Appendix No. 3

**The Action Plan on Implementation of the Rules**

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| **s.i.No.** | **Name of Action** | **Form of completion** | **Responsible for implementation** | **The term of implementation** | **Note** |
| 1. | Putting into compliance with the requirements of the Rules of the appropriate INDs of the Bank on the Bank transactions and provision of bank products,calculation of rates of return and tariffs, as well as standard agreements for provision of bank products  | The IND in new edition | Coordination and methodology subdivision/ independent structural subdivisions | Within a year from the date of approval of the Rules |  |
| 2. | Keeping in the current mode on the Bank Internet source of the placed information on the rates and tariffs for banking and other services provided to clients, specifying the data on the date on introduction of changes into the effective rates and tariffs, numbers of the internal document and the body that accepted these changes. | The tariffs of the Bank | Independent structural subdivisions | As are actualized |  |
| 3. | Compliance with the requirement of the Rules on provision of information and consulting a client on banking transactions | - | Front Office | Permanently |  |
| 4. | Compliance with the requirements when entering into a deal with persons related to the Bank, as well as confidentiality when conducting banking transactions, including on collection and processing of personal data of clients | - | All the Bank employees | Permanently |  |
| 5. | Monitoring of the Rules as to timeliness with the requirements of the legislation of the Republic of Kazakhstan  | The IND in new edition/changes and/or additions to the IND | Involved structural subdivisions | Quarterly/once in half-year |  |