

APPROVED BY
Resolution of the «Rosseti Lenenergo», PJSC
Annual General Shareholders' Meeting dated

(Minutes No. _____ dated _____)

REGULATIONS
on the General Shareholders' Meeting of Public Joint stock
company «Rosseti Lenenergo»

(new version)

St. Petersburg
2021

1. General Provisions

1.1. These Regulations have been developed in accordance with the Civil Code of the Russian Federation, Federal Law No. 208-FZ On Joint Stock Companies dated December 26, 1995 (hereinafter referred to as the Federal Law On Joint Stock Companies), other regulatory legal acts of the Russian Federation and the Articles of Association of Public Joint stock company «Rosseti Lenenergo» (hereinafter referred to as the Company) and determines the procedure for preparing and holding the General Shareholders' Meeting of the Company (hereinafter referred to as the General Shareholders' Meeting).

1.2. The General Shareholders' Meeting is the supreme governing body of the Company.

1.3. In its activities, the General Shareholders' Meeting shall be guided by the Russian legislation, the Company's Articles of Association and these Regulations.

2. Convocation of and Preparation for the General Shareholders' Meeting

2.1. The Company's Board of Directors shall resolve to convene the General Shareholders' Meeting.

2.2. In preparation for the General Shareholders' Meeting, the Board of Directors shall resolve on:

- a) convening and determining the form of holding the General Shareholders' Meeting;
- b) determining the date, venue and time of the General Shareholders' Meeting, the start time of registration of persons participating in the General Shareholders' Meeting (if the General Shareholders' Meeting is held in the form of attendance), or determining the deadline for receiving completed voting ballots and the postal address to which the completed voting ballots are to be sent (if the General Shareholders' Meeting is held in the form of absentee voting), as well as (if this is provided for by the Company's Articles of Association and if this is technically possible) the e-mail address to which the completed ballots may be sent, and/or the Internet website address where the electronic form of the ballots may be filled in. The list of addresses to which the completed ballots may be sent shall include the location address of the Company's registrar;
- c) approving the General Shareholders' Meeting agenda;
- d) setting the date of determining (recording) the persons entitled to participate in the General Shareholders' Meeting;
- e) setting the deadline for accepting shareholders' proposals on the nomination of candidates for the election to the Company's Board of Directors, if the extraordinary General Shareholders' Meeting agenda includes the item of electing members of the Company's Boards of Directors;
- f) determining the type(s) of preferred shares the owners of which may vote on General Shareholders' Meeting agenda items;
- g) determining the list of information (materials) provided to shareholders in preparation for the General Shareholders' Meeting, and the procedure for the communication thereof;
- h) approving the form and text of General Shareholders' Meeting voting ballots, as well as the wording of resolutions on the General Shareholders' Meeting agenda items, which shall be sent in electronic form (in the form of electronic documents) to nominee shareholders listed on the Company's register of shareholders;
- i) determining the dates of sending voting ballots to persons entitled to participate in the General Shareholders' Meeting (if the General Shareholders' Meeting is held in the form of absentee voting, as well as if the General Shareholders' Meeting is held in the form of attendance, if in accordance with Federal Law On Joint Stock Companies or the Company's Articles of Association, voting ballots are to be sent (delivered) to persons entitled to participate in the General Shareholders' Meeting prior to the General Shareholders' Meeting);
- j) determining the procedure for notifying the Company's shareholders about the General Shareholders' Meeting, including the approval of the notice form and text;
- k) electing the Secretary of the General Shareholders' Meeting;
- l) approving the cost estimate for the General Shareholders' Meeting preparation and holding.

2.3. The sole executive body of the Company shall arrange for the implementation of resolutions of the Company's Board of Directors related to the preparation and holding of the General Shareholders' Meeting, inter alia:

- ensure timely submission of a request to the Company's Registrar to compile a list of persons entitled to participate in the General Shareholders' Meeting as of the date determined by the Company's Board of Directors;
- provide for the production of ballots in accordance with the form and text approved by the Company's Board of Directors;
- ensure the sending of voting ballots to shareholders and the acceptance of completed voting ballots, as well as, if the Company's Board of Directors resolves on the possibility of sending completed voting ballots to the e-mail address and/or filling out the electronic form of ballots on the Internet website specified by the Board of Directors, the operation of the specified electronic means of receiving completed voting ballots;
- provide notice to shareholders on holding the General Shareholders' Meeting in accordance with the procedure and terms determined by the resolution of the Board of Directors and the Company's Articles of Association;
- provide for the preparation of the necessary materials (information) on the General Shareholders' Meeting agenda items and the opportunity to get familiarized with the specified information (materials) in accordance with the resolutions of the Board of Directors;
- ensure that the Company provides a list of persons entitled to participate in the General Shareholders' Meeting for review at the request of persons included in this list and holding at least one percent of the votes, in accordance with the requirements of the applicable Russian legislation, from the date of the receipt thereof by the Company;
- perform other actions for the implementation of resolutions of the Company's Board of Directors.

3. Extraordinary General Shareholders' Meeting Convocation Specifics

3.1. An extraordinary General Shareholders' Meeting shall be held by decision of the Company's Board of Directors on its own initiative, the request of the Company's Internal Audit Board, Company's Auditor or shareholders (shareholder) holding at least ten (10) percent of the Company's voting shares as of the date of the request.

3.2. Within five (5) days from the date of the presentation of the request by the Company's Internal Audit Board, Company's Auditor or shareholders (shareholder) who hold (holds) at least ten (10) percent of the voting shares of the Company to convene an extraordinary General Shareholders' Meeting of the Company, the Company's Board of Directors shall make a decision to convene an extraordinary General Shareholders' Meeting of the Company or a refusal to convene it.

3.3. The resolution of the Company's Board of Directors to convene or a reasoned refusal to convene an extraordinary General Shareholders' Meeting of the Company shall be sent to the persons requesting its convocation no later than three (3) days from the date of such resolution.

4. Information Support for the General Shareholders' Meeting

The notice of the General Shareholders' Meeting shall be posted on the Company's Internet website at <https://rosseti-lenenergo.ru/>

4.1. no later than thirty (30) days prior to the date of its holding, and in the cases provided for in Clauses 2 and 8 of Article 53 of the Federal Law On Joint Stock Companies, then no later than fifty (50) days prior to the date of the General Shareholders' Meeting.

The notice on holding the General Shareholders' Meeting by the decision of the Board of Directors may additionally be sent to persons entitled to participate in the General Shareholders'

Meeting and listed on the Company's register of shareholders in one or a number of the following ways:

1) by sending an electronic communication with the text of the notice on the General Shareholders' Meeting to the e-mail address of the relevant person specified in the Company's register of shareholders;

2) by sending a text communication containing the procedure for reviewing the notice on the General Shareholders' Meeting to the contact phone number or e-mail address specified in the Company's register of shareholders.

Information (materials) on the General Shareholders' Meeting agenda shall be available to persons entitled to participate in the General Shareholders' Meeting within twenty (20) days, and in the case of a General Shareholders' Meeting with the agenda containing the item of reorganization of the Company, within thirty (30) days prior to the General Shareholders' Meeting, at the premises of the executive body of the Company and other locations the addresses of which are specified in the notice on the General Shareholders' Meeting, and also on the Company's Internet website at <https://rosseti-lenenergo.ru>. At the same time, the Company shall strive to ensure the availability of materials for the General Shareholders' Meeting at least 30 days prior to the date of its holding.

The specified information (materials) shall be available to persons participating in the General Shareholders' Meeting during its holding.

These communications and information (materials) are also recommended to be published in English.

4.1.1. The information (materials) to be submitted to persons entitled to participate in the General Shareholders' Meeting of the Company include the following documents:

- the Company's Annual Report and the opinion of the Company's Internal Audit Board on the results of the audit thereof;

- the Annual Accounting (Financial) Statements, including the auditor's report, the report of the Internal Audit Board on the results of the audit of such Statements;

- net profit proposed distribution justification;

- report on the Internal Audit carried out in the Company in accordance with Article 87.1 of the Federal Law On Joint Stock Companies;

- justification and explanatory notes on the proposed draft resolutions;

- information about the candidate(s) to the Company's Board of Directors (if the same are submitted) or data on the candidates' failure to submit the specified information about the candidates to the Company's Internal Audit Board, information about the shareholders who proposed the specified candidates, as well as information on the presence or absence of the written consent of the nominated candidates for election to the relevant body of the Company;

- information about the managing organization or manager, in case of consideration of the transfer of powers of the Company's sole executive body to the managing organization or manager (including information about their relationship with the persons controlling the Company);

- information about the candidates for the Company's auditors that is sufficient to demonstrate their professional qualities and independence, including the name of the self-regulatory organization of auditors of which the candidate for the Company's auditors is a member, a description of the procedures used in the selection of external auditors that ensure their independence and objectivity, as well as information on the proposed remuneration of external auditors for audit and non-audit services (including information on compensatory payments and other expenses associated with the engagement of the auditor) and other material terms of contracts entered into with the Company's auditors;

- draft amendments and addenda to the Company's Articles of Association (or a draft Company's Articles of Association in a new version) if the same are introduced or approved, as well as comparative tables of amendments made with the justification thereof;

- draft internal documents of the Company regulating the activities of the governance and control bodies of the Company in the new version (amendments and addenda to the bylaws) if

the same are introduced, as well as comparative tables of the amendments made with the justification thereof;

- draft resolutions of the General Shareholders' Meeting;
- information on shareholder agreements entered into during the year prior to the date of the General Shareholders' Meeting;
- opinion of the Company's Board of Directors on a major transaction;
- report on related-party transactions entered into by the Company in the reporting year, opinion of the Company's Internal Audit Board on the reliability of the data contained therein;
- Company's Board of Directors' recommendations on the profit distribution, including by amount of a dividend on Company's shares and procedure for the payment thereof, as well as losses of the Company as at year end;
- information about travel to the venue of the General Shareholders' Meeting;
- a template of a power of attorney form that a shareholder may issue to its representative and the procedure for the endorsement thereof;
- information (materials) provided for by the Russian legislation and the Company's Articles of Association.

The list of information (materials) to be provided to persons entitled to participate in the General Shareholders' Meeting shall be determined taking into account the General Shareholders' Meeting agenda items.

4.2. The General Shareholders' Meeting minutes shall be posted on the Company's Internet website no later than three (3) days following the date of drawing up thereof.

The General Shareholders' Meeting minutes are also recommended to be published in English.

4.3. When nominating candidates to the Company's Board of Directors, the Company's shareholders shall provide the following information about the nominated candidates:

- 4.3.1. Full name;
- 4.3.2. Data of the identity document (series and/or number of the document, date and place of issue, issuing authority);
- 4.3.3. Nationality;
- 4.3.4. Place of residence (country, city);
- 4.3.5. Age and education;
- 4.3.6. Occupation;
- 4.3.7. Principal place of work;
- 4.3.8. Positions held by the candidate as at the time of nomination as well as information about the positions held for the five years preceding the date of nomination;
- 4.3.9. Information on the ownership of the Company's shares and its SDCs (number of shares held);
- 4.3.10. Whether the nominated candidate is a member of (candidate for election to) the board of directors, a member of (candidate for election to) the collegiate executive body or other collegiate governing body of any other legal entity;
- 4.3.11. Whether the nominated candidate is an official of any other economic entity, any other official of which is also nominated as a candidate for the Board of Directors of the Company.
- 4.3.12. Whether the nominated candidate is a spouse, parent, son, daughter or a sibling of any officials (manager) of the Company (officials of the Company's management organization);
- 4.3.13. Whether the nominated candidate is a party to obligations with respect to the Company under the terms of which the candidate may acquire property (receive monetary funds) the value of which is ten percent or more of the candidate's total annual income, except for receiving remuneration for participation in the activities of the Company's Board of Directors;
- 4.3.14. Whether the nominated candidate is (will be as a result of his/her election to the Company's Board of Directors) a representative of the state, that is, a person who is (will be as a result of his/her election to the Company's Board of Directors) a representative of the Russian Federation or of constituent entities of the Russian Federation in the board of directors of joint-stock companies in respect of which a decision has been made to use a special right ("golden

share”), and a person who is required (will be required as a result of his/her election to the Company’s Board of Directors) to vote on the basis of written directives (instructions, etc.) of a constituent entity of the Russian Federation or a municipal entity;

4.4. The provision of the information specified in Clauses 4.3.3 through 4.3.14 hereof by the Company’s shareholders is of recommendatory nature. The failure of the Company’s shareholders to provide such information may not serve as a basis for refusing to include the relevant candidate in the list of persons to vote on for the election to the Company’s Board of Directors.

4.5. The information specified in Clauses 4.3 hereof on the candidates for the Company’s Board of Directors shall be available to all Company’s shareholders along with other information materials on the General Shareholders’ Meeting agenda items.

4.6. In the period prior to the General Shareholders’ Meeting, the Company’s executive bodies shall implement the Company’s information policy in such a way that it is aimed at electing candidates to the Company’s Board of Directors who meet the requirements of regulatory authorities and securities market operator of the Russian Federation.

4.7. In preparation for the General Shareholders’ Meeting in the form of joint attendance, the Company shall ensure that invitations are sent to members of the Company’s executive bodies, members and candidates for members of the Board of Directors, members and candidates for the Company’s Internal Audit Board, and the Company’s Auditor to participate in the General Shareholders’ Meeting.

4.8. Shareholders may request, through the Corporate Secretary, additional clarifications from the Company’s officials regarding the General Shareholders’ Meeting agenda items. Questions shall be made in writing and sent to the Company by e-mail: SD@lenenergo.ru.

5. Holding of the General Shareholders’ Meeting in the Form of Attendance

Holding of the General Shareholders’ Meeting of the Company in the form of attendance implies the direct participation of the Company’s shareholders in the General Shareholders’ Meeting to discuss the agenda items and adopt resolutions on the items put to the vote.

When holding a General Shareholders’ Meeting in the form of attendance (joint attendance of shareholders to discuss agenda items and adopt resolutions on the items put to the vote), information and communication technologies may be used to enable remote participation in the General Shareholders’ Meeting, discussion of agenda items and adoption of resolutions on the items put to the vote, without the actual presence at the venue of the General Shareholders’ Meeting.

5.1. Registration of Persons Entitled to Participate in the General Shareholders’ Meeting.

5.1.1. The persons entitled to participate in the General Shareholders’ Meeting shall be registered by the person performing the functions of the Counting Panel (hereinafter referred to as the Counting Panel) at the venue of the General Shareholders’ Meeting specified in the notice on the meeting. If this is provided for in the notice on the meeting, shareholders may also register to participate in the meeting on the Internet website specified in the notice.

Registration of persons entitled to participate in the General Shareholders’ Meeting shall commence at the time specified in the notice on the meeting.

5.1.2. Persons (their representatives) entitled to participate in the General Shareholders’ Meeting shall register in order to participate in the General Shareholders’ Meeting held in the form of attendance.

If voting on the agenda items of the General Shareholders’ Meeting held in the form of attendance may be carried out by sending the completed voting ballots to the Company and/or by filling out the electronic form of ballots on the Internet website at the address specified in the notice on the General Shareholders’ Meeting (if such an opportunity is provided for by a resolution

of the Board of Directors), the persons whose ballots have been received or whose electronic form of ballots has been filled out will be registered for participation in the General Shareholders' Meeting no later than two days prior to the date of the General Shareholders' Meeting.

Shareholders that, in accordance with the rules of the Russian securities legislation, have given instructions on voting to the persons keeping records of their rights to shares, if the notification of their will is received no later than two days prior to the date of the General Shareholders' Meeting, shall also be deemed to have taken part in the General Shareholders' Meeting.

5.1.3. When registering, a shareholder (shareholder's representative, legal successor) having arrived at the General Shareholders' Meeting shall present a passport or other identity document.

When registering to participate in the General Shareholders' Meeting, the shareholders' representatives, in addition to their identity documents, shall submit to the Counting Panel a power of attorney for voting issued in accordance with the requirements of the Civil Code of the Russian Federation and the Federal Law On Joint Stock Companies or a notarized copy thereof.

If a sole executive body being an individual is registered to participate in the General Shareholders' Meeting as a representative of a legal entity shareholder, in addition to the documents certifying the identity of the shareholder's sole executive body, the Counting Panel shall be provided with a copy of the authorized body's meeting minutes (excerpt from the minutes) containing the resolution on the appointment of the sole executive body endorsed by the legal entity shareholder.

At registration for the participation in the General Shareholders' Meeting, in addition to the identity documents, legal successors of shareholders shall provide the Counting Panel with notarized copies of the documents confirming the legal succession.

If these documents are not submitted, the legal successor as well as the shareholder's representative shall not be entitled to participate in the General Shareholders' Meeting.

5.1.4. The persons entitled to participate in the General Shareholders' Meeting shall be registered provided that the persons who arrived to participate in the General Shareholders' Meeting are identified by comparing the data contained in the list of persons entitled to participate in the General Shareholders' Meeting with the data of the documents presented by the said persons.

5.1.5. Upon registration, a person participating in the General Shareholders' Meeting shall be provided with ballots for voting on the agenda items.

If voting at the General Shareholders' Meeting may be carried out by sending completed voting ballots to the Company, at the request of the persons included in the list of persons entitled to participate in such a General Shareholders' Meeting, they shall be provided with voting ballots with a note on the re-issuance thereof.

5.1.6. The registration of persons entitled to participate in the General Shareholders' Meeting shall end when the Chairman of the General Shareholders' Meeting announces the completion of the discussion of the last General Shareholders' Meeting agenda item for which there is a quorum.

5.2. Opening of the General Shareholders' Meeting.

5.2.1. The representative of the Counting Panel shall, at the time that, in accordance with the notice on the General Meeting, is the time of the General Shareholders' Meeting commencement, announce the presence of a quorum on the General Shareholders' Meeting agenda items.

5.2.2. The General Shareholders' Meeting shall be duly constituted (quorate) if attended by the shareholders having in total more than half of the votes of the Company's outstanding voting shares.

If the General Shareholders' Meeting agenda includes items that are voted on by a different composition of voters, the quorum for resolving on these items shall be determined separately.

At the same time, the absence of a quorum for resolving on the items that are voted on by one composition of voters does not prevent resolution on the items that are voted on by another composition of voters for which a quorum is present.

The General Shareholders' Meeting, when resolving to agree to or subsequently approve a related-party transaction, shall be deemed duly constituted regardless of the number of shareholders holding Company's voting shares, not being related parties with respect to the relevant transaction and taking part in such meeting.

5.2.3. If there is a quorum on at least one of the items included in the General Shareholders' Meeting agenda, the Chairman of the General Shareholders' Meeting shall announce the opening of the meeting.

5.2.4. The General Meeting which is quorate only for certain items on the agenda at the time of its opening may not be closed if by the time of the registration closing the persons whose registration provides a quorum enabling the adoption of resolutions on other General Meeting agenda items have been registered.

5.2.5. If by the time of the General Shareholders' Meeting commencement there is no quorum on any item on the agenda of the General Shareholders' Meeting of the Company, the Chairman of the General Shareholders' Meeting shall announce the postponement of the General Shareholders' Meeting opening for two (2) hours.

The General Shareholders' Meeting of the Company may not be postponed more than once.

If two (2) hours after the announcement of the General Shareholders' Meeting postponement the persons providing a quorum for at least one of the items on the agenda of the General Shareholders' Meeting have not registered, the Chairman of the General Shareholders' Meeting shall announce that the General Shareholders' Meeting has failed to take place.

If two (2) hours after the announcement of the General Shareholders' Meeting postponement the persons providing a quorum for at least one of the items on the agenda of the General Shareholders' Meeting have registered, the Chairman of the General Shareholders' Meeting shall announce the General Shareholders' Meeting opening.

5.2.6. If there is no quorum for holding the Annual General Shareholders' Meeting, an adjourned General Shareholders' Meeting with the same agenda shall be held.

If there is no quorum for holding an extraordinary General Shareholders' Meeting, an adjourned General Shareholders' Meeting with the same agenda may be held.

5.3. Discussion of General Shareholders' Meeting Agenda Items.

5.3.1. Persons reporting at the General Shareholders' Meeting shall observe the following rules of procedure for reporting at the General Shareholders' Meeting:

report on agenda items – up to 30 minutes,

co-report - up to 20 minutes,

debates - 5 minutes,

questions and explanations – 2 minutes each.

The Chairman of the General Shareholders' Meeting may increase the report time specified in this clause.

5.3.2. A shareholder wishing to participate in the debate on the General Shareholders' Meeting agenda items shall send a written request to the Secretary of the General Shareholders' Meeting.

The request shall contain the full name (corporate name) of the shareholder (its representative), the agenda item on which the shareholder wishes to speak, the postal address or e-mail address for sending a response, and shall also be signed by the shareholder.

The question shall be sent in writing to the Secretary of the General Shareholders' Meeting; in addition to the wording of the question to be asked, the shareholder (shareholder's representative) shall also indicate the full name (name of the legal entity shareholder), postal address or e-mail address for the response, and the question shall be signed by the shareholder.

5.3.3. The Secretary of the General Shareholders' Meeting shall transmit the statements and questions received from the shareholders to the Chairman of the General Shareholders' Meeting.

If by the time of the General Shareholders' Meeting opening there was a quorum only on certain agenda items, at the end of the discussion of the last of these items, a representative of the

Counting Panel or other person performing the functions of the Counting Panel shall announce the presence or absence of a quorum on other agenda items.

5.3.4. If the discussion of all General Shareholders' Meeting agenda items for which there is a quorum is over, the Chairman of the General Shareholders' Meeting shall announce the end of discussion of the agenda items and the closing of the registration of persons participating in the General Shareholders' Meeting.

5.3.5. Before the discussion of the agenda item providing for the election of members of the Company's Board of Directors, the representative of the person performing the functions of the Counting Panel shall announce the number of cumulative votes cast for each of the candidates included in the voting list, based on the ballots received or the electronic form of which is filled out on the Internet website, no later than two days prior to the date of the General Meeting.

5.4. Voting at the General Shareholders' Meeting.

5.4.1. Voting at the General Shareholders' Meeting in the form of joint attendance shall be carried out in accordance with the procedure stipulated by the Federal Law On Joint Stock Companies, other regulatory legal acts, the Company's Articles of Association and these Regulations.

5.4.2. Voting on the General Shareholders' Meeting agenda items shall be carried out by voting ballots.

Voting by ballots shall be equivalent to the receipt by the Company's registrar of communications with the will of persons who are entitled to participate in the General Shareholders' Meeting, are not listed on the Company's register of shareholders and, in accordance with the requirements of the Russian securities legislation, have given instructions on voting to persons keeping records of their rights to shares.

5.4.3. Persons registered to participate in the General Shareholders' Meeting held in the form of attendance may vote on all agenda items from the moment of the General Meeting opening until the commencement of the vote count.

5.4.4. After the end of the discussion of the last General Shareholders' Meeting agenda item (the last item on which there is a quorum), the persons who have not voted up until that moment shall be given thirty (30) minutes to vote.

The person who filled out the voting ballot may, before the closing of the General Shareholders' Meeting, request that a copy of the ballot completed by that person be produced and endorsed by the Company's Counting Panel (representatives of the registrar performing the functions of the counting panel) by submitting a corresponding written request. If a copy of the completed ballot paper may technically be produced and endorsed during the General Shareholders' Meeting, the copy of the completed ballot paper endorsed by the Counting Panel shall be provided to the person before the General Shareholders' Meeting closing, or, otherwise, within a reasonable time after the General Shareholders' Meeting closing. Copies of the completed ballots shall be produced at the expense of the Company.

5.4.5. Upon the expiration of the specified time, the Chairman shall announce the vote count commencement.

5.5. Summarizing and Announcing the Results of Voting on General Shareholders' Meeting Agenda Items Closing of the General Shareholders' Meeting.

5.5.1. The Counting Panel shall count the votes and summarize the voting results on the General Shareholders' Meeting agenda items in accordance with the requirements of the applicable legislation.

5.5.2. Resolutions adopted by the General Shareholders' Meeting and the voting results may be announced at the General Shareholders' Meeting during which the voting was held, and shall also be communicated to the persons included in the list of persons entitled to participate in the General Shareholders' Meeting in the form of a Voting Results Report in the manner provided for by the Company's Articles of Association for notification on the General

Shareholders' Meeting, no later than four business days after the closing date of the General Shareholders' Meeting.

If as at the date of determination (recording) of the persons entitled to participate in the General Shareholders' Meeting the person registered in the Company's register of shareholders was a nominee shareholder, the information contained in the Voting Results Report shall be provided to the nominee shareholder in accordance with the rules of the Russian securities legislation for providing information and materials to persons exercising rights with respect to securities.

5.5.3. After the announcement of the results of voting on the General Shareholders' Meeting agenda items, if announced at the General Shareholders' Meeting, the Chairman shall announce the General Shareholders' Meeting closing.

6. Holding of the General Meeting in the Form of Absentee Voting

6.1. Voting on the General Shareholders' Meeting agenda items held in the form of absentee voting shall be carried out using the voting ballots.

Voting by ballots shall be equivalent to the receipt by the Company's registrar of communications with the will of persons who are entitled to participate in the General Shareholders' Meeting, are not listed on the Company's register of shareholders and, in accordance with the requirements of the Russian securities legislation, have given instructions on voting to persons keeping records of their rights to shares.

6.2. The shareholders whose ballots were received and/or whose electronic form of ballots was filled out on the Internet website specified in the notice of the General Shareholders' Meeting (if such an opportunity was provided for by the resolution of the Company's Board of Directors) before the deadline for the ballots acceptance by the Company specified therein, as well as the shareholders having, in accordance with the rules of the Russian securities legislation, given instructions on voting to persons keeping records of their rights to shares, shall be deemed to have taken part in the General Shareholders' Meeting held in the form of absentee voting if communications expressing their will were received before the deadline for the acceptance of ballots.

If the deadline for receiving completed voting ballots falls on a non-business day, the deadline for receiving completed voting ballots shall be the following business day.

The deadline for accepting voting ballots shall expire on the day when the voting ballots stop being accepted, at the hour when the Company's working day ends in accordance with the established rules.

6.3. The completed voting ballots may be sent to the Company by registered mail, delivered under signature to the person performing the functions of the Company's sole executive body, to the person authorized to receive correspondence addressed to the Company, sent to the Company's Registrar or to the e-mail address determined by the resolution of the Company's Board of Directors in preparation for the General Shareholders' Meeting. If the Company's Board of Directors adopts the relevant resolution, the electronic form of voting ballots may also be filled out on the Internet website determined by the relevant resolution of the Company's Board of Directors and indicated in the notice on the General Shareholders' Meeting of the Company.

6.4. The person performing the functions of the Company's sole executive body shall arrange for the collection, safekeeping and transfer of the completed voting ballots to the Counting Panel.

6.5. When filling out the ballot, an individual shareholder shall indicate his/her surname and initials; the legal entity shareholder shall indicate the full corporate name of the legal entity.

6.6. When filling out the ballot, the representative of the individual shareholder shall indicate his/her surname and initials, as well as the details of the power of attorney (other document confirming his/her authority); the representative of the legal entity shareholder shall indicate his/her surname and initials, as well as the position or details of the power of attorney (other document confirming his/her authority).

6.7. The shareholder's representative shall attach a power of attorney (a notarized copy thereof) or other document on the basis of which he/she acts to the voting ballot.

6.8. The General Shareholders' Meeting held in the form of absentee voting shall be duly constituted (quorate) if, no later than the deadline for accepting voting ballots, the Company has received ballots from shareholders collectively holding more than half of the votes of the Company's outstanding voting shares.

6.9. Resolutions adopted by the General Shareholders' Meeting and the voting results shall be communicated to the persons included in the list of persons entitled to participate in the General Shareholders' Meeting in the form of a Voting Results Report in the manner provided for notification of the General Shareholders' Meeting, no later than four business days after the deadline for ballot acceptance.

If as at the date of determination (recording) of the persons entitled to participate in the General Shareholders' Meeting the person registered in the Company's register of shareholders was a nominee shareholder, the information contained in the Voting Results Report shall be provided to the nominee shareholder in accordance with the rules of the Russian securities legislation for providing information and materials to persons exercising rights with respect to securities.

7. Working Bodies of the General Shareholders' Meeting of the Company

7.1. Working bodies of the General Shareholders' Meeting of the Company are as follows:

- a) Chairman of the General Shareholders' Meeting;
- b) Counting Panel;
- c) Secretary of the General Shareholders' Meeting.

7.2. The Chairman of the Board of Directors shall act as the Chairman at the General Shareholders' Meeting.

In the absence of the Chairman of the Board of Directors at the General Shareholders' Meeting, the functions of the Chairman of the General Shareholders' Meeting shall be performed by the Deputy Chairman of the Board of Directors.

In the absence of the Chairman of the Board of Directors and his/her Deputy, any member of the Board of Directors may preside at the General Shareholders' Meeting by resolution of the members of the Board of Directors present at the General Shareholders' Meeting.

7.3. The Chairman of the General Shareholders' Meeting shall open and close the meeting, announce the agenda of the General Meeting and the order of presentations and reports on agenda items, the end of the discussion of agenda items and the commencement of vote counting, ensure compliance with the procedure for holding the meeting set forth herein, and sign the General Shareholders' Meeting minutes.

7.4. The functions of the Company's Counting Panel at the General Meeting shall be performed by a professional securities market operator having a license to carry out register-keeping activities, being the holder of the Company's register of shareholders (the Company's Registrar).

7.5. The Counting Panel shall perform the following functions:

- a) verify the powers of and register persons participating in the General Shareholders' Meeting (shareholders and their representatives);
- b) determine the quorum of the General Shareholders' Meeting;
- c) explain the issues arising in connection with the exercise by Company's shareholders (their representatives) of the right to vote at the General Shareholders' Meeting;
- d) explain the procedure for voting on matters put to vote;
- e) ensure that the established voting procedure is observed and the rights of the Company's shareholders to participate in the voting are exercised;
- f) count the votes and summarize voting results;
- g) draw up the minutes based on voting results;
- h) communicate voting results to the Company's shareholders;

i) transfer voting ballots to the archive;
j) perform other functions pursuant to the Russian legislation, the Company's Articles of Association and the contract entered into by the Company with the Registrar.

7.6. The Company's Corporate Secretary shall perform the functions of the Secretary of the General Shareholders' Meeting, unless otherwise resolved by the Company's Board of Directors.

If the Company's Corporate Secretary is unable to perform the functions of the Secretary of the General Shareholders' Meeting, the Secretary of the General Shareholders' Meeting shall be elected by the Board of Directors when resolving issues pertaining to the preparation for the General Shareholders' Meeting.

7.7. The Secretary of the General Shareholders' Meeting shall perform the following functions:

a) receive requests from persons participating in the General Shareholders' Meeting for the right to speak in the debate on the meeting agenda items, as well as receive questions;

b) transmit the requests and questions received from the shareholders to the Chairman of the General Shareholders' Meeting;

c) record the progress of the General Shareholders' Meeting (key points of presentations and reports);

d) perform other functions provided for by these Regulations and Company's Articles of Association.

8. Financing the Holding of the General Shareholders' Meeting of the Company

8.1. Expenses pertaining to the preparation and holding of the General Shareholders' Meeting shall be covered by the Company, in accordance with the cost estimates approved by the Board of Directors, and included in the Company's budget.

8.2. The General Director shall submit a report to the Board of Directors on the expenditure of funds for the preparation and holding of the General Shareholders' Meeting no later than two months after the General Shareholders' Meeting.

8.3. In the event that an extraordinary General Shareholders' Meeting is held by persons requesting its convocation, the costs of its preparation and holding shall be paid by these persons.

By resolution of the General Shareholders' Meeting, the documented expenses of the above persons for the preparation and holding of the General Shareholders' Meeting may be reimbursed by the Company.

9. Final Provisions

9.1. If as a result of changes in the legislation and regulatory acts of the Russian Federation certain articles of these Regulations come into conflict therewith, these articles shall become invalid, and until amendments are made to these Regulations, the Company shall be guided by the legislation and regulatory acts of the Russian Federation.

9.2. If all voting shares of the Company belong to a sole shareholder, these Regulations shall not apply, and resolutions on matters pertaining to the competence of the General Shareholders' Meeting of the Company shall be adopted by that shareholder (the authorized management body of the shareholder), drawn up in writing and communicated to the Company.