# Rules of Procedure of the General Shareholders Meeting of the "Orzeł Biały" Spółka Akcyjna ("Orzeł Biały" joint stock company) with a registered office in Piekary Ślaskie

§ 1

- 1. This Rules of Procedure, hereinafter referred to as the "Rules", shall specify the rules and procedures both of the Ordinary, and the Extraordinary General Shareholders Meetings of the "Orzeł Biały" Spółka Akcyjna ("Orzeł Biały" joint stock company) with a registered office in Piekary Śląskie (hereinafter referred to as the "Company"). —
- 2. The General Shareholders Meeting shall debate according to the rules determined by the provisions of the Commercial Companies Code ("Kodeks spółek handlowych"), the Company's Articles of Association ("Statut Spółki") and these Rules of Procedure ("Regulamin"). -----

§ 2

- 3. A technical and organisational support of the General Shareholders Meeting shall be ensured by the Company's Management Board. ----
- 4. The General Shareholders Meeting summoned on the shareholders' request should be held on a date specified in the request, and if respecting this date meets the significant constrains on the nearest date, that enables to settle the issues brought before the General Shareholders Meeting by the General Shareholders Meeting. –––––

§ 3

1. Only the persons who are the Company's shareholders for 16 (sixteen) days before a date of the General Shareholders Meeting (date of the participation registration in the general shareholders meeting) shall have

- a right to take part General Shareholders Meeting. ------
- 2. The dematerialised bearer shares shall grant a right to participate in the General Shareholders Meeting, if they are included in a list drawn up by an entity that maintains depository for securities pursuant to a procedure and within the terms determined in the Commercial Companies Code. –
- 3. The right to participate, mentioned in section 1 2 shall include in particular a right to vote, a right to propose motions and a right to raise objections. ------

- 1. The Management Board shall draw up and sign a list of the shareholders authorised to a participation in the General Shareholders Meeting. ----
- 2. The list should contain the following data: -----

  - 2) a place of residence or a registered office of the shareholder,----
  - 3) a number, a kind and the numbers of the shares, and a number of the votes, to which the shareholder is authorised. -----
- 3. If to a right to vote attached to a share is authorised a pledgee or a user, such a circumstance shall be marked on the shareholder list upon request of the authorised. ------
- 4. The list of the shareholders authorised to the participation in the General

- Shareholders Meeting should be made available in the premises of the Management Board, throughout three weekdays prior to holding the General Shareholders Meeting. ------
- 6. The shareholder shall be also able to request to submit to him/her the list of the shareholders free of charge via electronic mail, while specifying the address, to which the list should be submitted. ------

- 1. The shareholders authorised to participate in the General Shareholders Meeting, prior to entering the room shall present a proof of identity and confirm their attendance by their genuine signature affixed on the list of the persons authorised to participate in the General Shareholders Meeting made available at the entrance to the meeting room, and collect the ballot papers prepared by the Management Board. ——————
- - a. determine, if the shareholder is authorised to participate in the General Shareholders Meeting, ------
  - b. check up an identity of the shareholder, or their plenipotentiary, on the basis of the ID card or another document, ------
  - c. check up a correctness of the mandate, which should be thereafter attached to a minutes book of the General Shareholders Meeting maintained by the Company's Management Board, unless the mandate is granted in the electronic form, ------
  - d. acquire a signature of the shareholder or their plenipotentiary on the attendance list.
- 4. The mandate for taking action on behalf of the shareholder should be granted in the written form or in the electronic form. A notification about granting the mandate in the electronic form should be submitted by the shareholder authorised to participate in the General Shareholders

- 5. The shareholder who possesses the shares entered into more than one securities account shall be able to appoint separate proxies to exercise the rights attached to the shares entered into each account. ------
- 6. The plenipotentiary shall be able to represent more than one shareholder and vote in a different manner on the basis of the shares of each shareholder.
- 7. In the case of an attendance at the General Shareholders Meeting both the shareholder, and their plenipotentiary, the shareholder shall be authorised to the right to vote.

§ 6

- 2. The Chairman of the General Shareholders Meeting shall be selected in the secret voting, by voting for each candidate separately in the alphabetical order amongst the candidates nominated by the persons, who are authorised to vote during the General Shareholders Meeting.----

§ 7

1. The Chairman of the General Shareholders Meeting shall determine if

the General Shareholders Meeting is summoned correctly, shall inform about an announcement provided according to Art. 402<sup>1</sup> of the Commercial Companies Code and shall state an attendance of a notary who draws up the minutes from the General Shareholders Meeting session.

- 5. In cause of doubt, related to the right to participate in the General Shareholders Meeting with regard to a concerned person or an execution by the latter the right to vote, the committee, mentioned in section 4, by a resolution passed by an ordinary majority of votes presents the General Shareholders Meeting its position in respect of permitting the concerned person to participate in the General Shareholders Meeting. ------
- 6. The concerned person shall be able to appeal from a decision taken by the committee to the General Shareholders Meeting. -----
- 7. The General Shareholders Meeting shall take a decision about permitting the concerned person to participate in the General Shareholders Meeting by a resolution, in the open voting, by an ordinary majority of the votes.

- 3. The minutes that include the results of voting performed prior to an election of the Returning Committee, after a prior check-up of the voting results, shall be signed without undue delay just after the election by all members of the Returning Committee. The minutes from the voting

conducted after an election of the Committee shall be signed by all its members, without undue delay just after counting the votes. -----

§ 9

- 1. The General Shareholders Meeting shall be able to elect a secretary of the General Shareholders Meeting and a 3-person Resolution Committee amongst the candidates appointed by the participants of the General Shareholders Meeting. For the purpose of electing the members of the Resolution Committee shall be respectively used the rules foreseen in respect of electing the Chairman of the General Shareholders Meeting.—
- 2. The responsibility of the Resolution Committee shall consist in accepting the proposals of the amendments related to the content of the resolution drafts of the General Shareholders Meeting, editing a text of the amendments of the resolution drafts and presenting it to the Chairman, consulting the proposed amendments to the resolution drafts with a notary and/or legal service of the General Shareholders Meeting.

- 1. After determining, that the General Shareholders Meeting is capable to passing the important resolution, the Chairman of the General Shareholders Meeting shall order voting over an adoption of the agenda.
- 3. A resolution related to an omission to adjust the matter included in the agenda should be passed only in the case when there are significant and material reasons. A motion in such a case should be justified in detail. The resolutions on some matters to be removed from the General Shareholders Meeting agenda shall passed with the majority of <sup>3</sup>/<sub>4</sub> (three fourth) votes cast in the presence of the shareholders representing at least 50% of the shareholders equity or be void, subject to section 4. --
- 5. The General Shareholders Meeting shall be able to pass procedural resolutions and the resolutions related to summoning the Extraordinary General Shareholders Meeting, despite a fact that they are not included in the agenda. The voting over the procedural matters may refer only to the matters related to proceeding the General Shareholders Meeting

session. The resolutions, which may have an impact on an execution of the rights by the shareholders shall not be a subject of voting according to this procedure. ------

- 1. The Chairman of the General Shareholders Meeting shall direct the General Shareholders Meeting session and shall ensure its efficient course, as well as respecting the rights and interests of all shareholders.
- 3. The Chairman of the General Shareholders Meeting should not without any important reasons submit a resignation form his/her function. ----
- 4. The Chairman of the General Shareholders Meeting shall give the floor to the session participants and the members of the Management Board, the Supervisory Board, statutory auditor and to the other invited persons.
- 5. The Chairman of the General Shareholders Meeting, in the justified cases, shall be able to determine a maximum duration of the speeches, and shall be also able to deprive a person who gives a speech of the floor when this person talks beside the point, in an offensive manner or does not observe the provisions of the Rules of Procedure. ------
- 7. The participants of the General Shareholders Meeting shall be authorized to object against a decision of the Chairman. In the case when an objection is lodged, the General Shareholders Meeting shall settle in a form of the resolution, adopted by an ordinary majority of votes, about upholding or revoking a decision of the Chairman of the General Shareholders Meeting.
- 8. The Chairman of the General Shareholders Meeting shall be able to give the floor to the members of the governing bodies, the Company's employees, experts, as well as to the other persons, if he/she deems it necessary, in particular in order to present the explanations by them.
- 9. In the case of the resignation by the Chairman of the General Shareholders Meeting from fulfilling his/her function, the General Shareholders Meeting promptly elects the new Chairman amongst the persons authorised to participate in the General Shareholders Meeting

according to a procedure specified in § 6 section 2 or 3 of the Rules of Procedure. The acts made by the former Chairman of the General Shareholders Meeting shall be valid and shall not require to repeat them.

#### § 12

- 1. A voting procedure at the General Shareholders Meeting shall be open, subject to section 2. ------
- 3. The resolutions about a significant amendment of the object of business activity of the Company are adopted during an open roll-call voting. --
- 4. The voting shall be able to take place while using an electronic system for casting and counting of votes, which should ensure casting affirmative and negative voices, as well as note an abstention from voting, while considering a fact, that the shareholder may vote differently in respect of each possessed share. With a secret voting, the system should ensure an elimination of an identification of the voting manner by the particular shareholders.------
- 5. The shareholder shall be able, neither in person, through a record plenipotentiary nor as a plenipotentiary of the third person to vote over the resolutions related to his/her responsibility and liability towards the Company due to any reason, in that granting discharge, releasing from an obligation towards the Company and a dispute between him/her and the Company. ------
- 6. The resolutions in respect of an election to the governing bodies or

committees shall be approved by voting with regard to each candidate independently in alphabetical order. In the case, when a number of the appointed candidates is not greater that a number of the mandates, the Chairman of the General Shareholders Meeting shall be able to order, if only none of the shareholders objected, a joined voting for a list of the appointed candidates.-----

- 8. The Chairman of the General Shareholders Meeting shall announce a result of the voting and shall state if a resolution has been passed or that a resolution has not been due to a failure to obtain a required majority of the votes. The Chairman of the General Shareholders Meeting shall read a content of the passed resolution. -------
- 9. The persons objecting against the resolution shall be ensured a possibility to justify an objection concisely. -----
- 10. In the case when the shareholder votes several times on the basis of one share within a frame of one resolution or one motion, only the first voice is valid. -----

- 1. Upon motion of the shareholder or the shareholders who represent at least one fifth of the share capital, an election of the Supervisory Board shall be able to be performed in a form of voting by the separate groups. The motion in this matter should be submitted to the Company's Management Board in the written form within a term that enables to include it in the agenda of the General Shareholders Meeting. —————
- 2. The Chairman of the General Shareholders Meeting shall announce a number of the shares needed for creating a separate group. This number shall be determined by dividing a number of the shares represented at the General Shareholders Meeting by a number of the places in the Supervisory Board foreseen in the resolution draft within this scope. --
- 3. The shareholder shall be able to belong only to one group. A number of the created groups shall not exceed a number of the places in the Supervisory Board. -----

- 5. The groups shall be able to join in order to perform a joined election of the members of the Supervisory Board. ------
- 6. The Chairman of the General Shareholders Meeting shall announce a creation of the individual groups, and then heshe shall order drawing up the attendance lists list in respect of the particular groups. The provisions of § 5 section 2 and § 7 section 2 and 3 shall be applied respectively. ------
- 7. The Management Board should ensure a separate place for the created group in order to convene in order to provide an election. -----
- 8. A procedure of electing the members of the Supervisory Board in a form of voting by the separate groups shall be determined and ordered by the Chairman of the General Shareholders Meeting.
- 9. The vacant mandates in the Supervisory Board not appointed by the adequate number of the shareholders, created according to section 2, are appointed by voting, in which participate all shareholders, which voices are not executed while electing the members of the Supervisory Board, elected in a form of voting by the separate groups.

§ 15

While determining the Supervisory Board Members' emolument, the General Shareholders determines it in fair value, provided that it should neither constitute a significant item of the Company's business expenses, nor have a significant impact on a Company's financial result. -----

§ 16

- 1. A course of the General Shareholders Meeting session shall be able to be recorded with an aid of the electronic data storage media. The recorded records from the course of the General Shareholders Meeting session shall be archived in the registered office of the Company.
- 2. The General Shareholders Meeting, by a resolution passed by an ordinary majority of the votes, shall take a decision about a possible presence of

the journalists during the session, recording the session in whole or in part, regardless of a form of the recording. ------

§ 18

Recalling the General Shareholders Meeting, in which agenda upon a motion of the authorised entities includes the concerned matters or, which is summoned upon such a motion, shall be possible only with a consent of the applicants. In the other cases, the General Shareholders Meeting shall be able to be recalled, if its holding encounters the extraordinary obstacles (force majeure) or is evidently groundless. Recalling is performed in the same manner, as its summoning, while ensuring as little as possible negative effects for the Company and for the shareholders so it would not prevent or restrict an execution of the shareholder's right to participate General Shareholders Meeting. A change of the term of the General Shareholders Meeting session shall take place in the same manner as set forth for its recalling, even if the proposed agenda is not amended.

§ 19

- 1. The resolutions of the General Shareholders Meeting, shall be placed in the minutes drawn up by a notary, otherwise shall be null and void. ---
- 2. On request of a participant of the General Shareholders Meeting his/her declaration in the written form shall be included in the minutes. ----
- 3. The Chairman of the General Shareholders Meeting shall not cause a delay signing the minutes of the General Shareholders Meeting without the justified reasons. ------

§ 20

All matters related to the course of the General Shareholders Meeting session, and not regulated by these Rules of Procedure, shall be settled by the participants of the General Shareholders Meeting by voting. -----

- 1. All amendments to these Rules of Procedure shall require a resolution of the General Shareholders Meeting under pain of being declared null and void and shall enter into force at the earliest from the next General Shareholders Meeting.
- 2. These Rules of Procedure shall enter into force from the next General Shareholders Meeting and shall replace the current Rules of Procedure of the General Shareholders Meeting from 27th October 2009. -----