

**İstanbul, 25/10/2018**

**General Letter: 1478**  
**Project and Program Management**

**Subject:** Takasbank 2018 Business Continuity Exercise that will be performed on the 24th of November 2018

**Related Parties:** Members

Dear General Manager,

**Takasbank Annual Business Continuity Exercise** which is performed in order to verify our recovery plans for maintaining continuity of our services, will be performed on the **24th of November 2018** simultaneously with the exercises of Borsa İstanbul and Merkezi Kayıt İstanbul.

With the exercise, it is aimed to confirm the success of operation of critical services carried out by Takasbank via secondary systems. Participation of our members is optional. However, in order to ensure the completion of the scenarios, attendance of some of our members is required and they will be given a notification subsequently.

The functions that the controls and operations will be performed within the test scenario are listed below:

- Borsa İstanbul Equity, Debt Securities, Futures and Options, Precious Metals and Money Markets clearing, settlement, risk and collateral management, asset transfer, corporate actions,
- Electricity and Natural Gas Market settlement and collateral management,
- Takasbank Money Market, Securities Lending Market, Turkey Electronic Fund Trading Platform operations,
- Cash Credit operations,
- Cheque Clearing System (settlement and collateral management processes),
- Gold Transfer system,
- Book- Entry Custody,
- Global Custody,
- Private Pension Funds Unit Shares Management,
- TL and Foreign Cash Transfer operations.

It is required that your personnel who will participate to the exercise must be declared to Takasbank until **Thursday, November 08, 2018 18:15** by attending “**2018 Takasbank ODT Katılımcıları Bilgileri**” survey which will be sent to your e-mail address. At least 1 person from business department and 1 person from IT department should be declared.

“Takasbank Business Continuity Exercise Connection Guide” that includes preparation and connection details for the exercise and “Test Scenario” document that includes the exercise steps will be sent on **Tuesday, November 13, 2018** to the e-mail addresses you declared before.

Due to permission procedures related to connection definitions, members who need IP and port information to be used for the application before November 13, 2018 can request access details by e-mail from [ube@takasbank.com.tr](mailto:ube@takasbank.com.tr).

Respectfully submitted for your information and further action.

Sincerely yours,

**TAKASBANK**  
**İSTANBUL CLEARING, SETTLEMENT AND CUSTODY BANK INC.**

**Taşkın ÖKER**  
**Manager**

**Mahmut KAYACIK**  
**CEO and Board Member**