

CHEQUE CLEARING TRANSACTIONS TEAM

Subject: About Revision of Cheque Clearing Application

Related: Cheque Clearing System Members

Dear General Manager,

Our efforts to improve the quality of service in the services offered by our Bank continue in line with the criteria of developing and changing technology conditions, improving operational workflow processes, adapting to the demands of our members and the obligations required by the legislation.

Within this scope, in Takasbank Check Clearing Application, the revisions of the menu arrangements, user identification, authorization and approval processes that will be reflected on the real environment on 06/10/2019 are given in Annex 1.As the date of transition to the details within the scope of improvements; can access with the link <https://www.takasbank.com.tr/tr/kaynaklar/kilavuzlar> partaking Cheque Clearing System Usage Rules Guide.

Moreover, as of the date of transition, to the details within the scope of improvements can be accessed from the Clearing System Rules of Use Guide located <https://www.takasbank.com.tr/tr/kaynaklar/kilavuzlar> link.

Respectfully submitted for your information and further action.

Sincerely yours,

TAKASBANK

İSTANBUL TAKAS VE SAKLAMA BANKASI A.Ş.

NESRİN ÖZKURT

DIRECTOR

GÖKHAN ELİBOL

DEPUTY CEO

BOARD MEMBER

Annex : Annex1 (One Page)

ITEM NO	DEFINITION OF REVISION	SCOPE OF REVISION
1	Cheque Clearing Menu Arrangements	<ul style="list-style-type: none"> In practise, most of menus and screens in the current station have been preserved and the names and contents of the menus have been rearranged within the frame of the following headings. Each user can use menu items within the scope of his/her authorization. Package Operations User Operations Reports Approval Procedures Help
2	Revision of approval procedures	<ul style="list-style-type: none"> This menu can be viewed only as a result of adding the four-eyes principle preference to the menu of the relevant participant in case the participant requests from Takasbank officials with the written instruction that he wants to perform the transactions in two stages. The approval operations screen will not be viewed on the screen of the user who is unauthorized by the bank manager. The approval transaction tab is a screen that can only be accessed by the participants requesting authorization process to perform the transactions with the approval mechanism and becomes active directly if authorized.
3	Users authorization screen improvements	<ul style="list-style-type: none"> In the current situation, authorization process made from Add user and User List screens will be done with "User Authorization Screen" after the transition. Authorization can only be done with the user with "Bank Administrator" authorization. There could be more than one Bank Administrator user per participant. However, the bank manager changes can only be realized by the written instructions sent to Takasbank which is signed by the authorities with the widest signature authority. After the transition, authorization about adding users and listing users screen will be taken back from all users. New screen authority will only be granted to users with "Bank Administrator" authority. Bank managers will be able to define new screen authorities to users of the "Bank User" authorization type after the transition.
4	Users identification /update screen four eyes control structure improvements	<ul style="list-style-type: none"> The existing Adding Users and Listing Users screens have been removed and after the transition, adding, updating and listing operations will be performed from the Users Identification screen. User identification and update procedures can be carried out in single-stage or double-stage according to the approval preference within the scope of the instruction to be sent to Takasbank in writing by the banks. New bank users, unlike in the current case, also can be identified by the bank users if they are authorized by the bank managers. If the participant has a dual-stage authorization structure, the user add-on process is approved, if not, it takes place in a single stage without approval.
5	Revision of removal of abstract user option	<ul style="list-style-type: none"> In the current situation, authorisation of abstract user given via users identification screen by marking with a special identification, is removed. In case of authorization by the bank manager via choosing prepare daily abstract and monthly abstract options through reports menu, all bank users will be able to perform daily and monthly preparation of abstract transactions.