

Appendix # 12  
To the decision of the Board of Directors of IDGC of  
Centre, JSC  
Minutes # 21/13 dated from «02» September 2013

**REGULATION ON INFORMATION POLICY**  
**of Interregional Distribution Grid Company of Centre,**  
**Joint Stock Company**  
(new edition)

Moscow  
2013

### Main terms, definitions and abbreviations

Company	Interregional Distribution Grid Company of Centre, Joint Stock Company (IDGC of Centre, JSC).
S&A	Subsidiaries and affiliates - legal entities, where the Company possesses more than 20 percent of the voting stocks, or by virtue of the prevailing interest in the chartered capital, or according to the signed contract, or otherwise has the power to determine the decisions taken by such legal entities.
Local normative documents	Documents developed and adopted by governing bodies of the Company according to their competence defined by current legislation and the Articles of Association, bylaws, establishing standards (rules) of general nature, intended to regulate the management, financial, commercial, industrial and economic, personnel and other functional activities within the Company.
Information policy	A set of core principles and measures used by the Company to comply with the rights of all interested parties to have access to accurate and objective information about the Company.
Information disclosure	Providing access to information to all interested parties in this, regardless of the purpose of obtaining this information, in accordance with the procedure, which guarantees its presence and receipt.
Interested in Disclosure parties/ persons	<ul style="list-style-type: none"> <li>- shareholders of the Company;</li> <li>- potential investors (potential shareholders) of the Company;</li> <li>- professional participants of the securities market ("Investment Banking professionals");</li> <li>- the bodies of state authorities and administration;</li> <li>- contractors of the Company;</li> <li>- organizations that act as regulators of the relevant markets;</li> <li>- other persons.</li> </ul>

Investment Banking professionals	Investors, analysts, professional securities market participants, shareholders, rating agencies, specialized media, etc.
Material fact	Information that, if disclosed or provided, could have a significant impact on cost or quotation of securities of the issuer.
Intracorporate transactions	Transactions of the Company and its S&A; transactions between S&A; transactions of the Company and shareholders who possess no less than 5% of the voting stocks of the Company; transactions of the Company and shareholders who possess no less than 5% of the voting stocks of the S&A of the Company; transactions of the Company and members of management bodies of the S&A of the Company.
Material transaction	Transaction which may influence considerably on the activities of the Company. The list of such transactions is determined by the Company independently.
Road-show	Visiting a number of international financial centres by the Company's representatives in order to hold meetings with representatives of the investment community.
Telephone/Internet/video/web-cast/on-line conference	An event organized by means of telephone/internet/video communication with the participation of interested parties and authorized representatives of the Company on key event (news) in the Company's operations, decision of the Company's management. During the conference, authorized representatives of the Company answer questions of interested persons and give their comments on the event discussed (news, resolutions).
Information on the relations between the members of the Board of Directors and the Company	Information on the owning of the shares of the Company by the members of the Board of Directors, as well as the information on binding and official relations between the member of Board of Directors and the Company.

Cross shareholding	Holding of the shares of the Company by a subsidiary and (or) affiliated company.
IFRS	International Financial Reporting Standard.
RAS	Russian Accounting Standards.
ROE	Return On Equity.
SS	Substation.
PL	Power Line.
MSM	Mass media.

## **1. General provisions**

1.1. This Regulation on Information Policy of Interregional Distribution Grid Company of Centre, Joint Stock Company (hereinafter the «Regulation») has been developed according to Federal Law dated 26.12.1995 № 208-FZ «On joint stock companies», Federal Law dated 22.04.1996 № 39-FZ «On the securities market», other normative legal acts of the Russian Federation, the Code of Conduct approved on 05.04.2002, recommended for use by the Federal Securities Commission of Russia dated 04.04.2002 № 421/r, Articles of Association of IDGC of Centre, local normative documents of the Company, including the Code of Corporate Governance of the Company, as well as rules established by the organizers of the trade (stock exchanges), at which the Company's shares are traded and Russian and international practices of corporate governance.

1.2. This Regulation is an internal document of the Company that defines the basic principles of information policy, rules and approaches to disclosure of information and a list of documents to be disclosed to shareholders, creditors, potential investors, as well as professional securities market participants, government agencies and other interested parties, as well as establishing order and timing of its disclosure and reporting.

## **2. 2. Objectives of this Regulation**

2.1. The main objectives and tasks of this Regulation are:

- establishment of the principles of disclosure of mandatory and optional information that would increase openness and transparency in the relationship between the Company and the shareholders, creditors, potential investors of the Company and its S&A, professional participants of the securities market, government agencies, and other interested parties;
- determination of the list of information to be disclosed by the Company;
- definition of the rules and the manner of reporting about the Company to all stakeholders;
- to ensure the timely and full disclosure of accurate and objective information about the Company, sufficient for making investment and management decisions by the shareholders, creditors, potential investors, and other stakeholders related to their participation in the Company;
- providing a unified approach to the disclosure of information in the Company and its S&A;
- to protect the rights and legitimate interests of the shareholders of the Company;
- to follow the requirements of the laws of the Russian Federation concerning the obligatory information disclosure by the joint-stock company;
- to consolidate financial and economic ties between the Company and its contractors.

2.2. General Director of the Company provides achievement of the objectives of this Regulation in S&A by developing and approving in S&A respective local normative documents, fixing the norms of the uniform information policy.

General Director of the Company provides procedures of preparation,

agreement and control of contents and terms of information disclosure, proper system of storage of the documents of the Company, functionality and security of information resources.

### **3. 3. Principles of Information Policy of the Company**

The information policy of the Company is based on the following principles.

#### **3.1. Regularity and immediate provision.**

On regular basis the Company provides shareholders, their representatives, potential investors and other interested parties with the information on its activities by using all the means of information provision at the disposal of the Company.

#### **3.2. Information accessibility.**

The Company uses channels and ways to distribute information on its activities which provide free, easily done and nonselective access of shareholders, creditors, potential investors and other interested parties to the disclosed information.

#### **3.3. Completeness of information.**

The Company provides information to form a complete representation of shareholders and all stakeholders about the real state of affairs in the Company.

#### **3.4. Comprehensiveness and reliability of the disclosed information.**

The Company provides all the interested parties with the information representing the facts, without avoiding to disclose negative information about the Company, information content shall help to form the most complete image of the Company and idea of the results of the Company's activities.

#### **3.5. Reasonable balance between openness of the Company and preserving its commercial interests.**

The information policy of the Company is based on maximum realization of shareholders' and investors' rights to get information on the Company's activities. At the same time mandatory requirements are the following:

- protection of information which represents trade, state or other secret protected by law, according to the legislation of the Russian Federation;
- observance of the rules of distribution and usage of insider information established by the local normative documents of the Company.

3.6. The Company does not provide predictive information about net profit and other results of financial and economic activity before its official disclosure in accordance with the requirements of the legislation of the Russian Federation.

3.7. The information disclosed by the Company in accordance with this Regulation is published in the Russian language.

3.8. The Company discloses information in English in all cases when it is permitted by the legislation of the Russian Federation and does not contradict substantially to the disclosure in a certain case.

3.9. The Company seeks to disclose information in the Russian and English languages simultaneously.

3.10. The sole executive body of the Company is be held liable for the mandatory disclosure of information by the Company as provided by the legislation of the Russian Federation.

#### **4. Means and methods of the disclosure**

4.1. When disclosing information, the Company uses all available means of its distribution, including but not limited to the following communication means:

- press releases, news release, media reports, brochures of the Company;
- comments, interviews, press conferences, presentations, reports, speeches at public events;
- television and radio programs;
- electronic materials distributed by e-mail, on the Internet.

4.2. The Company discloses information through its distribution in the following ways:

##### **4.2.1. Disclosure in the news feed and on the page of an authorized news agency.**

The Company shall disclose the information in the form of messages of material facts (events, actions) affecting the financial and economic activities of the Company in the news feed of the authorized news agency «Interfax» at: <http://www.e-disclosure.ru/>, or another agency that is accredited by the authority.

In cases stipulated by the legislation of the Russian Federation, the Company publishes information on the website provided by the authorized news agency «Interfax», or another agency, accredited by the authority.

##### **4.2.2. Disclosure on the official website of the Company.**

The Company publishes the official web site for the information about its activities, the activities of subsidiaries and affiliates, as well as documents, press releases, reports, news, articles, interviews, advertising and other information provided by sections 5 and 6 of this Regulation. The websites has the Russian and English versions. The address of the official website of the Company: [www.mrsk-1.ru](http://www.mrsk-1.ru).

The Company organizes distribution of information messages in Russian and English on the main events of its activities through e-mail to representatives of the investment community and the media at their request.

##### **4.2.3. Publication in the official printed publications.**

The notices of general meetings of shareholders of the Company are published in a periodical, established by the Articles of Association of the Company.

The Company publishes reports, articles, interviews, materials and other information in periodic printed publications, distributed in the territory of the Russian Federation, as well as abroad as the need arises in this publication.

##### **4.2.4. Publication of information in brochures and booklets.**

The Company makes in hard copy annual reports and information materials about the Company (brochures, booklets and other materials). Copies of the annual reports or the listed informational materials and (or ) their copies are provided to the shareholders of the Company upon request, no later than 5 business days from the date of receipt by the Company of an appropriate request and distributed at public events and posted on the official website of the Company. In this case, the Company may establish reimbursement to make copies of annual reports or copies of other

requested information materials.

#### **4.2.5. Telephone conferences, briefings and meetings with shareholders and other stakeholders.**

The Company holds meetings with shareholders (shareholder representatives), potential investors, thematic round tables with analysts and other interested parties, including the road show. The road show is held with the participation of General Director or his authorized representative.

The Company participates in the work of Russian and international conferences, exhibitions and activities of international organizations.

The above events are held by the Company when necessary.

Representatives of the Company participating in events including the disclosure of information about the activities of the Company, as well as the subject of information disclosed is determined by the head of the structural unit of the Company, who was invited to participate in this event, in agreement with divisions of the Company authorized to interact with the media, shareholders, investors and external relations.

Authorized representatives of the Company (from employees of the Company) participating in activities requiring the disclosure of information about the activities of the Company are responsible for the public disclosure of information (speeches, comments, interviews, publications etc.), which have had a negative impact on the reputation of the Company.

#### **4.2.6. Interviews, briefings and press conferences with the managers of the Company, comments and responses to inquiries from the media.**

The Company organizes press conferences, briefings on important events that are taking place or will take place in the Company. The Company through its structural unit responsible for public relations distributes official comments in the media on the activities and development prospects of the Company, responds to inquiries from the media, organizes interviews, briefings and press conferences with the managers of the Company.

#### **4.2.7. Providing information to organizers of trade at the stock market (stock exchange).**

To maintain the securities in quotation lists of Russian exchanges the Company provides information specified in section 5 of this Regulation, a quarterly report on the observance of the norms of corporate conduct, as well as other information and documents in accordance with the Listing Rules (the admission of securities to trading).

#### **4.2.8. Distribution of information to the shareholders of the Company.**

The Company shall distribute to the shareholders by registered mail informational messages about the upcoming meetings of shareholders, voting ballots in the manner and within the time limits established by the law of the Russian Federation, the Articles of Association of the Company and the Company's bylaws. The Articles of Association of the Company may provide for other methods of notification of shareholders to hold shareholders' meetings.

If necessary, the Company also shall forward the information in English for foreign shareholders in the form of press releases and publishes information about



the Company on foreign news sites (Euroland, Nasdaq, Bloomberg, Thomson Reuters, etc.)

#### **4.2.9. Provision of access to documents of the Company.**

The Company provides access to the documents of the Company and issues copies of documents in the cases provided for by the legislation of the Russian Federation.

### **5. Information to be disclosed**

Information on the Company to be disclosed in a mandatory manner according to the legislation of the Russian Federation:

- information disclosed by the Company on the stages of issue of securities procedure;
- prospectus of securities;
- quarterly report;
- statements of material facts;
- annual report of the Company;
- annual accounting (financial) statements of the Company (prepared in accordance with RAS) with an auditor's opinion made for such reporting;
- interim accounting (financial) statements of the Company (prepared in accordance with RAS);
- annual consolidated accounting (consolidated financial) statements of the Company with an auditor's opinion made for such reporting;
- interim consolidated accounting (consolidated financial) statements of the Company;
- information on the contents of the Articles of Association and other internal documents which regulate Company's activities, including alterations and amendments;
- information on affiliated persons of the Company;
- a list of insiders' information;
- costs to produce and sell goods (works, services);
- in the case if the method of return on invested capital is used for the state regulation of tariffs in respect of subjects electricity markets:
  - controllable (operating ) and uncontrollable costs included in the required gross revenue, the rate of return on invested capital, established by the federal executive body for the regulation of natural monopolies (with indication of the act of approval of the rate of return on invested capital), the actual rate of return on invested capital used in carrying out the regulated activity, and the reasoning of the cause for its deviation from the rate of return on invested capital, established by the federal executive body for the regulation of natural monopolies;
  - statement of assets, including the carrying value of the assets at the beginning of the year, the carrying value of assets at the end of the year, as well as information on the disposal of assets during the year;
  - report on commissioning assets during the year, including through re-evaluation, modernization, renovation, construction and purchase of new equipment;

- proposal on prices ( tariffs), long-term regulation parameters (when using the method of return on invested capital or the long-term method of the required gross revenue) to be controlled in accordance with the Fundamental pricing in the area of regulated prices (tariffs) in the power industry, approved by Resolution of the Government of the Russian Federation of 29.12.2011 № 1178;

- other information disclosed according to the legislation of the Russian Federation.

### **6. Information additionally disclosed by the Company.**

Besides the information disclosed by the Company according to section 5 of this Regulation, the Company discloses the following information on the corporate website in addition:

6.1. General information on the Company:

6.1.1. Mission and strategy of the Company.

6.1.2. History of the Company's development.

6.1.3. Goals, objectives and course of the Company's restructuring.

6.1.4. Information on members of the management bodies of the Company.

6.1.5. Information on members of the Audit Commission of the Company and on the total amount of remuneration for the members of the Audit Commission.

6.1.6. Information on members of committees under the Board of Directors of the Company.

6.1.7. Information on the Auditor, including membership information in a self-regulatory organization, criteria and method of selection of the Auditor, amount of Auditor's remuneration for auditing services and services not concerned directly with audit.

6.1.8. Structure of share capital of the Company, including information on the shareholders who hold 5% and more of the voting stocks of the Company. When disclosing aforementioned information the Company aims at disclosing it taking into consideration data about final shareholders who are in nominal holding.

6.1.9. Statistical information on shareholders of the Company, including number of shareholders, ratio and share of non-residents and residents, legal and natural persons in the authorized capital.

6.1.10. Information (as a list) on the companies where the Company holds no less than 5% of the voting stocks.

6.1.11. Human resources structure.

6.1.12. Calendar of key events and news of the Company.

6.1.13. Information on the Company's participation in exhibitions and conferences, in activities of international organizations.

6.1.14. Information on the Registrar of the Company and also about transfer-agents of the Registrar of the Company.

6.1.15. Information on a depository bank that manages depository receipts of the Company.

6.1.16. Contact details of the Company.

6.1.17. Investors' calendar.

6.2. 5.2.3. Information on activities of management and control bodies of the Company<sup>1</sup>:

6.2.1. Minutes General meetings of shareholders of the Company.

6.2.2. Minutes of meetings of the Board of Directors of the Company.

6.2.3. Minutes of meetings of committees under the Board of Directors of the Company.

6.2.4. Minutes of meetings of the Audit Commission of the Company.

6.2.5. Information on nominating process to the Board of Directors of the Company, procedure of convening, procedure of presenting the items for the agenda of Annual and Extraordinary general meetings of shareholders, procedure of presenting the questions to the Board of Directors of the Company.

6.2.6. Information on the internal control system of the Company (sub-division and procedures of internal control).

6.3. Information on assessment of corporate governance:

6.3.1. Reports and opinions of independent experts concerning various aspects of corporate governance of the Company and its S&A<sup>2</sup>.

6.3.2. Information on ratings of corporate governance assigned to the Company and its S&A.

6.4. Financial information:

6.4.1. Accounting policy (information on accounting standards used by the Company).

6.4.2. Information on compliance of accounting standards of the Company to the requirements of the accounting standards adopted in the Russian Federation<sup>3</sup>.

6.4.3. Information on assigned credit ratings by the Company.

6.5. Information on securities of the Company:

6.5.1. Information on nominal value and number of put into circulation ordinary shares and preference shares of all types, and voting stocks.

6.5.2. Information on the rights provided by the shares of each category (type).

6.5.3. Information on declared shares (quantity, category (type)).

6.5.4. Information on shares of the Company in cross shareholding (quantity, share fraction in cross shareholding, information on persons holding these shares, grounds for initiation of cross shareholding).

6.5.5. Investor's tools (dynamics of stock price, investor's calculator and archives of stock quotes).

6.5.6. Dividend policy of the Company.

6.5.7. Dividend history of the Company for the last ten years.

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<sup>1</sup> Except for the information which is referred to the category "commercial secret" according to the legislation of the Russian Federation and internal documents of the Company.

<sup>2</sup> If the Company enters into an agreement with a rating agency providing for submitting reports and opinions to the Company on a regular basis.

<sup>3</sup> The Company discloses the declarative statement of the Company on compliance with the requirements for the reporting standards applied in the Russian Federation and/or opinion of the auditor of the Company.

6.6. Information on financial and economic activities of the Company and its subsidiaries and affiliated companies:

6.6.1. Information on types of activities, on produced (provided) goods (services).

6.6.2. Results achieved by the Company for the year.

6.6.3. Information on investment projects, including information on expected amount of financing of the planned investment projects.

6.6.4. Methods of assets assessment.

6.6.5. Detailed information on the structure of profit and losses.

6.6.6. Performance indicators, including ROE.

6.6.7. Ratio of own and borrowed funds.

6.6.8. Dynamics of growth (drop-down) of income.

6.6.9. Dynamics of expenses.

6.6.10. Dynamics and change of structure of accounts payable and accounts receivable of the Company.

6.6.11. Structure of earnings and profits by business sectors, regions.

6.6.12. Values of electric power transmission by voltage levels, losses of electric power in the grids, and also information on connections of customers to electric power grids.

6.6.13. Installed capacity and characteristics of assets (information on power lines and substations).

6.6.14. Information on tariffs for electric power transmission and payment for connection to distribution grids.

6.6.15. Quarterly forecasting of production results and comments.

6.6.16. Quarterly forecasting of financial results and comments.

6.7. Information on members of management bodies<sup>4</sup>:

6.7.1. Biographic information on members of the Company's management and control bodies.

6.7.2. Information on holding shares of the Company by the members of the Company's management and control bodies and its subsidiaries and affiliated companies, indicating the number and category (type) of the shares.

6.7.3. Information on transactions between the mentioned persons and the Company.

6.7.4. Procedures of taking decision on payment of the remuneration to the members of the Board of Directors and executive bodies of the Company.

6.7.5. Criteria for defining and total amount of remuneration (compensation of expenses) to the persons who belong to the management bodies.

6.7.6. Information on trainings of the members of the Board of Directors at the expense of the Company.

6.8. Information on the market environment:

6.8.1. Review of macroeconomic factors which affect the economy of the

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<sup>4</sup> In accordance with the legislation on personal data.

industry.

6.8.2. Market share of the Company, of each type of the Company's activities.

6.8.3. Major risk factors in the Company's activities.

6.9. Information on material transactions:

6.9.1. Information on material transactions (quarterly review of major material transactions made by the Company and its S&A).

6.9.2. Information on related party transactions made by the Company (quarterly review of such transactions, including information on the parties, subject and price of such transactions)<sup>5</sup>.

6.9.3. Information on major transactions made by the Company with state owned companies and quarterly review of such transactions.

6.9.4. Quarterly review of transactions of the Company and its S&A with the shareholders of the Company who hold no less than 5% of the voting stocks of the Company.

6.9.5. Quarterly review of intracorporate transactions.

6.10. Other information that is material for shareholders, investors and other interested parties.

General Director and the Board of Directors of the Company have the right to determine by their decisions an additional list of information disclosed on the Company's initiative.

6.11. Information disclosed by the Company as a grid organization:

6.11.1. On the prices (tariffs) for goods (works, services) of natural monopolies, which are subject to government regulation (hereinafter - regulated goods (works, services)), including information on fees for the transmission of electric energy and amount of payment for connection to electric grids for the current regulatory period, indicating the source of the official publication of the decision of the regulatory body to set tariffs.

6.11.2. On the main consumer characteristics of regulated goods (works, services) of natural monopolies and their compliance with government and other approved standards of quality, including:

- the balance of power and capacity, including:
- power supply to the grid and electricity supply from the grid of the grid company by voltage levels, used for pricing, to electricity consumers and territorial grid organizations connected to the grids of the grid organization;
- on the volume of electricity transmitted under service contracts for the transmission of electricity to customers of the grid organization by voltage levels used for pricing;
- on losses in the grids of the grid organization in absolute and relative terms by voltage levels used for pricing;
- costs to pay for losses, including:
- costs of the grid organization for the purchase of the loss in its own grids;

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<sup>5</sup> Subject to the restrictions on disclosure of confidential information and information containing trade secrets.

- on the level of regulatory power losses for the current period indicating the source of publication of the decision to establish the level of normative losses;
- a list of measures to reduce the size of the losses in the grids, as well as the timing of their execution and funding sources;
- on the purchase of electricity by grid companies to compensate losses in the grid and its value;
- on the size of the actual loss to be paid by customers when making payments for electricity by voltage levels;
- on the list of service areas of the grid organization with a detailed description by human settlements and urban areas, as defined in accordance with balance participation boundary of electric grid facilities owned by the grid organization, or on any other legal right;
- on the technical state of the grids, including:
  - summary of data on power disturbances per month on the boundaries of the service areas of the organization, caused by accidents or unplanned outages of electric grid facilities, indicating the date of the emergency shutdown of electric grid facilities and their operation restoration, the causes of failures (following the results of investigation as applicable) and measures to address them;
  - on the amount of undelivered electricity as a result of unplanned outages;
  - on the availability of transformer capacity for grid connection with indication of the current amount of available capacity on power supply centres of 35 kV and above, and from July 1, 2012 - for power supply centres below 35 kV as well;
  - switching of electric grid facilities off for repair and maintenance and back on with a timetable (summary).

6.11.3. On presence (absence) of technical access to regulated goods (works, services) of natural monopolies and the registration and progress of applications for connection to electric grids, including the information contained in the summary broken down by the subjects of the Russian Federation on requests for connection to electric grids and concluded contracts for connection to electric grids for the grid company with indication of the number of:

- applications filed and capacity needed to meet them;
- concluded contracts for connection to electric grids containing information on the amount of connected capacity, timing and fee for each contract;
- cancelled applications for grid connection;
- performed connections and the connected load.

6.11.4. The magnitude On the amount of the redundant maximum power determined in accordance with the Rules of non-discriminatory access to services for the transmission of electric energy and provision of these services, approved by Resolution of the Government of the Russian Federation dated 27.12.2004 № 861, broken down by voltage levels.

6.11.5. On the conditions under which the supply of regulated goods (works, services) of natural monopolies is performed, and (or) the terms of contracts for connection to the grid indicating the standard contracts for the provision of services for power transmission, standard contracts for connection to electric grids and the

sources of the official publication of the normative legal act governing the terms of these agreements.

6.11.6. On the order of performance of technological, technical, and other activities related to the connection to electric grids, including a list of activities required for connection to electric grids, and how to perform these activities with specific reference to legal acts.

6.11.7. On investment programs (projects of investment programs) and reports on their implementation, including:

- reports on the implementation of annual capital investment plans and major overhaul plans (investment programs) with the results achieved in terms of transmission capacity expansion, reduction of grid losses and increase of reserve for customer connections separately for each power supply centre of 35 kV and above in the form approved by an authorized federal executive body by the Government of the Russian Federation;

- capital investment plans and major overhaul plans (investment programs), on the reconstruction and development of electrical grids, agreed in accordance with the procedure established by the Government of the Russian Federation, with the indication of the characteristics of grid equipment, the date of the expansion capacity, reduction of losses in grids and increasing the reserve for customer connections for each power supply centre of 35 kV and above in the form approved by an authorized federal executive body by the Government of the Russian Federation (for capital construction projects (main constructions) start and end dates of construction, the valuation of investments as a whole for the project and for the calendar year in question, as well as the main design features are specified. For long-term financial investments the valuation of investments in the project and in the reporting calendar year is also indicated).

6.11.8. On the methods of acquisition, the cost and volume of goods required for the provision of electricity transmission services, including:

- about corporate procurement rules (including the use of tenders, auctions);
- on procurement of goods required for the production of regulated services (including the use of tenders, auctions) indicating the names of the goods and the anticipated volume of purchases.

## **7. Terms of disclosure of additional information by the Company.**

7.1. The Company discloses additional information on itself and its activities mentioned in section 6 of this Regulation within the following deadlines:

- information mentioned in paragraph 6.1.12 and 6.5.5 of this Regulation is disclosed by the Company and updated on the corporate website daily;
- information mentioned in paragraphs 6.1.8-6.1.9, 6.5.4, 6.6.3, 6.6.5-6.6.13, 6.6.15, 6.6.16, 6.7.1-6.7.3, 6.7.5, 6.8.1-6.8.3, 6.9.1-6.9.3 of this Regulation, excluding the information on transactions, paragraphs 6.9.1-6.9.3 of this Regulation, is disclosed by the Company on the corporate website quarterly;
- information mentioned in paragraph 6.6.2 of this Regulation is disclosed by the Company on the corporate website within 90 days since the end of fiscal year;
- other information provided by paragraphs 6.1–6.10 of this Regulation is

disclosed by the Company on the corporate website within 3 working days from the change of the corresponding information (documents) or a certain event takes place.

7.2. The Company discloses the information listed in paragraph 6.11 of this Regulation in accordance with the terms of disclosure established by Resolution of the Government of the Russian Federation dated 21.01.2004 № 24.

## **8. Information Disclosure by Officials of the Company**

8.1. Gathering, preparation and disclosure of information on the Company's activities is performed by the officials who fulfill the functions of information disclosure according to the local normative documents of the Company.

8.2. Chairperson of the Board of Directors or an authorized member of the Board of Directors has the right to officially comment decisions taken by Board of Directors, as well as to set out the Board of Directors' point of view (within telephone conferences, interviews, etc.) on the issues discussed on the meetings of the Board of Directors of the Company.

8.3. Members of the Board of Directors have the right to publicly set out their point of view on the issues discussed at meetings of the Board of Directors, and on decisions taken by the Board of Directors. They are obliged to mention alongside with it that it is their personal opinion. Members of the Board of Directors, providing information about the Company, as insiders of the Company, have to be guided by principles of rationality and responsibility, and taking into account the limitations for disclosure of information which contains trade, state or other secret protected by law.

8.4. 4.4. Chairpersons of committees under the Board of Directors, members of committees and authorized representatives of the Company have the right to comment and bring to the notice of interested parties information on decisions taken at committees' meetings, being guided at this, as insiders of the Company, by principles of rationality and responsibility, and taking into account the limitations for disclosure of information which contains trade, state or other secret protected by law.

8.5. General Director of the Company and Chairperson of the Board of Directors, authorized press-officer of the Company and other officials of the Company (within the authorities defined by General Director) have the exclusive right to announce to the public official statements on behalf of the Company on the issues connected with the Company's activities.

## **9. Interaction with shareholders and investors of the Company**

9.1. The Company provides access to the information which the Company is to keep and grant to shareholders, creditors, potential investors and other interested parties according to the legislation and (or) normative-legal acts of the Russian Federation.

9.2. The Company provides information to shareholders when preparing and holding a general meeting of shareholders in the order and within deadlines



determined by the legislation of the Russian Federation.

9.3. The Company provides documents for inspection upon presentation of a corresponding request, drawn up in a free form in writing addressed to General Director of the Company or to Chairperson of the Board of Directors of the Company.

9.4. The Company provides to shareholders requested documents and (or) their copies related to information to be provided to shareholders according to the legislation, no later than within 5 days from presentation of a corresponding request.

9.5. Information on the Company and its activities may be provided to interested parties who are not the Company's shareholders and to mass media representatives according to their written requests if such information is not insider, not related to information which contains trade, state or other secret protected by law. A decision to provide such information is taken by General Director or another authorized person who performs functions of disclosing information to parties according to paragraph 8.1. of this Regulation in compliance with intracorporate distribution of powers.

9.6. The Company shall maintain records of requests for information. Shelf-life responses to requests for information are kept for 5 years from the date of provision of an answer to the person applied.

## **10. Final provisions**

10.1. The Regulation is approved, changed and amended by a decision of the Board of Directors of the Company in the order provide for by the Articles of Association and the Regulations on the procedure for convening and holding meetings of the Board of Directors of the Company.

10.2. If changes of legislative or other normative acts of the Russian Federation result in controversy with single articles of this Regulation such articles become invalid, and until the changes are made to the Regulation the Company is guided by requirements of legislative and normative acts of the Russian Federation.