ve S.M.M.M. A.Ş." company be elected as the auditor.

8) The internal directive specified in the Ministry Representatives Regulation published in the Official Gazette dated 28.11.2012 and numbered 28481 and issued by the Board of Directors was read to the General Assembly and a copy of it was presented to the participants of the General Assembly. It was determined that there was no objection to the Internal Directive and submitted to the approval of the General Assembly and approved unanimously

An addition made to the report

9) It was unanimously decided to add a sub-clause to Article 3 of the Articles of Association titled "Purpose and Subject of the Company" as follows

Previous Text:

Article 3)

Purpose and Subject of the Company

3.1 The field of activity of the company is to provide catering services and other related services to domestic and foreign airlines, companies and agencies providing all kinds of land vehicles and tourism services.

3.2 The company may carry out trade, import, export, know-how, patent, license, concession, license, incentive, internal and external loans; make loan contracts, transactions; purchase, sell, rent,

lease out movable, immovable goods, all kinds of equipment and installations; operate, rent out, purchase, become a partner, sell all kinds of facilities such as factories, workshops, production facilities, warehouses, pipelines, cold air facilities and warehouses, commercial warehouses, restaurants, hotels, kiosks, cafeterias; import machinery, tools and equipment, spare parts, establish mortgages or pledges as desired, make and remove commercial enterprise pledges; make all kinds of dispositions necessary for these purposes.

3.3 Establishes and has established facilities to ensure quality control.

3.4 The Company may open branches or establish new businesses; merge with other companies or take over other companies in whole or in part, establish distributorship or agency. The company may establish partnerships with other legal entities operating or to operate in the field of airline catering services. It may cooperate with them, purchase their businesses and shares, and make all kinds of legal transaction related to its field of activity. Company activities will never be in any kind of mediation or portfolio management.

3.5 It may sell, have sold, open and operate sales stores or warehouses for this purpose at air customs gates, within customs areas or in passengers outside the customs line.

3.6 It may engage in all kinds of financial and administrative activities in terms of the performance of the above-mentioned works in proportion to the permission of the legislation or the articles of association. In this context, it also carries out other works required by its fields of activity, and can borrow collateralized or unsecured money from home or abroad.

New Text:

Article 3)

Purpose and Subject of the Company

3.1 The field of activity of the company is to provide catering services and other related services to domestic and foreign airlines, companies and agencies providing all kinds of land vehicles and tourism services.

3.2 The company may carry out trade, import, export, know-how, patent, license, concession, license, incentive, internal and external loans; make loan contracts, transactions; purchase, sell, rent, lease out movable, immovable goods, all kinds of equipment and installations; operate, rent out, purchase, become a partner, sell all kinds of facilities such as factories, workshops, production facilities, warehouses, pipelines, cold air facilities and warehouses, commercial warehouses, restaurants, hotels, kiosks, cafeterias; import machinery, tools and equipment, spare parts, establish mortgages or pledges as desired, make and remove commercial enterprise pledges; make all kinds of dispositions necessary for these purposes.

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association. In this context, it also carries out other works required by its fields of activity, and can borrow collateralized or unsecured money from home or abroad.

3.7 The company may engage in artistic and cultural activities and make all kinds of dispositions necessary for these purposes.

10) The meeting was closed since there was no other issue to be discussed on the agenda and no wish and request was made.

Chairman of the Council of General Assembly  
Hamdi Topçu Signature  
Vote Collector  
M. Serdar Erden signature  
Clerk of General Assembly  
Selen Önen Signature  
Ministry of Science, Industry and Technology  
Metin Yöney signature

List of Shareholders Attending the 2012 Ordinary General Assembly Meeting of THY Doco İkram Hizmetleri A.Ş held on 20/03/2013

Name and Surname of Shareholders Residence/Nationality:  
Turkish Airlines Joint Stock Company  
Turkish Airlines General Administration Building Yeşilköy - Bakırköy -İstanbul/TR  
Capital Amount (TRY): 15.000. 000TRY  
Number of Shares and Acquisition Type/Date:  
15.000.000- (A) Establishment/27.09.2006  
Form of Representation, By Principal/Proxy:  
By proxy  
Name Surname of the Representative: Hamdi Topçu  
Signature: imza  
Name and Surname of Shareholders Residence/Nationality:  
Doco İstanbul Catering ve Restaurant Hizmetleri Sanayi ve Ticaret A.Ş.  
Cumhuriyet Cad. No:30 Harbiye-İşli-İstanbul/TR  
Capital Amount (TRY)  
14.999.997.- TRY  
Number of Shares and Acquisition Type/Date:  
14.999.997(B) Establishment/27.09.2006  
Form of Representation, By Principal/Proxy:  
By proxy  
Name Surname of the Representative: Hakan Berat Babila  
Signature: imza  
Name and Surname of Shareholders Residence/Nationality:  
DO & CO International Investment Limited  
10 Orange Street, London, WC2H7DQ Haymarket- UK/UK  
Capital Amount (TRY) : 1 - TRY  
Number of Shares and Acquisition Type/Date:  
1 (B) Establishment/27. 09.2006  
Form of Representation, By Principal/Proxy:  
By proxy  
Name Surname of the Representative: Selen Önen  
(signature) (signature)  
Name and Surname of Shareholders Residence/Nationality:  
DO & CO Aktiengesellschaft  
Stephansplatz 12th A-1010 Vienna -Austria/Austria

Capital Amount (TRY) : 1 - TRY

Number of Shares and Acquisition Type/Date:

1 ( B ) Establishment/27.09.2006

Form of Representation, By Principal/Proxy:

By proxy

Name Surname of the Representative: M Serdar Erden

Signature: imza

Name and Surname of Shareholders Residence/Nationality:

Attila Turgut Doğudan signature

Üzengi Sok, No:6 Etiler-Beşiktaş-İstanbul/TR

Capital Amount (TRY) : 1 - TRY

Number of Shares and Acquisition Type/Date: 1(B) Establishment/27.09.2006

Form of Representation, By Principal/Proxy:

By proxy:

Name Surname of the Representative: M Serdar Erden

Signature: Signature

Ministry of Science, Industry and Technology

Metin Yöney signature

Chairman of the Council

Hamdi Topçu Signature

Vote Collector

M. Serdar Erden signature

Clerk

Selen Önen Signature

Names and Signatures of Board Member and Auditors Present at the Meeting

Chairman of the Board of Directors

Hamdi Topçu Signature

Auditor

Erkan Temel signature

Capital of the company:

30.000.000.00 TRY

Total Number of Shares:30.000.00

Minimum Meeting Quorum: 100% (30.000.00 Shares)

Current Meeting Quorum: 100%

In person: (by proxy) 29.999.999

By proxy: 1

The shareholding and capital structure displayed in the list of attendees are appropriate for the share register and records of the Company.

Internal Directive

Internal Directive on Working Principles and Procedures of the General Assembly of thy Do&Co  
İkram Hizmetleri Anonim Şirketi

Section One

Purpose, Scope, Basis and Definitions Purpose and Scope

Article 1-

- (1) The purpose of this internal directive is to determine the working principles and procedures of the General Assembly of thy DO & GO İKRAM HİZMETLERİ ANONİM ŞİRKETİ. within the framework of the relevant legislation of the Law and the articles of association. This Internal Directive, It covers all ordinary and extraordinary general assembly meetings of THY DO & CO İkram Hizmetleri Anonim Şirketi.

Reference

## Article 2-

(1) This Internal Directive has been prepared by the board of directors in accordance with the provisions of Principles and Procedures of the General Meeting of the Corporations and Regulation on the Representatives of the Ministry of Customs and Trade to Attend These Meetings.

### Definitions

#### Article 3-

(1) In this Internal Directive;

a) Assembly: represents a one-day meeting of the General Assembly,

b) Law: represents the Turkish Commercial Code No. 6102, dated 01.13.2011,

c) Session: Each of the recesses, meal breaks and every break taken for similar reasons at each assembly

ç) Meeting: An ordinary and extraordinary general assembly meeting,

d) Chairman's Council: The board consisting of the meeting's chairman selected to run the meeting by the general assembly according to the first paragraph of Article 419 of the Law, the vice-chairman selected by the general assembly if necessary, the meeting minute reporter appointed by the chairman and the vote collection officer if deemed necessary by the meeting chairman.

### Section Two

#### Working Principles and Procedures of the General Assembly

#### Article 4-

(1) Meeting shall be held in accordance with the Law, the provisions of the relevant legislation and the provisions of the main contract about the general assembly.

### Entry to the meeting venue and preparations

#### Article 5-

(1) Shareholders or their representatives, the members of the board of directors and auditors if any, representative of the Ministry if assigned and the persons appointed or assigned as meeting chairman registered to attendance list arranged by the board of director may attend meeting place.

(2) At the entrance to the meeting place, the real person shareholders and the representatives appointed through the electronic general assembly system established pursuant to Article 1527 of the Law are required to show their identity cards, the representatives of the real person shareholders are required to show their identity cards together with their representation documents, and the representatives of the legal entity shareholders are required to present their authorization documents and sign the places indicated for them in the list of those present. These control procedures are carried out by one or more members of the board appointed by the board or by the person or persons appointed by the board.

(3) The duties of preparing a meeting venue large enough to seat all shareholders, all the stationary, documents, tools and equipment, which may be required during the meeting are carried out by the board of directors.

### Opening of the Meeting

#### Article 6-

(1) The meeting is opened upon a minute evidencing that stipulated quorum is established in 418th and 421st article of the Law by the president of the Board of Directors or deputy president of the Board of Directors or the members of the Board of Directors on pre-announced time at the head office of the company or other location of the province where the Company is situated when necessary (the provisions of unannounced meeting specified in 416th article of the Law).

### Forming of the Chairman's Council

#### Article 7-

(1) Pursuant to 6th article of this Internal Directive, a president and a deputy president if needed, not having obligation of being shareholder in charge with management of general assembly among primarily candidates recommended shall be appointed under the administration of the person opening

the meeting.

(2) At least one secretary and sufficient number of vote collecting officers shall be appointed by the Chairman if deemed necessary.

(3) The chairman of the meeting is authorized to sign the minutes of the meeting and other documents forming the basis of these minutes.

(4) The chairman of the meeting shall act in accordance with the Law, the articles of association, and the provisions of this Internal Directive in managing the general assembly meeting.

#### The Duties and Authorities of the Chairman

##### Article 8-

(1) Meeting Chairmanship performs the following tasks under the management of the chairman:

a) Checking whether the meeting is held on the address designated on the notice and if specified in the Articles of Incorporation, the meeting place is fit for this purpose or not.

b) To check whether the convocation for the general assembly meeting was made as shown in the articles of association, as published the web sites of the companies, which are obliged to establish a website, and with an announcement published on the Turkey Trade Registry Gazette, whether this convocation was made at least two weeks prior to the meeting date excluding the notice and meeting date, whether the meeting was notified to the shareholders registered on the share ledger, to shareholders who have communicated their addresses by submitting documents to prove their ownership of registered shareholder status or stockholder status and to check whether the meeting date, agenda and the notice are published the trade registry gazettes, and to record this situation in the meeting minutes.

c) To check whether people unauthorized to enter the meeting has entered the meeting or not and to check whether all the provisions regarding the entrance to the meeting given in this Internal Directive article 5 paragraph 2 have been fulfilled by the management board or not.

ç) In case the general assembly convenes without a call pursuant to Article 416 of the Law, whether all shareholders or their representatives are present, to examine whether there is any objection to the meeting being held in such manner and to examine whether the quorum is maintained until the end of the meeting.

d) Determining availability of main contract incorporating amendments if amended, share registered, annual operation report of the board of directors, auditors report, financial statements, agenda, amendment draft prepared by the Board of Directors if there is amendment in main contract in the agenda, amendment of main contract, permit letter obtained from the Ministry in case it is subject to Permit of the Ministry of Customs and Commerce and annex amendment draft, attendance list prepared by the Board of Director, delay minute relating to previous meeting if invited to the meeting for postponing general assembly and other required documents are present or not and specifying this case in the minute.

e) Checking the identity of those attending the General Assembly in person or by proxy by signing the list of attendees upon objection or necessity and to check the accuracy of the representation documents.

f) Determining whether the managing directors and at least one board member and the auditor in companies subject to audition are present and to record this in the meeting minutes.

g) Managing the general assembly activities per the agenda, preventing deviations from the agenda except for matters specified in the Law, ensuring order at the meeting, and taking the measures required to do this.

ğ) To open and close the Assembly and sessions and to close the meeting.

h) To read or have read resolutions, drafts, minutes, reports, suggestions, and similar documents relating to the matters discussed at the general assembly and provide right to speak as required.

ı) To administer voting on resolutions to be made by the general assembly and report the results.

i) Monitoring whether the minimum quorum for the meeting is maintained at the beginning, during and at the end of the meeting and whether decisions are taken in accordance with the quorums stipulated in the Law and the articles of association.

j) To announce the notices to the General Assembly made by the representatives referred to in Article 428 of the Law.

k) Pursuant to Article 436 of the Law, to prevent the voting of the persons who do not have right to vote, to supervise all types of restrictions imposed on right to vote and privileged voting as per the Law

and the articles of association.

l) To postpone the discussion of the financial statements and the related matters upon the request of the shareholders owning one tenth of the capital to be discussed in the meeting to be held one month later without the need for the general assembly to make a decision on this matter.

m) To ensure the general assembly activity reports are drawn up, to note objections in the minutes, to sign resolutions and reports, to indicate the positive and negative votes for the resolutions taken in the meeting minutes so as to leave no room for doubt.

n) To deliver the minutes of the meeting, the annual activity report of the board of directors, auditor reports in companies subject to audit, financial statements, list of attendees, agenda, motions, voting papers and minutes of elections, if any, and all documents related to the meeting to one of the board members present at the end of the meeting with a minute.

#### Proceedings to be Performed before discussing the Agenda

##### Article 9-

(1) The chairman of the meeting reads the meeting agenda to the general assembly or has it read. It is asked by the chairman whether there is any amendment suggestion for changing the order of the agenda items and if there is a suggestion, it is presented for the approval of the general assembly. The order of the agenda items may be changed with the majority of the votes of the persons present in the meeting.

#### Agenda and Discussion of Agenda Articles

##### Article 10-

(1) It is mandatory for the ordinary general board agenda to include the following aspects:

a) Opening and formation of meeting Chairman's council.  
b) Discussion of the board of directors' annual activity report, auditor's report in companies subject to audit, and the financial statements.

c) Acquittal of the members of the Board of Directors and auditors, if any.

ç) Election of the members of the board of directors whose terms have expired and of the auditor in companies subject to audit.

d) Determining the remuneration of the members of the Board of Directors and their rights such as attendance fees, bonuses and premiums.

e) Determining the usage and distribution of the profit and profit share ratios.

f) Discussion of amendments to the articles of association, if any.

g) Other matters deemed necessary.

(2) The agenda of the extraordinary general assembly meeting consists of the reasons for holding the meeting.

(3) Other than the exceptions below, subjects that are not in the meeting agenda can not be discussed or decided:

a) In the presence of all the partners, subjects may be unanimously added to the agenda.

b) In accordance with Article 438 of the Law, special inspection request of any shareholder shall be decided by the General Assembly to take place regardless of their inclusion in the agenda.

c) Dismissal of Board members and the election of the new ones are considered to be related with the discussion of year end financial statements and upon request they are directly discussed and decided regardless of whether anything related with the subject exists in the agenda or not.

ç) Even if there is no such item on the agenda, the dismissal of the members of the Board of Directors and the election of new ones in their place shall be added to the agenda by a majority vote of those present at the general assembly if justifiable reasons exist such as corruption, incompetence, breach of the obligation of loyalty, difficulty in the performance of office due to membership in multiple companies, incompatibility, or abuse of influence.

(4) No agenda item that has been discussed and resolved at the general assembly can be discussed and resolved again without the unanimous vote of all present.

(5) Items that the Ministry has requested be discussed at the company general assembly due to audit or any other reasons shall be put on the agenda.

(6) The agenda shall determined by the those who convokes the general assembly to meeting.



## Holding the floor at the meeting

### Article 11-

(1) Shareholders or other interested parties who would like to talk on the agenda item being discussed shall notify the meeting chairmanship. The chairman announces the persons to speak at the general assembly and gives the floor to these persons in the order of application. If the person who is given the floor to speak is not present in the meeting place, he/she shall lose his/her right to make a speech. Speeches are made at the place set for this addressing the general assembly. Persons may exchange their turns to speak. In the event that speech durations are limited, the person to speak may continue to talk once his time is over if the first person after him/her gives his/her right to speak, and only with the condition to complete his/her speech within the time of the next person in turn. Otherwise, duration of speech time may not be extended.

(2) The chairman of the meeting may give the floor regardless of the turn to the board members and the auditor who would like to give explanations regarding the item being discussed.

(3) Periods of talks are decided by general assembly according to the number of persons desiring to take the floor and significance and majority of required issues to be negotiated and density of agenda upon the recommendation of the president or shareholder. In such cases, the General Assembly decides by vote separately first whether limiting the speech will be required, and then what this limit is going to be.

(4) Pursuant to 1527th article of the Law, the principles and procedures designated in sub regulations and the aforementioned article in relation to delivering opinions and suggestions of shareholders or representatives in electronic environment to general assembly shall be applied herein.

## Voting and Voting Procedure

### Article 12-

(1) Before the voting, the chairman of the meeting explains the subject to be voted to the general assembly. If a draft resolution is to be voted, first it shall be determined in writing and read and then voting shall begin. Once it has been announced that the voting will take place, permission to speak may only be requested for the procedures. In the mean time, if there is a shareholder who has not been given the floor even though he/she has requested, he/she may use his/her right to speak with the condition that he/she reminds it and it is confirmed by the Chairman. Nobody shall be given the floor after the voting starts.

(2) Votes relating to the issues negotiated in the meeting are used by way of referring acceptance or rejection separately or by raising hands or standing up. These votes are counted by the meeting chairman. The chairmanship may appoint sufficient number of people to assist in vote counting if necessary. People who have not raised hands, who have not stood up or who have not expressed any statement shall be deemed as voted "nay" and these votes shall be accepted to be voted against the given decision.

(3) Pursuant to the 1527th article of the Law, the principles and procedures designated in the sub regulations and the aforementioned article in relation to delivering votes of shareholders or representatives in electronic environment with general assembly shall be applied herein herein.

## Preparation of the Meeting Minutes

### Article 13-

(1) List of participants showing shareholders or their representatives, their owned shares, groups, members and nominal values is signed by the president of the meeting and the minute is organized in compliance with the principles set out in relevant legislation and the Law by clearly demonstrating in the minute the number of positive and negative votes used for each decision and the decisions adopted and as a summary of responses given and questions asked in general assembly.

(2) The General Assembly minutes of the meeting is prepared at the meeting venue and during the meeting by way of a typewriter, computer or with a legible handwriting in ink. For the meeting minutes to be typed with a computer, there should be a printer at the meeting venue to enable taking print-outs.

(3) The minute is prepared in two copies minimum, and each page of the minute is signed by the representative of the Ministry in case of participation of the representative, and the chairman's council.

(4) It is mandatory to indicate the corporate title of the company, date and place of the meeting, nominal value of shares of the company, the number of shares, the number of total shares represented by acting in person or by proxy in the meeting, if participated, name and surname of the representative

of the Ministry and date and number of letter of assignment and how invitation is rendered if the meeting is held as announced and if unannounced.

(5) The number of votes relating to the decisions adopted by in the meeting is specified in the minute in figure and words in a way which shall not cause any doubt.

(6) Names, surnames of the persons giving negative vote to the decisions adopted in the meeting and desiring to process this opposition in the minute and their opposition justifications are specified in the minute.

(7) In case justification of opposition is rendered in writing, this letter is appended to the minute. In the meeting minutes, the name and last name of the shareholder or his/her representative's name and last name is recorded and it is indicated that his/her objection letter is attached. The objection letter attached to the meeting minutes is signed by the meeting chairman and the Ministry representative if attended.

#### Proceedings at the End of the Meeting

##### Article 14-

(1) At the end of meeting, the meeting chairman shall deliver a copy of the meeting minutes and other documents related to the General Assembly Meeting to one of the board members present in the meeting. The situation is confirmed with a separate minute prepared between the parties.

(2) The Board of Directors is liable for submitting one notarized copy of the minute to Trade Registry Directorate within maximum fifteen days as of the date of the meeting and for registering and announcing the matters subject to registration and announcement included in this minute.

(3) Companies that are obliged to have a web site must also publish the minutes on the website site within a maximum of 5 (five) days following the date of the general assembly.

(4) The meeting chairman shall also hand a copy of the attendance list, the agenda, and the general assembly meeting minutes to the Ministry representative if present.

#### Participating the meeting in the electronic environment (online)

##### Article 15-

(1) The procedures to be fulfilled by the presidency of the meeting and the Board of Directors are redeemed by considering 1527th article of the Law and relevant legislation to the extent recognizing participation possibility to general assembly meeting in electronic environment pursuant to 1527th article.

#### Section Three

##### Miscellaneous Provisions

#### The Documents Relating To Participation of The Representative of the Ministry And General Assembly Meeting

##### Article 16-

(1) For the meetings where the attendance of the ministry representative is mandatory, provisions of Principles and Procedures of the General Assembly of the Corporations and Regulation on the Representatives of Ministry of Customs and Trade to Attend These Meetings are reserved for the request of the representative and the duties and authorities of the representative.

(2) In preparing the list of people that can attend the meeting and the present people list, the representation documents to be used in the general assembly and the meeting minutes, it is mandatory to comply with the provisions of the Regulation given in first paragraph.

#### Circumstances Unforeseen in Internal Directive

##### Article 17

(1) During the meetings, in cases when faced with a situation not foreseen in the internal directives, acting is done in accordance with the decision given by the general assembly.

#### Adoption of the Internal Directive and amendments

##### Article-18-

(1) This is the Internal Directive, is put into effect, registered and announced by the board of

directors with the approval of the general assembly of THY DO & CO İKRAM Hizmetleri Anonim Şirketi . The amendments to the Internal Directives are subject to the same procedure.

#### Enforcement of Internal Directive

##### Article 19-

- (1) This internal directive has been accepted at the general assembly meeting of THY DO & CO İKRAM Hizmetleri Anonim Şirketi dated 20.03.2013 and becomes effective on the date of its announcement in the Turkish Trade Registry Gazette.

Stamp and signatures

(5/A) (7/246756)