

**APPROVED BY**

**Rosneft Board of Directors**

**On 30 June 2014.**

**Minutes dated 30 June 2014 № 39**

**Effective as of 25 Juli 2014.**

**By Order dated 25 Juli 2014. № 368**

## **COMPANY POLICY**

---

### **IN THE FIELD OF CIVIL DEFENSE**

**№ P3-11.04 P-01**

**VERSION 1.00**

**(EXCERPT FOR PUBLICATION PURPOSES)**

# TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
INTRODUCTORY PROVISIONS .....	3
INTRODUCTION.....	3
AIMS .....	3
TASKS .....	3
SCOPE.....	3
VALIDITY AND AMENDMENT PROCEDURE .....	4
1. TERMS AND DEFINITIONS.....	5
<i>WARNING SYSTEM</i> .....	6
<i>SUBJECT OF THE CIVIL DEFENSE MANAGEMENT</i> .....	7
2. DESIGNATIONS AND ABBREVIATIONS.....	8
3. GENERAL PROVISIONS .....	9
3.1. AIM OF THE COMPANY'S ACTIVITY IN THE AREA OF CIVIL DEFENSE.....	9
3.2. COMPANY'S STRATEGIC MISSIONS IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE.....	10
3.3. THE COMPANY'S CIVIL DEFENSE PRIMARY OBJECTIVES .....	13
3.4. PRINCIPLES OF THE CIVIL DEFENSE MANAGEMENT .....	14
4. POLICY DISSEMINATION AND CIRCULATION .....	16
5. REFERENCES .....	17

All rights to this LRD are reserved by Rosneft. This LRD or any part thereof may not be reproduced, replicated or disseminated without express permission from Rosneft.

# INTRODUCTORY PROVISIONS

## INTRODUCTION

Company Policy in the field of civil defense (hereinafter referred to as Policy) defines general guidelines for activities in the area of civil defense.

This Policy complies with the Principles of the unified state policy of the Russian Federation in the field of civil defense for the period until 2020, approved by Order of the President of the Russian Federation on July 3, 2011 № Pr-2613, legislation of the Russian Federation, generally recognized principles and norms of international law in the area of civil defense. Policy was developed upon experience of Rosneft, the Group's Companies and other firms.

## AIMS

This Policy expresses the Company's position concerning civil defense of the Company, forms the Company's common vision of methods and means for protection of the employees and property of Rosneft and the Group's Companies against the dangers arising from the conduct of military operations or in consequence of these actions, as well as in the event of natural and manmade emergency situations.

## TASKS

The main tasks of this Policy are:

- goal setting, definition of the Company's basic activity areas (strategic priorities) in the field of civil defense and the principles of the civil defense management;
- definition of the Company's civil defense main tasks;
- definition of the Company's civil defense management system (including the subjects to management, levels of management, liability and powers distribution);
- definition of structure and hierarchy of regulatory documents which govern the "Civil Defense" activity area;
- definition of main risks in the field of civil defense and their management measures.

## SCOPE

This Policy is mandatory for all employees of Rosneft and its subsidiary companies operating on the territory of the Russian Federation.

This Policy is of advisory nature for the employees of Rosneft's dependent entities.

The requirements of this Policy will be subject to compulsory implementation in subsidiaries and dependent entities of Rosneft, as well as in any other Entity, in which Rosneft participates directly or indirectly, after they are implemented in the Entity in accordance with its Charter and pursuant to the procedure established in it.

Orders, local regulatory documents and any other internal documents shall not conflict with this Policy.

## **VALIDITY AND AMENDMENT PROCEDURE**

This Policy is a permanent local regulatory document.

This Policy is approved at Rosneft by a decision of the Board of Directors of Rosneft and put into force in Rosneft by Rosneft's order.

The Policy is recognized as ceased to be in force at Rosneft on the basis of a decision of the Board of Directors of Rosneft.

Amendments to this Policy are introduced on the basis of a decision of the Board of Directors of Rosneft and put into force by Rosneft's order.

Originators of the Policy amendments are the following: top managers of Rosneft and Group Companies upon approval with Rosneft top manager in charge for civil defense arrangement in peacetime.

Amendments to this Policy are introduced in the following cases:

- changes in legislation of the Russian Federation ;
- changes in corporate organization or directors' powers, etc.

Keeping this Policy at Rosneft up-to-date shall be the responsibility of the Rosneft's top-manager charged with the civil defense organization in time of peace.

The fulfillment of requirements set forth in this Policy shall be controlled by the Rosneft's top-manager charged with the civil defense organization in time of peace.

# 1. TERMS AND DEFINITIONS

## TERMS AND DEFINITIONS FROM THE CORPORATE GLOSSARY

**EMERGENCY RESCUE TEAM** – an independent structure or a member of the emergency rescue service designed for conduct of accident rescue operations which is formed by salvage units fitted with special machines, equipment, outfit, tools and materials.

**EMERGENCY RESPONSE AND RECOVERY OPERATIONS** – priority works in the emergency zone for localization of specific sites of breakdown, oil and oil-products spills and high risk, for accident management and repair of damage caused to the networks and lines of municipal utilities and industrial service, creation of the baseline minimum conditions for survival of population as well as operations of sanitary purification and territory decontamination.

**ACCIDENT RESCUE OPERATIONS** – activities for rescue of people, material assets and cultural property, environmental protection in the emergency zone, emergencies localization, suppression or bringing their level of exposure to characteristic hazards to the lowest possible. Accident rescue operations are characterized by presence of factors endangering life and health of people conducting these operations and require special training, equipment and outfit.

**SAFE AREA** – territory within suburban area located outside the zones of possible natural and manmade emergencies.

**CIVIL DEFENSE** – system of measures to prepare protection and to protect the population, material assets and cultural property on the territory of the Russian Federation against the dangers arising from conduct of military operations or in consequence of these actions, as well as in the event of natural or manmade emergencies.

**CIVIL DEFENSE IN THE COMPANY** – system of measures to prepare protection and to protect the employees, material assets of Rosneft and the Group's Companies against the dangers arising from conduct of military operations or in consequence of these actions, as well as in the event of natural or manmade emergencies.

**SUBURBAN AREA** – territory within the civil boundaries of the subject of the Russian Federation situated outside potential destruction zones, zones of potentially dangerous chemical contamination, potential catastrophic flood, outside potential radiological contamination (pollution) zones and prepared to provide for the vital needs of the employees of Rosneft, the Group's Companies and their relatives, as well as for placement and storage of the Company's material assets.

For the cities of Moscow, Saint-Petersburg and Sevastopol which are subjects of the Russian Federation, suburban area is situated outside their civil boundaries.

**CIVIL DEFENSE PROTECTIVE CONSTRUCTION** – engineering construction designed to be a shelter for the Company's employees, equipment and property against dangers arising from the emergencies on hazardous facilities or natural calamities in their location areas, as well as against the impact of modern means of destruction. Civil Defense protective constructions include fallout and radiation shelters as well as equipped subways, underground mining workings, natural cavities and basements.

**EMERGENCY MANAGEMENT** – emergency recovery and other urgent operations carried out when emergencies arise and aimed at saving lives and preserving people's health, reducing of the size of

environmental disruption and material losses, as well as localization of emergency areas and termination of hazards which are characteristic for these situations.

**CIVIL DEFENSE MEASURES** – organizational and special actions undertaken in the field of civil defense in accordance with federal laws and other regulatory legal acts of the Russian Federation.

**PREPARATION OF MOBILIZATION** – a package of measures organized in time of peace for deliberate preparation of Rosneft and the Group's Companies to meet the requirements of the state and the needs of population in war time.

**MOBILIZATION** – a package of measures for conversion of Rosneft and the Group's Companies to work in war-time conditions as well as conversion of units and special formations to war-time organization and constitution.

**BIGGEST WORKING SHIFT** – maximum (in multi-shift working mode) size of the shift of Rosneft or the Group's Company working within the project building of populated area categorized in civil defense and continuing its activity in war time.

**URGENT OPERATIONS OF EMERGENCY MANAGEMENT** – activities for all-out support of salvage and rescue operations, provision of medical aid and other assistance to people affected in emergencies, creation of the baseline minimum conditions for their survival and preservation of health as well as maintenance of their working capacity.

**CONTINGENCY FORMATIONS FOR ENFORCEMENT OF CIVIL DEFENSE MEASURES** – formations created by Rosneft and the Group's Companies from among their employees for purposes of contribution to enforcement of civil defense measures and conduct of urgent emergency recovery operations which are unrelated with danger to life or health of people.

**CIVIL DEFENSE SUBJECT TO MANAGEMENT** – civil defense force generation of Rosneft and the Rosneft Group's Companies (emergency formation on a regular or contingency basis for enforcement of civil defense measures, special formation created in war time for problem solution in the field of civil defense); protective construction or other building for purposes of civil defense (command point (which includes shielded, mobile (moveable) posts), equipment decontamination facility, bath point for injured persons, etc.); logistic reserves, food, medical and other supplies (reserve for purposes of civil defense); communications system; warning system (point, local); automated command information system.

**OPERATING RULE OF CIVIL DEFENSE ORGANIZATION** – organization of civil defense in Rosneft, in every Company of the Group, at the Company's site.

**DECONCENTRATION** – a package of measures for organized evacuation (withdrawal) of employees of Rosneft and the Group's Companies from categorized in civil defense populated areas and their accommodation in suburban residence and recreation zone; their operating activities in war time will continue in these localities.

**RISKS** – combination of the probability of an event and its consequences, menace of the negative impact of a casual event on achievement of the Company's goals.

**WARNING SYSTEM** – management system constituent of the Universal state system of prevention and response to emergency situations representing an organizational and technical combination of

forces and special warning devices, broadcasting networks, channels of public-service communications networks and department communication networks.

**SUBJECT OF THE CIVIL DEFENSE MANAGEMENT** – civil defense manager, civil defense assistant, structural unit empowered to solve the problems of civil defense and emergency prevention, civil defense governing bodies: Command staff of civil defense, Evacuation commission, and Business continuity commission.

**TERRITORIAL PRINCIPLE OF CIVIL DEFENSE ORGANIZATION** – civil defense organization in Rosneft and every Company of the Group, at the Company's site in co-ordination with governing bodies, civil defense forces of the republics within the Russian Federation, krajs, oblasts, cities, districts, settlements in accordance with Russian administrative division on the territory of which Rosneft, the Group's Companies and the Companies' sites are situated.

**CIVIL DEFENSE REQUIREMENTS** – special conditions (rules) of exploitation of protective constructions and other buildings for the purposes of civil defense (command points (which include shielded and suburban posts), equipment decontamination facilities, bath points for injured persons, etc.); use and maintenance of communications systems, warning systems (point, local), automated command information systems, logistic reserves, food, medical and other supplies (reserve for the purposes of civil defense), other special equipment and property of civil defense established by federal laws and other statutory and regulatory enactments of the Russian Federation.

**FUNCTIONAL ACTIVITY AREA** – a complex of interrelated and interactive providing or managerial operations and their effects, combined according to certain criteria (achievement of a certain result of economic activity, resource exploitation, geographical distribution, etc.) in order to secure efficient performance of the Company's business activities.

**FUNCTIONAL BLOCK** – an assembly of Rosneft's structural units under direct control of the Rosneft's top-manager, responsible for the functional activity area; of the Group's Companies and their structural units carrying activities in the functional area.

**FUNCTIONAL BLOCK « CIVIL DEFENSE AND EMERGENCY PREVENTION » (CDEP BLOCK)** – an assembly of the Rosneft's structural unit empowered to solve the civil defense and emergency prevention problems operating under direct control of the Rosneft's top-manager, responsible for organization of civil defense in peace time, and structural units (employees) of the Group's Companies, empowered to solve the civil defense and emergency prevention problems working under direct control of the deputy director of the Group's Company, responsible for organization of civil defense in peace time.

**EMERGENCY SITUATION** – a situation on a certain territory settled as a result of emergency, hazardous natural phenomenon, disaster, natural calamity or other catastrophe which can lead or led to loss of life, damage to people's health and natural environment, as well as significant material losses and misbalance of living conditions.

**EVACUATION** – a set of measures for organized evacuation (withdrawal) of the Rosneft's and the Group's Companies' employees and their relatives from populated areas which are duly categorized in civil defense and accommodation in the suburban area for residence in war time, as well as from zones of natural and manmade emergency or probable emergency and their short-time accommodation in safe areas which are deliberately prepared with respect to conditions of top-priority life sustaining.

## 2. DESIGNATIONS AND ABBREVIATIONS

**CD** – civil defense.

**PC CD** – protective construction of civil defense.

**BC COMMISSION** – Business continuity commission.

**COMPANY** – a group of legal entities of different legal organizational forms including Rosneft, in regard of which the latter acts as the main or predominating (participating) company.

**LRD** – local regulatory document.

**LWS** – local warning system.

**CSRF** – contingency salvage and rescue formation.

**CFCD** – contingency formation for enforcement of civil defense measures.

**GROUP'S COMPANY (GP)** – subsidiary/dependent entity of Rosneft, as well as any other Entity, in which Rosneft participates directly or indirectly.

**PWS** – point warning system.

**PSRF** – professional salvage and rescue formation.

**MSF** – maintenance of stable functioning.

**RCBD** – radiological, chemical and bacteriological defense.

**SU** – structural unit with independent functions, tasks and responsibility within the limits of its authority determined by the regulation on structural unit.

**TOP-MANAGERS OF ROSNEFT** – senior vice-presidents of Rosneft, vice-presidents of Rosneft, accountant general of Rosneft, financial director of Rosneft, councillors and directors of structural units of Rosneft and services of Rosneft in capacity of vice-presidents.

**ES** – emergency situation.

### 3. GENERAL PROVISIONS

The Company's main areas of activity (strategic priorities) in the field of civil defense are:

- unswerving improvement of activities' efficiency in the field of civil defense of Rosneft and the Group's Companies;
- perfection of the civil defense management system of Rosneft and the Group's Companies;
- perfection of safety methods and means for employees, material assets of Rosneft and the Group's Companies against dangers arising from conduct of military operations or as the consequence of these actions, as well as in case of natural and manmade emergency situations;
- civil defense power-building of Rosneft and the Group's Companies;
- preservation of facilities which are necessary for stable functioning of Rosneft and the Group's Companies;
- perfection of training system for the Company's employees, preparation of executive officers and employees of Rosneft and the Group's Companies in the area of civil defense;
- high social responsibility of the Company.

Company Policy in the field of civil defense is implemented:

- in peace and war time, as well as in the period of mobilization;
- by provision of the civil defense measures at the Company's expense, including the development and implementation of purpose-oriented programs in the area of civil defense;
- by implementation of civil defense measures as part of government defense order, mobilization plans and civil defense plans of Rosneft and the Group's Companies.

Considered as a system, civil defense represents an aggregate of three key interrelated and interdependent elements:

- civil defense subjects to management (paragraph 3.5 of this Policy);
- civil defense procedures (paragraph 3.6 of this Policy);
- participants of the civil defense management (paragraph 3.9 of the Policy).

#### 3.1. AIM OF THE COMPANY'S ACTIVITY IN THE AREA OF CIVIL DEFENSE

The Company's activity in the area of civil defense is aimed at implementation within the Company of the unified state policy of the Russian Federation in the field of civil defense, development and efficiency improvement of safety methods and means, protection of employees, material assets of Rosneft and the Group's Companies against the dangers arising from conduct of military operations or in consequence of these actions, in case of natural and manmade emergency situations as well as for faultless industrial activities of the Company in the context of war time and emergency situations.

### 3.2. COMPANY'S STRATEGIC MISSIONS IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE

The Company's activities in the area of civil defense are primarily aimed at provision of the Company's strategic priorities<sup>1</sup>.

In order to achieve the stated goals, the Company undertakes to focus on the following strategic objectives (Table 1) in the context of principal directions of activities in the area of CD.

**Table 1**  
**Company's strategic objectives in the**  
**context of principal directions of activities in the area of civil defense**

№ P/P	COMPANY'S PRINCIPAL DIRECTIONS OF ACTIVITY (STRATEGIC PRIORITIES) IN THE AREA OF CIVIL DEFENSE	COMPANY'S STRATEGIC OBJECTIVES IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE
1	2	3
1	Unswerving improvement of the activities' efficiency in the field of civil defense	<ul style="list-style-type: none"> <li>▪ perfection of regulatory system in the area of civil defense (including early development and updating of local regulatory documents regulating the "Civil defense" direction, designing and executive documents regulating the activities of governing boards and the civil defense forces of Rosneft and the Group's Companies) taking into account legislative requirements in the area of civil defense, mobilization and mobilization training in the Russian Federation as well as modern social and economic conditions;</li> <li>▪ development and application of innovative solutions, as well as methodologies for efficiency improvement in the area of CD, including the use of new technologies which are necessary for the Company's stable functioning, protection and organization of top-priority life sustaining of employees in war time;</li> <li>▪ division and reinforcement of administrative responsibility for failure to comply with requirements in the field of civil defense;</li> <li>▪ preservation and augmentation of knowledge and gathered experience, as well as learning of advanced technologies in the area of CD.</li> </ul>
2	Perfection of the civil defense management system	<ul style="list-style-type: none"> <li>▪ development of the CD management system of the Company in the framework of the unified system of state and military administration of the Russian Federation;</li> <li>▪ development of shielded and mobile (moveable) command points of CD, their supplying with modern devices for communications and warning, information processing and data communication;</li> </ul>

<sup>1</sup> Basic principles of the unified state policy of the Russian Federation in the area of civil defense for the period until 2020.

№ P/P	COMPANY'S PRINCIPAL DIRECTIONS OF ACTIVITY (STRATEGIC PRIORITIES) IN THE AREA OF CIVIL DEFENSE	COMPANY'S STRATEGIC OBJECTIVES IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE
1	2	3
		<ul style="list-style-type: none"> <li>▪ development of the technical basis of the CD management system with the use of modern software and IT solutions for management;</li> <li>▪ efficiency improvement of the CD management system via development of crisis management centres in Rosneft and the Group's Companies with assignment of tasks linked to coordination of CD measures execution and management of civil defense forces;</li> <li>▪ perfection of information support for managerial decision making while securing civil defense with the use of capacities of crisis management centres.</li> </ul>
3	Perfection of safety methods and means for employees and material assets against dangers arising from military operations or in consequence of these actions, as well as when natural and manmade emergency situations arise	<ul style="list-style-type: none"> <li>▪ accomplishment of creation and maintenance in service of local and point systems warning the Company's employees and population in accordance with the requirements of federal legislation;</li> <li>▪ upgrading of local and point warning systems on the basis of modern technical communications facilities;</li> <li>▪ accomplishment of measures for improvement of protection of the Company's critically needed and hazardous infrastructures;</li> <li>▪ quality improvement of maintenance and exploitation of CD protective constructions in accordance with the established procedure in peace time;</li> <li>▪ maintenance in service of CD PC providing protection for the biggest working shift of Rosneft and the Companies of the Rosneft Group continuing to work in war time against dangers arising from military operations and in consequence of these actions;</li> <li>▪ perfection of CD PC records and monitoring of their condition and maintenance, including organization and carrying out of inventory;</li> <li>▪ provision of individual protection equipment for the Company's employees for CD purposes;</li> <li>▪ improvement of the survey network activity and laboratory control of CD;</li> <li>▪ creation and maintenance for CD of logistic reserves, food, medical and other supplies, development of efficient procedures for their accumulation, storage and proper use;</li> <li>▪ perfection of measures aimed at top-priority provisioning of the Company's employees affected</li> </ul>

№ P/P	COMPANY'S PRINCIPAL DIRECTIONS OF ACTIVITY (STRATEGIC PRIORITIES) IN THE AREA OF CIVIL DEFENSE	COMPANY'S STRATEGIC OBJECTIVES IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE
1	2	3
		<p>by military operations or in consequence of these actions;</p> <ul style="list-style-type: none"> <li>▪ deliberate preparation of safe areas for accommodation of the Company's employees and material assets subject to evacuation (deconcentration), accommodation and overall support of people evacuated from populated areas which are categorized in civil defense.</li> </ul>
4	Civil defense power-building	<ul style="list-style-type: none"> <li>▪ creation by Rosneft and the Group's Companies in peace time of the CD task force which will be able to complete the CD tasks efficiently in peace and war time;</li> <li>▪ introduction of new rescue technologies and automated management information systems;</li> <li>▪ fitting out of search-and-rescue formations with modern emergency and rescue equipment;</li> <li>▪ perfection of organization and grouping of the Company's CD forces;</li> <li>▪ perfection of the CD forces training system with consideration for development and introduction of new practices and ways of carrying out rescue and salvage operations, as well as the works linked to execution of other civil defense tasks.</li> </ul>
5	Preservation of facilities necessary for stable functioning	<ul style="list-style-type: none"> <li>▪ rational distribution of production facilities on the territory of the Russian Federation with consideration for the Company's interests and dangers arising from military operations or in consequence of these actions;</li> <li>▪ conduct of operations aimed at preservation of facilities necessary for stable functioning of equipment and survival of the Company's employees in war time;</li> <li>▪ carrying out of measures for overall concealing of critically needed and hazardous infrastructures which are subject to protection against modern weapons in the context of war time;</li> <li>▪ development of methods and means for improvement of stable functioning of the Company's production facilities on exposure to modern weapons;</li> <li>▪ creation of necessary amounts of reserves of energy resources, raw materials, component parts and materials for undisturbed operation of the Company's infrastructures, as well as for fastest</li> </ul>

№ P/P	COMPANY'S PRINCIPAL DIRECTIONS OF ACTIVITY (STRATEGIC PRIORITIES) IN THE AREA OF CIVIL DEFENSE	COMPANY'S STRATEGIC OBJECTIVES IN THE CONTEXT OF PRINCIPAL DIRECTIONS OF ACTIVITIES IN THE AREA OF CIVIL DEFENSE
1	2	3
6	Perfection of training system and preparation in the field of civil defense for the Company's executive officers and employees	<p>functioning recovery in case of breakdown.</p> <ul style="list-style-type: none"> <li>▪ elaboration and introduction in the Company of new teaching programs and methods with use of computer technologies and simulators for development of behaviour and action skills in emergency situations or war time;</li> <li>▪ carrying out of compulsory training of relevant teams in educational institutions, training centres and on CD courses;</li> <li>▪ carrying out of a set of measures for reconstruction of the Company's existing civil defense educational facilities;</li> <li>▪ quality and efficiency improvement of the head-quarter (staff) CD exercises and trainings, as well as special tactical exercises with governing board and civil defense forces of Rosneft and the Group's Companies.</li> </ul>
7	High social responsibility of the Company	Compliance with the requirements of legal system, corporate requirements in the area of CD for the purposes of accomplishment of social obligations undertaken by the Company.

### 3.3. THE COMPANY'S CIVIL DEFENSE PRIMARY OBJECTIVES

This Policy establishes the civil defense primary objectives of Rosneft and the Group's Companies which are cited in Table 2.

**Table 2**  
**Primary objectives of the Company's civil defense<sup>2</sup>**

№ P/P	PRIMARY OBJECTIVES OF THE COMPANY'S CIVIL DEFENSE
1	2
1	Training of the employees of Rosneft and the Group's Companies in the area of civil defense.
2	Alert the Company's employees and population (in compliance with the requirements of federal legislation) about the dangers arising from conduct of military operations or in consequence of these actions, as well as in natural and manmade emergency situations.
3	Evacuation (deconcentration) of employees, their families and material assets of the Company to safe areas.
4	Assignment of CD protective constructions and individual protection equipment to the employees of Rosneft and the Group's Companies.

<sup>2</sup> Federal act of 12.02.1998 № 28-FZ "About civil defense".

№ P/P	PRIMARY OBJECTIVES OF THE COMPANY'S CIVIL DEFENSE
1	2
5	Carrying out of measures of blackout and other types of concealment in the Company's infrastructures.
6	Conduct rescue and salvage operations in case of threat to employees of Rosneft and the Group's Companies in the course of military operations or in consequence of these actions, as well as consequent on natural and manmade emergency situations.
7	Top-priority securing of employees of Rosneft and the Group's Companies affected by military operations or in consequence of these actions, including first-aid dressing and other necessary measures.
8	Fighting fire in the Company's facilities resulted from conduct of military operations or in consequence of these actions.
9	Detection and marking on the Company's territory of areas (terrains) subject to radioactive, chemical, biological or other type of contamination in cooperation with governing boards and civil defense forces of municipal corporations and territorial bodies of federal executive authorities.
10	Decontamination of employees of Rosneft and the Group's Companies, disinfection of buildings and facilities, decontamination of the Company's equipment and territory.
11	Reinstatement and maintenance of order in the Company's facilities affected by military operations or in consequence of these actions, as well as consequent on ES in cooperation with governing boards and civil defense forces of territorial bodies of federal executive authorities, constituent units of the Russian Federation and municipal corporations.
12	Urgent recovery of the Company's necessary utilities in war time in cooperation with the civil defense forces of municipal corporations.
13	Cooperation arrangements with governing boards and civil defense forces of municipal corporations for emergency burial of corpses in war time.
14	Elaboration and accomplishment of measures aimed at preservation of infrastructures of Rosneft and the Group's Companies which are necessary for stable functioning and survival of the Company's employees in war time.
15	Maintenance of continued readiness of civil defense forces and assets of Rosneft and the Group's Companies.

### 3.4. PRINCIPLES OF THE CIVIL DEFENSE MANAGEMENT

Company's civil defense management is based on the following principles:

- compliance with legislation of the Russian Federation, generally recognized principles and standards of international law and corporate requirements;
- CD organization and management is one of crucial functions of Rosneft and the Group's Companies and constitute protection elements for the Company's employees and assets;
- preparation of Rosneft and the Group's Companies to conduct CD is performed beforehand in peace time taking into account the development of weapons, military equipment and

protection facilities for employees against dangers arising from conduct of military operations or in consequence of these actions, as well as in case of natural and manmade ES;

- civil defense management in Rosneft and the Group's Companies is performed regardless of proprietary forms by the Company's top-managers which are civil defense managers by virtue of their position;
- conduct of CD in Rosneft and the Group's Companies begins with announcement of the state of war, real outbreak of hostilities or imposing by the President of the Russian Federation of martial law on the territory of the Russian Federation or in certain regions, as well as in case of natural and manmade ES;
- CD organization and management according to territorial and industrial principles taking into account the specific features of regions, districts, populated areas in which Rosneft and the Group's Companies are situated, as well as with characteristics of Rosneft and the Group's Companies;
- comprehensive approach to civil defense management system;
- regulated division of responsibilities in making of managerial decisions in the field of civil defense;
- unified information environment for interaction of activity direction "Civil defense" (availability, unanimity and noncontradiction of information about civil defense measures)
- unswerving efficiency improvement of managerial and engineering decisions in the field of civil defense.

However, civil defense management system complies with certain *company-wide principles*:

- non-admission of corporate fraudulent activities;
- appropriate and cost effective expenditure of money resources;
- involvement of employees in the Company's activities in the field of CD.

## 4. POLICY DISSEMINATION AND CIRCULATION

Present Policy is public.

Present Policy is subject to compulsory translation into English.

Provision, dissemination, circulation and accessibility for use of present Policy shall be performed in accordance with the established procedure by informing employees of the company and publishing in the internal and external information resources of the Company.

Implementation and monitoring compliance of present Policy with the Company's operation shall be performed by Rosneft top manager in charge for civil defense organizing in peacetime.

Present Policy supervisory follow-up is carried out at two levels:

- control by CD control subjects and heads of SU, involved in CD activities organization;
- independent external and internal audits.

Based on the results of this work the Policy can be amended in accordance with the established procedure.

---

## 5. REFERENCES

1. Basis of unified state policy of the Russian Federation in the field of civil defense till 2020, approved by the President of the Russian Federation on 03.07.2011 № Pr-2613.
2. Federal law d. d. 12.02.1998 № 28-FL “on civil defense”.
3. Federal law d. d. 21.12.1994 № 8-FL “On Protection of Population and Territories from Natural and Man-Made Emergencies”.
4. Company policy in the field of prevention and response to emergency situations № P3-05.01 P-01 version 1.00, approved by Rosneft Board of Directors on 11.11.2013 (minutes dated 11.11.2013 № 15), brought into force by Rosneft order dated 19.02.2014 № 79.