

**REGULATION ON COMPETITIVE, AUTHORIZATION, AND PROFICIENCY EXAMINATIONS AND
WORKING PROCEDURES AND PRINCIPLES OF THE BANKING REGULATION AND SUPERVISION
AGENCY'S PROFESSIONAL STAFF**

SECTION ONE

Purpose, Scope, Basis and Definitions

Purpose and Scope

ARTICLE 1 – (1) This Regulation has been prepared to determine the principles and procedures regarding the competitive, authorization, and proficiency examinations, as well as the working procedures and principles, of the professional staff of the Banking Regulation and Supervision Agency (BRSA).

Basis

ARTICLE 2 – (Amended: OG-14/10/2012-28441) This Regulation is prepared on the basis of based on Article 92 of the Banking Law No. 5411, dated 19/10/2005, and Supplementary Article 41 of the Civil Servants Law No. 657, dated 14/7/1965.

Definitions and Abbreviations

ARTICLE 3 – (1) The terms used in this Regulation shall have the following meanings;

- a) Chairman: the Chairman of the Banking Regulation and Supervision Board and Agency,
- b) Law: the Banking Law No. 5411, dated 19/10/2005,
- c) **(Repealed: OG-14/10/2012-28441)**
- ç) KPSS: the Public Servant Selection Examination conducted by the Student Selection and Placement Center (ÖSYM) for (A) group positions, in accordance with the provisions of the General Regulation on Examinations for Initial Appointment to Public Positions, published in the Official Gazette by the Decision No. 2002/3975 of the Council of Ministers on 18/3/2002,
- d) Board: the Banking Regulation and Supervision Board,
- e) Agency: the Banking Regulation and Supervision Agency,
- f) **(Amended: OG-14/9/2013-28765)** Professional staff: the sworn bank auditors and assistant sworn bank auditors, banking specialists and assistant banking specialists, legal specialists and assistant legal specialists, IT specialists and assistant IT specialists, as well as BRSA specialists and assistant BRSA specialists, who perform continuous duties and services required by duties assigned to the Agency by the Law,
- g) Assistant Auditor: a sworn bank auditor assistant,
- ğ) **(Amended: OG-14/9/2013-28765)** Assistant Specialist: assistant banking specialist, assistant legal specialist, assistant IT specialist or BRSA assistant specialist,
- h) **(Added: OG-14/10/2012-28441)** Manager: vice presidents, department heads, and directors who perform continuous duties and services required by duties assigned to the Agency by the Law,
- ı) **(Added: OG-30/10/2022-31998)** Examination Board: the board conducting the entrance examinations for professional staff,
- i) **(Added: OG-30/10/2022-31998)** Thesis Jury: the jury reviewing and evaluating the thesis prepared by the assistant auditor or assistant specialist,
- j) **(Added: OG-30/10/2022-31998)** YDS: the Foreign Language Proficiency Examination,
- k) **(Added: OG-30/10/2022-31998)** Proficiency Examination Board: the board conducting the proficiency examination for professional staff,

l) **(Added: OG-30/10/2022-31998)** Authorization Examination Board: the board conducting the authorization examination for professional staff.

SECTION TWO

Duties of Professional staff

Duties of Professional staff

ARTICLE 4 – (1) Professional staff are responsible for performing the duties assigned to the Agency by the Law and other relevant legislation, under the supervision of the respective unit chiefs.

SECTION THREE

Selection of Professional staff

Entrance Examination

ARTICLE 5 – (1) Candidates to be appointed as assistant auditors and assistant specialists at the Agency must pass a two-stage entrance examination consisting of a written and an oral examination. This examination is conducted on dates deemed appropriate by the Chairman, considering the Agency's service needs.

(2) The number of candidates invited to the entrance examination cannot exceed twenty times the number of positions authorized for open recruitment.

(3) Candidates who fail at any stage of the examination are not permitted to proceed to the next stage.

(4) The secretarial services for the entrance examination are carried out by the Support Services Department.

Announcement

ARTICLE 6 – (Amended: OG-30/10/2022-31998)

(1) The requirements for participating in the entrance examination, the number of positions authorized for open recruitment, fields of specialization and/or quotas, KPSS score types and minimum scores, the number of candidates to be invited based on score ranking, the application deadline, application location, required documents for application, the examination venue, date, content, evaluation method, and other related details are announced at least one month before the examination date. The announcement is made with the approval of the Chairman and published on the Agency's official website, the website of the Agency designated by the President, and in the Official Gazette.

Required Qualifications

ARTICLE 7 – (Amended: OG-14/10/2012-28441) ⁽¹⁾ Candidates applying for the entrance examination must meet the following general and specific requirements.

a) General requirements;

1) To meet the conditions specified in subparagraph (a) of the first paragraph of Article 84 of the Banking Law No. 5411.

2) To meet the conditions specified in subparagraphs (a), (b), (c), and (d) of the first paragraph of Article 8 of the Banking Law No. 5411.

3) Not to be among those prohibited from employment under Article 26 of the Banking Law No. 5411.

b) Specific requirements;

1) **(Amended:OG-30/10/2022-31998)** For assistant auditors and assistant banking specialists (banking field): To have a bachelor's degree from domestic or foreign faculties or colleges approved equivalencies by the Higher Education Council (YÖK) providing at least four years of education in law,

political sciences, economics and administrative sciences, economics, business administration, or related departments such as banking, banking and finance, statistics, industrial engineering, computer engineering, electrical engineering, electronics engineering, electrical and electronics engineering, electronics and communication engineering, mathematical engineering, physics, statistics and computer science, or mathematics, or have a postgraduate degree in the aforementioned fields. .

2) For assistant legal specialists and assistant banking specialists (legal field): To have a bachelor's degree in law from domestic or foreign faculties or colleges approved equivalencies by the Higher Education Council providing at least four years of education or have equivalent qualifications approved by the Council of Higher Education.

3) For assistant IT specialists and assistant banking specialists (IT field): To have a bachelor's degree from domestic or foreign faculties or colleges approved equivalencies by the Higher Education Council providing at least four years of education in computer engineering, electrical engineering, electronics engineering, electrical and electronics engineering, electronics and communication engineering, industrial engineering, mathematical engineering, physics, mathematics, statistics, or statistics and computer science, or have a postgraduate degree in the aforementioned fields.

4) **(Additional subparagraph: OG-14/9/2013-28765)**⁽¹⁾For BRSA assistant specialists: To have a bachelor's degree from domestic or foreign faculties or colleges approved equivalencies by the Higher Education Council providing at least four years of education in law, political sciences, economics and administrative sciences, economics, business administration, communication, or related departments such as statistics and industrial engineering, or have a postgraduate degree in the aforementioned fields.

5)⁽¹⁾ **(Amended: OG-14/9/2013-28765)** Candidates must not have reached the age of thirty-five as of the first day of January in the year the entrance examination is held.

6)⁽¹⁾ Candidates must have obtained the minimum score(s) specified in the examination announcement from the KPSS (Public Servant Selection Examination) in the relevant score type(s) and/or category, with the validity of their KPSS score being valid as of the application deadline.

7)⁽¹⁾ For assistant legal specialists and assistant banking specialists (legal field), candidates must hold a valid attorney's license as of the application deadline specified in the examination announcement.

(2) Candidates who meet the required conditions shall be ranked based on the highest score obtained in the KPSS score type(s) and/or category(ies) indicated in the announcement. Those who are ranked among the specified number of candidates shall be admitted to the entrance examination. Candidates who have the same score as the last candidate on the list shall also be eligible to participate in the entrance examination.

Required Documents

ARTICLE 8 – (1) Candidates who wish to participate in the entrance examination must submit the following documents;

a) **(Amended: OG-30/10/2022-31998)** Application form with a photograph,

b) **(Amended: OG-19/10/2011-28089)** Declaration of Turkish Republic identity number (as indicated in the application form),

c) **(Repealed: OG-30/10/2022-31998)**

ç) **(Amended: OG-14/10/2012-28441)** Original or photocopy of the KPSS examination result document, or a printout from the internet.

(Additional sentence: OG-30/10/2022-31998) These documents may also be requested by being uploaded them to the online application system.

(2) Additionally, candidates who are entitled to appointment must submit the following documents before their appointment is finalized;

a) **(Amended: OG-30/10/2022-31998)** Original or officially certified copy of the higher education diploma or graduation certificate (for those who completed their education abroad, a document proving that the diploma has been recognized by the competent authorities) or the graduation certificate obtained from the e-Government system,

b) Declaration stating there are no conditions preventing them from permanently performing their duties,

c) **(Amended: OG-14/10/2012-28441)** Declaration of military status for male candidates,

ç) **(Amended: OG-14/10/2012-28441)** Declaration of criminal record status,

d) **(Amended: OG-30/10/2022-31998)** Three color passport-size photos taken within the last three months,

e) Certificate of Residence for notification purposes,

Candidates who fail to submit the required documents within the specified time frame shall not be appointed.

(3) Candidates who are found to have made false statements in the required documents shall have their examinations declared invalid, and their appointments shall be canceled even if they have already been appointed. Such individuals shall not have any claim for rights, and legal action shall be taken against them.

Application Method and Location

ARTICLE 9 – (1) (Amended: OG-30/10/2022-31998) Applications for the entrance examination can be made in person, by post, or through the official website specified in the entrance examination announcement. Applications sent by post must be made through methods such as registered mail, return receipt requested, or express mail service.

(2) The required documents must be submitted to the Agency no later than the end of working hours on the final application date **(Amended text: OG-30/10/2022-31998)** specified in the entrance examination announcement. Delays in postal services and applications made after the specified deadline, as well as applications with missing documents or information, shall not be considered.

Examination Boards

ARTICLE 10 – (1) Examination boards shall consist of at least five members to be determined by the Chairman or the Deputy Chairman designated by the Chairman **(Amended text: O G-14/10/2012-2844)** from among the administrators, Chairman’s advisors and/or professional staff, taking into account the staff titles and/or areas of specialization of the examination. When deemed necessary, the addition of up to four more members from among the faculty members to the board and the establishment of transactions regarding the duty of faculty members as board members are carried out with the approval of the Chairman. More than one examination board may be formed in the same procedure, taking into account the title and/or specialization areas of the positions for which the entrance examination is opened.

(2) Additionally, two substitute members are designated from within the agency. In the event that regular members are unable to attend the board for any reason, the substitute members shall join the board in the order they were designated.

(3) The board is responsible for determining the participants in the examination **(Amended text: OG-14/9/2013-28765)**, defining the examination topics and preparing the questions, evaluating the examinations, making decisions, reviewing any objections to the results, and carrying out other procedures related to the examination.

(4) Board members cannot participate in decisions concerning candidates who are their third-degree blood relatives or second-degree relatives in-law.

(5) The secretarial services of the board are carried out by the Human Resources Directorate.

Invitation to the Entrance Examination

ARTICLE 11 -(1) Applications submitted within the specified period are reviewed by the Human Resources Directorate to determine whether the applicants meet the required qualifications. Applicants who fulfill the criteria are ranked by the Human Resources Directorate based on the highest scores in the KPSS score type(s) specified in the announcement. Those who fall within the announced quota are determined by the board (**Amended text: OG-14/10/2012-28441**) through an official report and notified to the applicants via an announcement on the Agency's official website.

(2) (**Amended text: OG-30/10/2022-31998**) Applicants who qualify to take the entrance examination are notified of the examination date and location electronically, or an examination document containing this information is provided.

Written Examination Stage

ARTICLE 12-(1) The written stage of the entrance examination is conducted by the Agency to assess the knowledge level of the candidates for the position. The Agency may obtain support from individuals or organizations specialized in the relevant subjects for the written examination.

(2) (**Amended paragraph: OG 14/10/2012-28441**) (**Amended first sentence: OG 14/9/2013-28765**) The written examination topics are determined by the examination board, considering the title of the position and/or the fields of specialization, from among the subjects listed below and/or subjects related to the candidates' field of education. These are then submitted to the Chairman. In addition to the determined topics, the written examination may also include translating a foreign language text into Turkish and a Turkish text into a foreign language as a foreign language examination topic.

a) (**Amended: OG 30/10/2022-31998**) For Assistant Auditors and Assistant Banking Specialists (banking field):

1)Economics: Microeconomics, Macroeconomics, Turkish and World Economy, International Economics, Statistics-Econometrics, Money-Banks and Financial Markets, Business Economics.

2)Finance: Public Finance, Fiscal Policy, Tax Law, Business Finance, Financial Management.

3)Law: Constitutional Law, Administrative Law, Law of Obligations (General Principles), Civil Law (Introduction and Persons Law), Commercial Law (Commercial Enterprise, Commercial Companies, and Negotiable Instruments Law), Bankruptcy and Enforcement Law, Criminal Law (General Principles).

4)Accounting: General Accounting, Accounting Standards, and Financial Statement Analysis.

5)Statistics: Operational Research, Simulation, Random Models, Regression Models, Probability-Statistics, Risk Management in Banking, Time Series, and Panel Data Econometrics.

6)Engineering: Basic Computer Programming and Algorithm Development, Database Management Systems, Data Structures and Algorithms, Computer Networks and Internet, Information Security, Operating Systems, Basic Concepts in Information Technologies (Computer Technology Concepts, Basic Computer Networks and Internet, Basic Information Security, Basic Databases), Project Management.

7)Mathematics: Financial Mathematics, Exponential and Logarithmic Functions, Sequences and Series, Derivatives, Integrals, Linear Algebra, Differential Equations, and Economic Applications of These Topics.

b) For Assistant Legal Specialists and Assistant Banking Specialists (law field):

1)Constitutional Law, Administrative Law and Administrative Jurisdiction, Criminal Law.

2)Law of Obligations, Civil Law, Commercial Law.

3)Bankruptcy and Enforcement Law, Procedural Law (Criminal Procedure and Civil Procedure).

4)Private International Law, International Law.

c) (**Amended: OG 14/9/2013-28765**) For Assistant IT Specialists and Assistant Banking Specialists (IT field):

1)Basic Computer Programming and Algorithm Development.

2) Basic Concepts in Information Technologies (Computer Technology Concepts, Basic Computer Networks and Internet, Basic Information Security, Basic Databases).

3) Basic Banking and Finance Concepts.

4) Operational Research, Project Management, Simulation, Stochastic Models.

5) Probability, Statistics.

6) Risk Management in Banking.

7) Financial Mathematics, Cost Accounting; Exponential and Logarithmic Functions, Sequences, Series, Derivatives, Integrals, Linear Algebra, Differential Equations, and Economic Applications of These Topics.

8) Management Information Systems, Management and Organization.

9) Software Engineering, Database Management Systems, Data Structures and Algorithms, Computer Networks and Internet, Information Security, Operating Systems.

10) Electronic Circuits, Digital Logic Design, Microprocessors, Communication, Signals, and Systems.

c) **(Added: OG 14/9/2013-28765)** For Assistant Specialists of the BRSA:

1) Finance: Public Finance (Public Revenues, Public Expenditures, Budget, Public Debt), Fiscal Policy, General Principles of the Turkish Tax System.

2) Law: Constitutional Law, Administrative Law (General Provisions and Administrative Jurisdiction), Criminal Law (General Provisions), Law of Obligations, Civil Law (Introduction and Persons Law), Bankruptcy and Enforcement Law (General Provisions).

3) Economics: Macroeconomics and Microeconomics, Turkish and World Economy.

4) Accounting: General Accounting, Financial Analysis, and Reporting.

5) Communication: Basic Concepts of Communication, History of Communication, Communication Theories, International Communication, Communication Law, History of the Turkish Press.

(3) **(Amended: OG 14/10/2012-28441)** In the written examination stage, each examination topic or group is evaluated on a scale of 100. Candidates must score at least 60 points in each topic or group and have an average examination score of at least 70 points to pass. Based on the written examination results, starting with the highest score, not less than 70, candidates up to four times the number of positions announced in the entrance examination notice shall be invited to the oral examination.

Implementation of the Written Examination

ARTICLE 13 – (1) Question sheets are delivered in sealed envelopes along with an official report to the chairperson of the examination board or a board member designated by the chairperson. In the written examination, special answer sheets sealed with the agency's stamp and designed to conceal the candidate's name are used. The examinations are conducted under the supervision of staff assigned by the Support Services Department.

(2) **(Amended: OG-14/9/2013-28765)** During the examination process, an official report is prepared, containing the candidates' identities have been verified, the start and end times of the examination, and the number of answer sheets collected at the end of the examination. At the end of the examination, the answer sheets collected from candidates are handed over to the chairperson of the examination board.

(3) **(Amended: OG-14/9/2013-28765)** The examination board evaluates the answer sheets and submits the examination results to the Support Services Department within no later than two months, accompanied by an official report. The list of successful candidates is announced on the Agency's official website within two working days following the submission of the results. Additionally, the results of the written examination and the date of the oral examination are notified to the successful candidates.

(4) **(Repealed: OG-14/9/2013-28765)**

Oral Examination Stage

ARTICLE 14 – (Amended: OG-14/10/2012-28441)

(1) The oral examination assesses candidates on the following criteria:

- a) Knowledge of the subjects covered in the written examination,
- b) Ability to comprehend and summarize a topic, expression skills, and reasoning capacity,
- c) Suitability for the profession in terms of merit, representation ability, behavior, and reactions,
- c) Self-confidence, persuasiveness, and credibility,
- d) General aptitude and general knowledge,
- e) Openness to scientific and technological developments.

Candidates are graded separately for each criterion. subparagraph (a), candidates are assessed on the scale of 50 points. For each characteristic written in subparagraph (b) through (c), candidates are assessed on the scale of 10 points. Before the oral examination, the examination board prepares and minutes the questions to be asked and their corresponding answer keys. Additionally, during the examination, another report is prepared, containing the questions asked, the answers given, and the scores assigned by each committee member for each response. No other recording system is used for the oral examination.

(2) To pass the oral examination, candidates must achieve an arithmetic average score of at least 70 out of 100, as determined by the scores given by the chairperson and members of the examination board.

Evaluation

ARTICLE 15 – (1) (Amended: OG-14/10/2012-28441) The examination board determines the entrance examination success score of candidates who pass both the written and oral stages of the entrance examination by calculating the arithmetic average of their written and oral examination scores. The candidates are then ranked based on their scores according to the position titles and/or fields of specialization. If the number of successful candidates exceeds the number of announced positions, candidates with the highest scores, up to the number of positions specified in the announcement, are considered to have passed the entrance examination and are designated as principal candidates. Additionally, provided they are successful in the entrance examination, reserve candidates may be selected up to half the number of announced positions. The examination board submits the official report indicating the list of principal and reserve candidates to the President for approval within five working days following the conclusion of the oral examination.

(2) **(Amended: OG-14/10/2012-28441)** Scoring 70 or higher in the entrance examination does not constitute an acquired right for candidates who are not ranked among the principal or reserve lists. If candidates on the principal list are not appointed or if they resign after appointment, those positions may be filled within six months of the announcement of the examination results by appointing reserve candidates in order of highest scores. The status of reserve candidates does not confer any acquired rights or priority for subsequent examinations.

(3) If the number of successful candidates in the examination is less than the number of positions announced for each field of specialization., the Chairman is authorized to make numerical adjustments between the quotas specified for different fields of specialization, based on the recommendation of the examination board.

(4) **(Amended: OG-14/10/2012-28441)** Candidates who pass the entrance examination are announced on the Agency's official website. Additionally, successful candidates are notified in writing of their results.

(5) Candidates who do not pass the entrance examination is returned their application documents upon their requests within two months as from the announcement of the examination results.

(6) Documents and records related to the entrance examination, excluding the lists showing the scores obtained by the candidates and the official reports, are retained for one year and then destroyed.

SECTION FOUR

Training of Assistant Auditors and Assistant Experts

Period of Assistance

ARTICLE 16 – (1) (Amended: OG-14/10/2012-28441) Assistant auditors and assistant experts undergo a minimum of three years in the assistance period after joining the profession. For those who take unpaid leave or sick leave and companion leave exceeding a total of three months, the assistance period is extended by the duration of their absence.

Principles of Training

ARTICLE 17 – (1) The Agency ensures that assistant auditors and assistant experts receive the best possible training during their assistance period through general and specialized training programs it develops.

(2) The training of assistant auditors and assistant experts prioritizes the following objectives:

- a) Developing their personalities in line with the principles of independence and impartiality required by the profession,
- b) Enabling them to gain experience and expertise in professional legislation, practices, and areas of investigation and inquiry,
- c) Instilling habits of utilizing modern tools and resources, such as scientific research, studies, and computers,
- c) Teaching contemporary international audit standards, techniques, and principles,
- d) Equipping them with knowledge and skills in correspondence and report writing,
- e) Enhancing their foreign language proficiency,
- f) Encouraging and guiding them to actively participate in social, cultural, and, in particular, specialty-requiring activities,
- g) Assisting them in acquiring the qualifications necessary to become managers.

Basic Training

ARTICLE 18 – (Repealed: OG-30/10/2022-31998)

Assignments in Units

ARTICLE 19 – (1) (Amended: OG-14/9/2013-28765) It is essential for assistant auditors and assistant experts to be assigned to at least two service units, considering their position titles and/or fields of specialization. However, when determining the units to which Banking Regulation and Supervision Agency assistant experts may be assigned, the units under the Support Services Department are taken into account.

(2) Sworn bank auditors, as well as banking, legal, and IT specialists, are responsible for assisting assistant auditors and assistant experts in their professional training. They provide theoretical and technical knowledge, help them acquire the necessary knowledge and skills for carrying out tasks, facilitate their adaptation to their roles, and support the development of their written and verbal expression, monitoring, and auditing capabilities.

SECTION FIVE Qualification Examination

Eligibility to Take the Qualification Examination

ARTICLE 20 – (1) (Amended: OG-14/10/2012-28441) Assistant auditors and assistant experts who have worked at the Agency for at least two years are entitled to take the qualification examination. For those who have taken unpaid leave or have used sick leave and companion leave exceeding a total of three months, the period to qualify for the examination is extended by the duration of their absence.

(2) The relevant directorate of the Support Services Department determines whether those intending to take the qualification examination meet the required conditions and informs the qualification examination board of the results in writing.

Qualification Examination

ARTICLE 21 – (1) The qualification examination is conducted in written form on the date and at the location determined by the Chairperson. Assistant auditors and assistant experts who shall take

the examination are notified in writing of the examination date and location at least two months in advance.

(2) Documents submitted by those unable to attend the examination due to valid excuses are reviewed and resolved by the qualification examination board. Those whose justified and valid excuses are accepted by the board shall be allowed to take the examination within three months from the date their excuse ceases. Similarly, those who were previously ineligible to take the examination shall be allowed to sit for it within three months after meeting the necessary conditions.

Qualification Examination Boards

ARTICLE 22 – (1) Qualification examination boards are established for each professional staff group in accordance with the procedures and principles specified in Article 31.

Subjects of the Qualification Examination

ARTICLE 23 – (1) (**Amended: OG-14/10/2012-28441**) The qualification examination comprises the following subjects within the scope specified in Article 33:

a) For assistant auditors and banking assistant experts (banking field):

- 1) General Banking Knowledge,
- 2) Bank Accounting and Financial Analysis.

b) For legal assistant experts and banking assistant experts (legal field):

- 1) General Banking Knowledge,
- 2) Evaluation and Interpretation of Other Professional Legislation.

c) (**Amended paragraph: OG-14/9/2013-28765**) For IT assistant experts and banking assistant experts (IT field): Subjects determined by the examination board, taking into account the candidates' fields of specialization.

(2) If deemed necessary by the Chairman, training related to the examination subjects may be provided before the qualification examination is conducted.

Qualification Examination Scores

ARTICLE 24 – (1) The qualification examination score is the average of the scores obtained in the written examinations conducted for each subject. To pass the qualification examination, candidates must score at least 50 out of 100 in each subject and achieve an overall average of at least 65 across all written examination scores.

(2) The examination boards evaluate the answer sheets and submit the examination results to the Support Services Department within 45 days at the latest in a report. The list of successful candidates is announced to the relevant parties within two working days from the date the results are submitted.

Those Who Pass the Qualification Examination

ARTICLE 25 – (1) Assistant auditors and assistant experts who pass the qualification examination are authorized, with the approval of the Chairman, to independently conduct on-site inspections and supervision during the period leading up to the proficiency examination, provided they take an oath in accordance with the procedures. Those who fail the qualification examination cannot independently conduct on-site inspections and supervision during their assistantship.

SECTION SIX **Thesis Preparation**

Determination and submission of thesis topic

ARTICLE 26 – (1) (**Amended: OG-14/10/2012-28441**) Assistant auditors and assistant experts, within two months from the announcement date made by the Support Services Department, must submit a thesis topic to their unit supervisor, chosen from the topics approved by the supervisor. The thesis topics are then submitted to the Support Services Department through the relevant department heads. The Support Services Department shall submit the topics to the Chairman for approval within five working days.

(2) **(Amended: OG-14/10/2012-28441)** The Chairman shall approve or send back the thesis topics within seven days following their submission to him/her. If the thesis topics are sent back, the unit supervisors re-determine the thesis topics in line with the Chairman's suggestions within five working days and submit them for approval

(3) **(Amended: OG-14/10/2012-28441)** Assistant auditors and assistant experts are given eight months from the notification date of their thesis topics to prepare their theses.

(4) It is essential that the thesis has not been studied and defended in another institution or organization as part of a specialization, master's thesis, doctoral thesis, or any other title, in terms of content and results.

(5) The thesis must reflect the personal views and evaluations of the assistant auditors and assistant experts and must be prepared according to scientific research principles. The thesis should not exceed eight thousand words, excluding the table of contents, tables, appendices, and bibliography.

(6) Assistant auditors and assistant experts are required to submit their completed theses within the given timeframe to the Support Services Department through their respective department heads.

(7) **(Amended: OG-14/10/2012-28441)** Assistant auditors and assistant experts who fail to submit their theses on time shall be granted an additional period of no more than six months, taking into consideration the reason for the delay, as determined by the Chairman.

Thesis Jury

ARTICLE 27 – (1) The thesis jury consists of five full members and two alternate members, selected from among the professional staff as per the qualifications examination boards specified in Article 31 or appointed by the Chairman. If necessary, up to two additional members may be added to the jury from among the faculty members.

(2) The thesis jury convenes with the full number of members. In case any full members are unable to attend the meeting, the alternate members shall join the jury in the order of their appointment.

Evaluation of Theses

ARTICLE 28 – (1) The Support Services Department shall forward the submitted theses to the jury members within three days of receiving them.

(2) After evaluating the theses, the jury shall return those that require corrections to the respective assistant auditors or assistant experts and grant them an additional month to make the necessary corrections.

(3) **(Amended: OG-14/10/2012-28441)** The jury prepares a report on whether each thesis is accepted or not, including their evaluation. These reports are forwarded to the qualification examination boards. Those whose thesis are not accepted shall be given an additional period of no more than six months by the jury to prepare a second thesis.

SECTION SEVEN

Qualifications Examination and Appointment

Qualifications Examination

ARTICLE 29 – (1) The qualifications examination consists of two stages: a written and an oral examination, aimed at assessing knowledge of professional regulations.

Conditions for Eligibility to Take the Qualifications Examination

ARTICLE 30 – **(Amended: OG-14/10/2012-28441)**

(1) Assistant auditors and assistant experts qualify to take the qualifications examination after having worked for at least three years, including the probation period, provided that their prepared thesis has been accepted by the thesis jury. The three-year period does not include time spent on unpaid leave or any sickness or caregiving leave exceeding three months.

Qualifications Examination Boards

ARTICLE 31 – (Amended: OG-14/10/2012-28441) (1) The qualifications examination boards are formed based on the job titles and/or fields of specialization of the candidates. The boards are chaired by one of the vice-presidents and consist of five full members and two alternate members selected by the Chairman from among the managers, department advisors, and/or professional staff.

(2) For the qualifications examination boards in fields such as law, banking law (legal area), information technology, and banking law (IT area), up to two faculty members may be appointed as full members upon the request of the board chairpersons and the approval of the Chairman.

(3) The secretarial services for the qualifications examination boards are carried out by the Support Services Department.

Date and Announcement of the Qualifications Examination

ARTICLE 32 – (1) The qualifications examination is held after the completion of the period specified in Article 16, and the examination date and location are announced to the assistant auditors and assistant experts at least two months before the examination takes place.

Written Examination

ARTICLE 33⁽²⁾ – (1) **(Amended: OG-14/10/2012-28441)** The written examination groups and topics are formed by the examination board from among the following, taking into account the job titles and/or fields of specialization. These shall be specified in the announcement made within the framework of Article 32.

a) For Assistant Auditors and Banking Assistant Experts (banking area):

1) General Banking Knowledge: General Banking Practices and Products, Information on the Turkish and Global Banking System and Economy, Banking Law and all secondary regulations, including regulations, communiqués, circulars, and decisions made by the Board, as well as their inspection and supervision.

2) **(Amended: OG-14/9/2013-28765)** Evaluation and Interpretation of Other Professional Regulations: Laws relating to the agency under the Agency's authority and supervision, and the related secondary regulations.

3) Law: Commercial Law, Law of Obligations, Enforcement and Bankruptcy Law, Criminal Law (General Provisions), Misdemeanor Law (General Provisions), Civil Law, and Turkish Tax Regulations (Provisions related to banking).

4) Bank Accounting and Financial Analysis: Bank Accounting, Turkish Accounting Standards, Financial Statement Analysis and Techniques, Revision and Control.

b) For Legal Assistant Experts and Banking Assistant Experts (legal area):

1) General Banking Knowledge: Banking Law, the related regulations and communiqués, and their evaluation and interpretation.

2) **(Amended: OG-14/9/2013-28765)** Evaluation and Interpretation of Other Professional Regulations: Laws related to institutions under the agency's authority and supervision, and their related secondary regulations.

3) Public Law: Constitutional Law, Administrative Law, Administrative Judicial Procedure Law, Criminal Law, Criminal Procedure Law.

4) Private Law: Civil Law, Law of Obligations, Commercial Law, Enforcement and Bankruptcy Law, Civil Procedure Law.

c) For Information Technology Assistant Experts and Banking Assistant Experts (IT area) engaged in activities such as designing, developing, managing, and securing information systems and auditing the information systems of institutions under the scope of Law No. 5411:

1) Legislative Knowledge: Relevant Provisions of Law No. 5411, Regulation on Internal Systems of Banks, BRSA Organizational Regulation.

2) Basic IT Knowledge: Mathematical Foundations, Basic Statistics, and Information Technology Fundamentals.

3) Software and Database: Programming Languages, Operating Systems, Software Engineering, Database Management Systems, Data Structures.

Computer Networks and Information Security: Computer Architecture, Computer Networks, Information Security.

4) Information Systems Auditing: Information Systems Auditing Regulations and Practices, Internationally Accepted Approaches and Standards, Information Systems Risk Management.

ç) (Additional Clause: OG-14/9/2013-28765) For IT Assistant Experts and Banking Assistant Experts (IT area) engaged in risk management activities:

1) General Banking Knowledge: General Banking Practices and Products, Information on the Turkish Banking System and Economy, Banking Law, Basic Bank Accounting and Financial Statements.

2) Legal Regulations on Risk Management

3) Banking and Finance: Credit Risk, Market Risk, Operational Risk, and Management of Other Risks, Risk Measurement Approaches and Validation Techniques related to these risks.

4) Derivatives, Credit Derivatives, Financial Mathematics, Time Series Analysis, Valuation of Financial Products

d) (2) (Amended: OG-14/9/2013-28765) For IT Assistant Experts and Banking Assistant Experts (IT area), excluding the scope of sub-paragraphs (c) and (ç):

1) General Banking Knowledge: General Banking Practices and Products, Information on the Turkish Banking System and Economy, Banking Law, and Credit Card Law.

2) Basic Mathematics and Statistics Knowledge: Applied problems related to exponential and logarithmic functions in banking, sequences, series, and their applications, matrices, systems of linear equations and their applications, data collection and summarization, hypothesis testing, probability and probability distributions.

3) Bank Accounting and TMS: Bank Accounting and TMS ("Turkish Accounting Standards") (TMS Conceptual Framework, TFRS 7: Financial Instruments: Disclosures, TMS 1: Presentation of Financial Statements, TMS 32: Financial Instruments: Presentation, TMS 39: Financial Instruments: Recognition and Measurement standards) and Financial Statement Evaluation.

4) Related Regulations of the Banking Law

e) **(Additional paragraph: OG-14/9/2013-28765)** For BRSA Assistant Experts:

1) Knowledge on Agency Legislation: Banking Law and the regulations implemented concerning organizational structure, personnel, administrative and financial matters, and training.

2) General Legislation Knowledge: Public Financial Management and Control Law and related regulations, Central Government Budget Law and its application, procurement laws and relevant regulations, travel expenses regulations, personnel laws, social security regulations, and other regulations within the agency's scope.

(2) **(Repealed: OG-14/10/2012-28441)**

(3) The written examination is evaluated by the qualifications examination board members by calculating the arithmetic average of the scores given on a scale of 100, and it is recorded in a report. To be considered successful in the written examination, at least 50 points must be obtained from each written examination group, and their average must not be below 65.

(4) The examination board evaluates the answer sheets and submits the examination results to the Support Services Department within two months at the latest, in a report. The list of successful candidates shall be announced to the relevant parties within two business days from the date the results are delivered.

(5) Those who do not attend the written examination without a valid excuse shall be considered unsuccessful. Those with an excuse shall be called for the examination again at least one month after the end of their excuse period.

Oral Examination

ARTICLE 34 – (1) (Amended: RG-14/10/2012-28441) After the completion of the written examination, within one month, assistant auditors and assistant experts are subjected to an oral examination on subjects related to the agency's areas of responsibility. Those who fail the written examination cannot participate in the oral examination. In the oral examination, in addition to general

topics, the suitability of assistant auditors and assistant experts for the auditing/expertise profession, their reasoning, comprehension, persuasion, expression, and representation abilities are evaluated.

(2) The evaluation of the oral examination is made by calculating the arithmetic average of the grades given by the members of the qualification examination board out of 100 points, and it is recorded in a report. To be considered successful in the oral examination, the score must be at least 65.

(3) For assistant auditors, the following grades are also considered in the calculation of the oral examination score as a supplementary grade: a) Confidential evaluation reports on assistant auditors given by the auditors they work with during the accompanying period, b) Grades determined by the qualification examination board for the reports prepared by authorized assistant auditors at the end of their inspections and audits.

(4) Those who do not attend the oral examination without a valid excuse are considered to have failed the qualification examination. Those with valid excuses are called to take the examination again at least one month after the excuse period ends.

Qualification Examination Grade and Result

ARTICLE 35 – (Amended: RG-14/10/2012-28441)

(1) The qualification examination grade consists of the average of the written and oral examination grades, and this grade is used as the basis for the success ranking.

(2) The results of the qualification examination are announced within two days following the completion of the oral examination. Those who fail the qualification examination or fail to take the examination without a valid excuse, despite being eligible to do so, are subjected to a second qualification examination within one year from the announcement of the results, on a date determined by the qualification examination boards.

Appointment and Career Advancement (Amended paragraph heading: OG-14/9/2013-28765)

ARTICLE 36 – (Amended with heading: OG-14/11/2010-27759)

(1) (Amended: OG-30/10/2022-31998) Assistant auditors who have had their thesis accepted, passed the qualification examination, and have documented that they have achieved at least a (C) level in the Foreign Language Proficiency Test (YDS) or an equivalent international language certificate, are appointed to the positions of sworn auditors in banks; assistant experts are appointed to the relevant positions in banking, law, information technology, or as BRSA experts. The language certificate required for the appointment must be valid on the date of the qualification examination or obtained within two years after the qualification examination.

(2) For the promotion of the personnel working in the positions of sworn bank auditor and banking, (Amended text: OG-14/9/2013-28765) law, informatics or BRSA specialist, the following conditions are required for promotion in the profession, as well as the positive opinions of the head of the department to which he/she reports and the deputy chairman, if any.

a) In order to be appointed as sworn chief auditor of banks;

1) To have completed at least ten years of service as a sworn bank auditor (including the time spent in military service, provided that it is done within the period of professional service and as an assistant sworn bank auditor).

2) (Amended: OG-18/6/2011-27968) To have A level in the last three performance evaluations.

b) (Amended text: OG-14/9/2013-28765) In order to be appointed as Banking / Law / Informatics / BRSA chief specialist

1) (Amended text: OG-14/9/2013-28765) To have completed at least ten years of service as a Banking / Law / Informatics / BRSA specialist (Amended text: OG-14/9/2013-28765), including the periods spent in military service, provided that they are done in the period of professional service and in the Banking / Law / Informatics / BRSA assistant specialist.

2) (Amended: OG-18/6/2011-27968) To be at level A in the last three performance evaluations. c) In order to be appointed as senior sworn chief bank auditor

1) To have completed at least twenty years of service as a sworn bank auditor (including the time spent in military service provided that it is done during the period of professional service and as an assistant sworn bank auditor) or to have the title of sworn bank auditor and to have served as vice president/head of department in the Agency.

2) (Amended: OG-18/6/2011-27968) To have A level in the last three performance evaluations.

Ç) In order to be appointed as Senior (Amended text: OG-14/9/2013-28765) Banking / Law / Informatics / BRSA Specialist

1) (Amended text: OG-14/9/2013-28765) to have completed at least twenty years of service as a Banking / Law / Informatics / BRSA specialist (including the periods spent in military service, provided that they are performed within the period of professional service) or (Amended text: OG-14/9/2013-28765) Banking / Law / Informatics / BRSA /treasury expert or the conditions for appointment as a banking expert pursuant to the second paragraph of the provisional Article 8 of the Law and having served as vice president/head of department at the Agency.

2) (Amended: OG-18/6/2011-27968) To have A level in the last three performance evaluations.

Removal from Assistant Auditor and Assistant Expert Positions

ARTICLE 37 – (1) (Amended: OG-14/10/2012-28441) The following individuals lose their titles as assistant auditors and assistant experts:

a) Those who, despite the additional time granted, fail to prepare a thesis or whose thesis is not accepted,

b) Those who fail the qualification examination twice or do not use their right to take the examination,

c) Those who do not fulfill the foreign language proficiency requirement within the specified time. Assistant auditors are reported to the State Personnel Presidency to be assigned to positions appropriate to their education level in other public institutions and organizations, while assistant experts are assigned to positions with a civil servant title in the agency, corresponding to their status.

(2) The employment of assistant auditors and assistant experts in the agency is terminated if they score 59 or below out of 100 in the examination following basic training.

SECTION EIGHT

Working Procedures and Principles of Professional staff

Basic Procedures and Principles to be Applied in Work

ARTICLE 38 – (1) Professional staff perform their duties within the framework of relevant legislation, utilizing scientific data and methods, in line with the agency's policies and strategies.

(2) The professional staff's duties primarily involve ensuring the effective operation of the credit system, considering the protection of the rights and interests of depositors, the need for trust and stability in financial markets, and the requirements for economic development. This includes ensuring the implementation, monitoring, and supervision of the Law and other relevant regulations, securing the protection of savings, and preventing any actions or practices that could jeopardize the regular and safe operation of banks.

(3) While carrying out their duties, professional staff must behave with the dignity and seriousness required by their tasks toward the employees of relevant individuals and organizations. In addition, when engaging in discussions or requesting information about findings from supervision, inspection, examination, or assessments, they must act in accordance with the seriousness of the agency, being alert, guiding, instructive, and constructive.

Professional and Scientific Work Basis

ARTICLE 39 – (1) Professional staff engage in professional and scientific work in addition to their assigned tasks. They may carry out such work voluntarily or as assigned by their superiors.

Specialization in Work

ARTICLE 40 – (1) It is essential for professional staff to have knowledge and specialization in fields within the agency's scope of duties.

(2) However, depending on the workload of the agency, it may also be ensured that professional staff specialize in one of the fields within the agency's scope of duties.

Compliance with Time in Workflows

ARTICLE 41 – (1) It is essential for professional staff to complete the tasks and duties assigned to them by their respective superiors within the required timeframes. If it is believed that a task or duty cannot be completed within the specified time, the relevant superior must be informed.

Participation of Professional Staff in Workflow

ARTICLE 42 – (1) Professional staff shall respond to the communications that require a reply, considering the instructions given by their superior. Within the scope of the necessary authorization, they are obligated to sign and/or initial the documents and records related to matters that need to be preserved for future evaluation. However, if they have an opposing opinion to the instructions given by the relevant superior, the professional staff has the right to clearly record their opposing opinion, along with the reasons, by writing "I have an opposing opinion" in the margin and signing or initialing it.

Formation of Working Groups

ARTICLE 43 – (1) If the nature, volume, and duration of a task require the cooperation of multiple professional staff members, time-limited working groups may be established with the proposal of the relevant Deputy Director for departmental directorates, or the relevant department head for units directly reporting to the President, and the approval of the President.

(2) In cases where necessary, the relevant Deputy Director for departmental directorates or the relevant department head for units directly reporting to the President may assign a group leader to the working group.

(3) The group leader, after consulting with the members of the working group, ensures the continuation of the task in a proper manner and strives to implement methods that shall yield the best results in the workflow. Furthermore, the group leader is responsible for providing regular updates on the progress of the work to the relevant superior.

(4) The outcome of the work done by the working group is compiled into a joint report. The joint report to be prepared must be signed by all participants of the work. Those who have an opposing opinion must add their reasons for disagreement to the annex of the report.

Professional Staff Responsible for Supervision and Inspection

ARTICLE 44 – (1) In addition to the provisions set forth in Articles 38, 39, 40, 41, 42, and 43 of this Regulation, professional staff responsible for inspection and supervision are also required to comply with the procedures and principles stipulated in the Regulation on Procedures and Principles for Audits by the Banking Regulation and Supervision Agency, published in the Official Gazette No. 26236 on July 22, 2006, and the audit guides prepared by the agency.

SECTION NINE

Miscellaneous and Final Provisions

Repealed regulation

ARTICLE 45 - (1) The Regulation on Duties and Working Principles of the Board of Sworn Bank Auditors of the Undersecretariat of Treasury published in the Official Gazette dated 29/6/1995 and numbered 22328 and the Regulation on Competency and Qualification Examinations and Working Principles and Procedures of Banking Experts and Assistant Experts published in the Official Gazette dated 25/12/2001 and numbered 24621 are hereby repealed.

Adaptation

PROVISIONAL ARTICLE 1 - (1) The provision of the first paragraph of Article 19 shall not apply to the assistant auditors and assistant experts who have completed their two-year term of service in the Agency as of the publication date of this Regulation.

(2) As of the publication date of this By-Law, the thesis topics to be prepared in accordance with Article 26 by the assistant auditors and assistant specialists who have completed two years of service in the Agency and who are successful in the competency examination shall be finalized within fifteen days following the entry into force of this Regulation.

Work in progress

PROVISIONAL ARTICLE 2 - (Added: OG-14/10/2012-28441)

(1) The appointment of the assistant auditors and assistant specialists working at the Agency on the date of entry into force of this Article to the positions of auditor or specialist shall be finalized in accordance with the provisions of the legislation to which they were subject before the date of entry into force of this Article.

Enforcement

ARTICLE 46- (1) This Regulation shall enter into force on the date of its publication.

Execution

ARTICLE 47- (1) The provisions of this Regulation shall be executed by the Chairman of the Banking Regulation and Supervision Agency.

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- (1) *The second paragraph of Article 2 of the amendment regulation published in the Official Gazette No. 28765 on September 14, 2013, added subparagraph (4) to item (b) of the first paragraph of this article; the other subparagraphs were renumbered accordingly.*
- (2) *The ninth article of the amendment regulation published in the Official Gazette No. 28765 on September 14, 2013, added subparagraph (ç) after item (c) in the first paragraph of this article, and the existing subparagraph (ç) was renumbered as item (d).*

Official Gazette where the Regulation was published

Date Number

23/3/2007 26471

Official Gazettes where Regulations Amending the Regulation were published

Date Number

1. 14/11/2010 27759
2. 18/6/2011 27968
3. 19/10/2011 28089
4. 14/10/2012 28441
5. 14/9/2013 28765
6. 30/10/2022 31998