

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

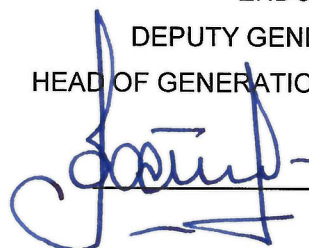
Service Function: -

Business Line: *-Generation*

ENDORSED BY

DEPUTY GENERAL DIRECTOR -

HEAD OF GENERATION OF PJSC ENEL RUSSIA



OLEG KOSMENYUK

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PROCESS OWNER:

HEAD OF HEALTH, SAFETY, ENVIRONMENT AND QUALITY

 A. SINDONA

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Business Line: *-Generation***1. DOCUMENT AIMS AND APPLICATION AREA**

This Procedure establishes the procedure of interaction between PJSC Enel Russia and suppliers, contractors and subcontractors on HSEQ issues when performing works / rendering services / supplying.

When performing works / rendering services by contractors outside the territory of PJSC Enel Russia power plants, the validity hereof regarding the HSE requirements does not apply. When supplies are made to the territory of PJSC Enel Russia, the requirements of the Procedure shall be complied with in full.

Control over timeliness of supplies and verification of quality of supplies, performance of works / rendering of services by contractors and their subcontractors shall be charged to responsible persons under the relevant civil law contract.

All HSEQ requirements specified herein shall fully apply to suppliers, contractors and subcontractors in connection with which requirements hereof shall be reflected in the corresponding civil law contract (Annex thereto).

The purpose hereof is to determine the procedure of management of suppliers, contractors and subcontractors by PJSC Enel Russia on health, safety, environment and quality issues (hereinafter referred to as the "HSEQ"), when they perform work / render services / supplies in the territory of PJSC Enel Russia, issues of control, environment and quality also apply to the suppliers of products.

Main elements hereof are:

- Health and safety requirements for contractors and subcontractors;
- Procedure for admission of contractors and subcontractors to the territory of PJSC Enel Russia;
- Procedure of organization of safe work performance;
- Verification of compliance with health and safety requirements and registration of violations;
- Rights and obligations of contractors and subcontractors regarding environment;
- Quality requirements for suppliers, contractors and subcontractors.

This Procedure is applied to the extent not contradicting the laws of the Russian Federation, constituent documents of the Company, as well as other documents of the Company based on the above documents.

This document abolishes Procedure "Interaction with Contractors in HSEQ" No. 0057-OP-HSEQ version No. 4 dated 30.12.2015 and Operating Instruction No. 0238-OI-HSEQ "Quality control of equipment manufacture / maintenance at industrial (maintenance) sites of Suppliers".

Validity hereof applies to all organization units of PJSC Enel Russia participating in the processes defined in the integrated system for management of health, safety, environment and quality of Thermal Generation of PJSC Enel Russia.

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2. DOCUMENT VERSION MANAGEMENT

Version	Date	Description of the main changes
1	19.04.2018	Issue of Operational Procedure No. 522 (updated Operational Procedure № 0057-OP-HSEQ version 4, main procedure's changes: numbering, HS and Quality requirements to Contractors and Suppliers)

3. UNIT IN CHARGE OF THE DOCUMENT

Responsible for drawing up of the document:

- PJSC Enel Russia: Health, Safety, Environment and Quality

Responsible for agreement of the document:

- Head of Health, Safety, Environment and Quality;
- Head of Operation and Maintenance;
- Head of Procurement;
- Head of Legal and Corporate Affairs;
- Head of Planning and Organization Group;
- Specialist, Category 1, Document Flow Group.

Responsible for approval of the document:

- Deputy General Director - Head of Generation

4. REFERENCES

- Charter of PJSC Enel Russia;
- Code of Ethics of PJSC Enel Russia;
- PJSC Enel Russia Zero Tolerance of Corruption Plan;
- Global Program of Compliance within Corporate Criminal Liability (Annex No. 2 to Minutes of the Board of Directors Meeting of PJSC Enel Russia No. 10/16 dated 23.11.2016);
- GOST R ISO 14001-2016. National standard of the Russian Federation. Environmental Management System. Requirements and instructions for use" (approved and put into effect by Order of Rosstandart No. 285-CT dated 29.04.2016);
- GOST R 54934-2012/OHSAS 18001:2007 «National Standard of the Russian Federation. Occupational Health and Safety Management Systems. Requirements»;
- GOST R ISO 9000-2015 «National Standard of the Russian Federation. Quality Management Systems. Fundamentals and Vocabulary»;
- GOST R ISO 9001-2015 «Quality Management Systems. Requirements»;
- GOST ISO 10005-2007 «Quality Management Systems. Guidelines for Quality Plans»;
- Integrated Health, Safety and Environment and Quality Policy of PJSC Enel Russia No. 0093-PL-HSEQ;

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- Policy of Zero Tolerance to Consumption of Alcohol, Drugs or Other Intoxicants and Limitations of Smoking at Workplace No. 0303-PL-HRO;
- Procedure of PJSC Enel Russia No.0166-OP-PRC "Procurement Management";
- Procedure of PJSC Enel Russia No.0137-OP-PRC "Contractors Qualification";
- Procedure of PJSC Enel Russia No. 473 "Management of Contractors (their Subcontractors) within Performance of Contracts for Works / Services / Supplies for PJSC Enel Russia";
- Procedure of PJSC Enel Russia No. 0124-OP-SEC "On Internal Security and Access Policy";
- Operating Instruction of PJSC Enel Russia No. 0257-OI-HSEQ "Permit-to-Work System";
- Procedure of PJSC Enel Russia No. 0277-OP-HSEQ "HSEQ IMS Documentation and Records Management";
- Operating Instruction of PJSC Enel Russia No. 0232-OI-HSEQ "Alcotesting System";
- Procedure of PJSC Enel Russia No.0085-OP-LCA "On the Claim Work Procedure";
- Procedure of PJSC Enel Russia No. 0274-OP-HSEQ "Organization of Inspections in Health, Safety, Environment and Quality".

5. ALLOCATION ON THE GROUP PROCESS MAP

Process area: Health, Safety, Environment and Quality

Macro Process: Integrated Management System

6. DEFINITIONS AND ACRONYMS

Acronyms and key words	Description
Emergency shutdown	destruction of structures and (or) technical devices, uncontrolled explosion and (or) hazardous substances release.
Safety	absence of inadmissible risk associated with possibility to damage.
Safe labor conditions	Labor conditions under which the impact of harmful and hazardous production factors on workers is excluded or their impact levels do not exceed the established standards.
Requesting Unit	the Company's unit forming the requirement for materials/works/services and initiating performance of procurement procedures, contract (agreement/additional agreement) conclusion to meet the Company needs.
Environmental impact	any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects (ISO 14001:2015).
Harmful production factor	a production factor the impact of which on an employee can cause their disease.
Customer	PJSC Enel Russia.
Quality	Degree to which the aggregate of inherent characteristics meets the requirements.

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Acronyms and key words	Description
Negative environmental impact (NEI)	any adverse change in the environment, fully or partially being the result of the Company's activity, its products or services.
Accident	event meeting the criteria of an accident specified in Art. 227 of the Labor Code of the Russian Federation.
Company	PJSC Enel Russia.
Dangerous area	area in which there is danger for people to be injured. Borders of dangerous areas shall be specified in the Method Statement (MS) and maintenance task lists and prior to works commencement they shall be designated on site by warning signs, inscriptions or fenced. If the MS does not specify the dangerous area borders, the person responsible for work performance at the facility shall determine the same on site before work commencement having preliminary agreed this with the Requesting Unit.
Emergency Situation	an event that led to equipment, tools, buildings, premises damage, damage or interruption of the equipment normal operation (only process violations caused by violations of safety standards or able to threaten people's health and safety shall be considered).
Hazardous production factor	a production factor the impact of which on an employee can cause his/her injury, professional disease.
Responsible Executive under the Contract (Executive, Technical Assistant)	an employee of the company organization unit responsible for supervision and control over performance of the contract for performance of works/rendering of services in favor of the Company.
Worked man-hours (Work hours)	actually worked man-hours. Actually worked man-hours include hours worked by relevant categories of employees with account for overtime and days worked on holidays (non-work) and week-ends (according to the schedule), both in primary position and part time in the same company, including work hours during business trips. Worked man-hours do not include the time of: annual, extra, study leaves, illnesses, inter-shift downtime, breaks in work for mothers to feed the child, participation in strikes and other, irrespective of the fact whether the salary was kept for the employee or not.
Occupational health	a system intended to protect life and health of employees involved in working activities, including legal, social and economic, organizational and technical, sanitary and hygienic, medical and preventive, recovery and other activities.
Vendor Rating	the Customer's process of assessing the performance of the Contractor in the course of performing contractual obligations.
PJSC Enel Russia	Public Joint Stock Company Enel Russia.
Contracting Organization (Contractor)	an individual or legal entity performing construction, installation, maintenance and other works/services at the Customer's facilities on the basis of a civil law contract (contract) with the Customer.
Incident	incident related to work, when injury or damage to health or fatal

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	incident occurred or could occur, including with contractors working in the territory and in the interests of the Company.
Near miss	event that did not result in injury, disease or equipment damage, but the one that had the potential to and only a lucky chance had prevented an injury, fatality or equipment damage.
Health and safety	conditions and factors that influence or can influence health and safety of employees, temporary employees and any individuals at the workplace.
Power plant(s)	Konakovskaya GRES power plant of PJSC Enel Russia, Nevinnomyskaya GRES power plant of PJSC Enel Russia, Reftinskaya GRES power plant of PJSC Enel Russia, Sredneuralskaya GRES power plant of PJSC Enel Russia
Contractor's employee	any employee of the third party (contracting or subcontracting) organization that performs work/renders service (construction, installation, maintenance, etc.) under the contractor agreement/service contract with the company.
Hazardous works	works performed in areas of permanent or possible action of hazardous production factors the occurrence of which is not related to the nature of works performed that requires before the commencement of these works to develop and take additional safety measures for each specific production operation.
Rostekhnadzor	Federal Service for Environmental, Technological and Nuclear Supervision of the Russian Federation.
Quality Management System	management system for the company management and control as far as quality is concerned.
Subcontracting Organization (Subcontractor)	an individual or legal entity agreed with the Customer performing construction, installation, maintenance, etc. works/services at the Customer's facilities based on the civil law contract (agreement) with the Contractor.
Technical Supervisor	managers of the functional direction of the organizational structure of PJSC Enel Russia - Generation; PP Manager, Deputy Director for Production - Chief Engineer; Deputy Chief Engineers of PP.
Safety requirements	safety requirements set forth by regulatory legal acts of the Russian Federation, local regulatory acts of the Company and/or the civil law contract.
Serious accident	injury classified as serious accident according to the laws of the Russian Federation.
Environmental aspect	element of the Company's activities, its products or services that can interact with the environment.
Environmental incident / environmental near-miss	unexpected event, defect or failure of the equipment that caused environment pollution, nuisance to environment, concern as for the compliance with laws, claims of society or a combination of all these

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Acronyms and key words	Description
	consequences (e.g. break or failure of sewage disposal, leakage or flooding of hazardous substances, occasional non-authorized discharge of polluted sewage waters, non-observance of legal regulations, non-compliance with requirements of licensing documents, etc.).
HSEQD	Health, Safety, Environment and Quality Directorate
NEI	Negative environmental impact.
EP	Environmental protection
HSEQ	Health, Safety, Environment and Quality.
OH&S	Occupational health and safety
CMS	Construction Method Statement.
FSR	Fire safety rules.
MS	Method Statement.
MSc	Method Statement for cranes.
SR	Safety rules.
OR	Operation rules for electric power plants and grids.
PP	Power plant(s)
RTN	Rostekhnadzor
QMS	Quality management system
HSEQS	Health, Safety, Environment and Quality Service of power plant(s)
EDMS	Electronic document management system of PJSC Enel Russia.
TS	Purchase Technical Specification for the relevant civil law contract signed between PJSC Enel Russia and the Contractor.
MTL	Maintenance task list.
TSD	Technical Support Department
HQ	Headquarters Branch of PJSC Enel Russia.

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7. PROCESS DESCRIPTION

7.1 HSEQ REQUIREMENTS DURING CONTROL AND SUPERVISION OF WORKS PERFORMANCE/SERVICES RENDERING BY CONTRACTORS

7.1.1. Application area

The Customer shall pay special attention to the issues of health, safety, environment and quality and thereby request from the Contractor and its Subcontractors to ensure the highest HSEQ standards by including in contracts with contractors the relevant HSEQ requirements.

This Procedure is developed on the basis of regulatory and technical documents of the Russian Federation and effective local regulatory acts of PJSC Enel Russia to ensure safe labor conditions when performing works/rendering services in favor of the Customer.

The Procedure includes the requirements for the activities of Contractors and Subcontractors in compliance with industrial, fire safety and labor protection requirements included in the contracts for performance of works/rendering of services/supplies, but not limited to them, taking into account the requirements of the relevant effective safety rules in full.

7.1.2. Roles and responsibility of the Customer and the Contractor

The Requesting Unit shall ensure implementation and application of provisions of the Procedure when performing works under the relevant contract for performance of works / rendering of services.

The Requesting Unit shall include the HSEQ requirements in the Purchase Technical Specification in accordance with the types of works performed according to Annexes No. 1- 8 hereto. In case of any difficulties to determine the requirements, the Requesting Unit shall address the PP HSEQ Service for advice.

Table 1. List of HSEQ requirements to be included in the Purchase Technical Specification according to the following Annexes hereto:

Annex 1	Health and safety requirements to contractors (subcontractors) for works performance (engineering and construction, maintenance works)
Annex 2	Health and safety requirements to contractors (subcontractors) for services rendering
Annex 3	Health and safety requirements to contractors (subcontractors) for supplies
Annex 4	EP requirements to contractors (subcontractors) performing works within which negative impact on the environment (maintenance, civil and installation, other works) is possible
Annex 5	EP requirements to contractors (subcontractors) performing works/rendering services in the territory of the Company and/or the adjacent territory without negative impact on the environment
Annex 6	EP requirements to Suppliers
Annex 7	Quality requirements to suppliers, contractors (subcontractors)
Annex 8	<ul style="list-style-type: none"> • Declaration of Contractor's (Subcontractor's) compliance with PJSC Enel Russia Quality requirements'; • Supplier's Self-Qualification Questionnaire; • Contractor's Self-Qualification Questionnaire; • Check list on welding works for Suppliers/ Contractors; • Quality Control Plan; • Notification on quality control Form of Quality Control Notification.

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The Contract with the Contracting Organization shall contain the conditions for acceptance by the Contracting Organization of the laws of the Russian Federation, requirements of the contract and its annexes for execution and guidance. The Customer's representatives shall conduct regular inspections of the Contractor and require the Contractor to eliminate the identified deviations.

If the Customer determines, as a result of an inspection or otherwise, that the Contractor has not complied with the HSEQ requirements stipulated by the laws of the Russian Federation and the Contract, the Customer and the Contractor shall agree the Plan, the terms and the course of taking of measures to eliminate such violations.

7.1.3. HSE requirements for contracting organizations

The Company's requirements in occupational health and safety to Contractors and Subcontractors performing maintenance, construction and installation, other works in the territory of the Company set out in Annexes Nos. 1-3 hereto in accordance with the planned work shall be included by the Requesting Unit in the Purchase Technical Specification to the contract (agreement) with the Contractor for performance of works.

The Procurement Department shall provide information to potential Contractors about the Company's requirements in occupational health and safety and documentation that shall be submitted for examination of compliance of the contracting organization with these requirements.

The Company's requirements in terms of occupational health and safety for performance of works, a list of activities to monitor the safe performance of works and the responsibility of the Contractor for violations of occupational health and safety requirements are contained in relevant sections of contractor/service agreements.

Compliance with the specified requirements shall be assessed at the stage of selecting a contractor within the Company's procurement procedures by:

- expert examination of tender documentation of participants, an integral part of which are documents confirming the availability of the safety management system;
- evaluation of the safety management system in the contracting organization at the place of its registered, actual address, or at the place, where it performs the works.

Expert examination of the tender documentation is carried out in relation to all potential contracting and subcontracting organizations that claim to perform works / render services in the interests of PJSC Enel Russia.

Assessment of the safety management system in the Contracting Organization at the place of its location or performance of work is carried out if the Contracting Organization has submitted an application for the performance of the following special and hazardous works in the interests of the Company:

- works at height using rope or sling access, including works for inspection and maintenance of chimneys;
- underwater and diving works associated with diving of people;
- installation, dismantling of scaffolding, including suspended scaffolds;
- removal of asbestos-containing insulation and materials.

By decision of the Head of Procurement, upon agreement with the Head of Health, Safety, Environment and Quality, this list can be expanded.

Assessment of the safety management system in the Contracting Organization at the place of its location or performance of work is carried out if, during the examination of the tender documentation, the compliance of its documentation on the safety system with the requirements of the Company is established. The Contract cannot be concluded with the Contracting Organization that does not meet the requirements of the Russian laws in occupational health and safety or additional requirements of the Company set out in the Purchase Technical Specification for the application to arrange the procurement procedure. The verification of the compliance of

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the submitted documentation on occupational health and safety with the requirements of the Purchase Technical Specification in respect of occupational health is carried out by the employees of the PP HSEQ Service, the HSEQ Directorate before the bidder's offer evaluation stage. Negative opinion of the expert examination of the documentation or negative opinion of the assessment of the safety system of the Contractor on site is the basis for refusing to conclude a contract for the performance of works / rendering of services in the interests of the Company.

Contracting organizations performing special and hazardous work are assessed at the request of the Procurement Department by the HSEQ Directorate, if required, with involvement of technical experts from the Technical Support Department (see Table 2). Remaining Contracting Organizations are assessed by representatives of the PP HSEQ Service.

Table 2. Distribution of roles during assessment of the Contractors' compliance with HSEQ requirements for special and hazardous work

	HSEQD	HSEQS	TRD
Installation, dismantling of scaffolding, including suspended scaffolds	X		
Removal of asbestos-containing insulation and materials	X		
Works at height with the use of rope or sling access, including works for inspection and maintenance of chimneys	X		X
Underwater and diving works associated with diving of people	X		X
Other works		X	

Verification of the contracting organization for compliance with the HSEQ requirements is carried out both in performance of one-time works, and in the process of qualifying the supplier for work performance within the commodity group. Qualification of contractors for commodity groups is organized by the Procurement Directorate in accordance with Procedure No. 0167-OP-PRC "Suppliers' Qualification".

Following the results of the qualification on the basis of the expert examination of the documentation on the safety system and the data sheets filled out after visits of the contractor, the Procurement Department makes a decision to award the contractor the status of qualified for a particular supply group. The status of "qualified" does not exempt the contractor from the obligation to maintain the safety management system at the level required by the Company.

In the process of performing works in the territory of the Company, periodic inspections of the contractor's compliance with safety requirements are carried out with execution of the Contractor's Inspection Report (Annex 10 to the Procedure).

The contractor's inspection report approved by the PP Manager serves both to register the revealed violation by the contractor for inclusion in the SAP system "Occupational Health and Safety" in accordance with Procedure No. 0274-OP-HSEQ "Organization of inspections in health, safety, environment and quality", and as a written document for application of liability measures (penalties for violation of the HSEQ requirements) to the Contractor in accordance with the terms and conditions of the contract.

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7.1.4. Company's environmental requirements for contracting organizations

The Requesting Unit when drawing up the Purchase Technical Specification for performance of works / rendering of services shall determine whether or not the activities of contractors and subcontractors have a negative impact on the environment. The decision that the activities of contractors and subcontractors do not have a negative environmental impact (NEI) shall be agreed with the Head of Environment / Environmental Manager of the PP.

Annex 4 sets forth the Company's environmental requirements for contractors and subcontractors performing maintenance, construction and installation, other works in the Company's territory, when negative environmental impact is possible, and that are included in the Purchase Technical Specification for performance of works, when it is developed on the basis of the selective principle, depending on the type and conditions of work. If required (depending on the works performed/services rendered), additional requirements are specified in the Purchase Technical Specification.

These requirements to contractors and subcontractors do not apply to organizations that perform work / render services in the territory of the Company without rendering a negative environmental impact (preparation of documentation, consulting services, sampling for analysis, etc.), as well as performing works / rendering services outside the territory of the Company. The Company's environmental requirements to such contractors and subcontractors are set out in Annex No. 5 to the Procedure and shall be included in the Purchase Technical Specification for performance of works / rendering of services attached to the relevant contract.

The Company's environmental requirements to suppliers are set out in Annex No. 6 to the Procedure.

The Procurement Department provides information to potential contracting organizations about the Company's environmental requirements and documentation that shall be submitted for expert examination of the contractor's compliance with these requirements.

The Company's environmental requirements in performance of works / rendering of services, the list of measures to monitor compliance with these requirements in the process of performing works / rendering services and the Contractor's responsibility for violations of environmental requirements shall be contained in the relevant sections of contractor / service agreements.

The Company's environmental requirements are periodically reviewed and updated.

7.1.5. Company's requirements for contracting organizations in quality assurance

The Company's requirements in quality assurance to Contractors and Subcontractors performing works / rendering services / rendering services / supplies are set out in Annexes 7 and 8 and shall be included by the Requesting Unit in the Purchase Technical Specification.

The Company's requirements for the form and content of Quality Control Plans and Schedule of Activities within the QCP are given in Annex 8.

7.2 SELECTION OF THE CONTRACTING ORGANIZATION, ANALYSIS OF CONFORMITY OF THE CONTRACTING ORGANIZATION WITH HSEQ REQUIREMENTS

7.2.1. Selection of the contracting organization for contract conclusion

Selection of the Contracting Organization for contract conclusion includes:

- determination of the need for works and services;
- analysis of the state of the HSEQ systems of the Contracting Organization.

Need for works/services of the contracting organization shall be determined by the Requesting Unit.

When analyzing the state of health, safety, environment, as well as the quality control system of the contracting organization, the Requesting Unit shall take into account:

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- types of works performed;
- equipment used;
- weather/seasonal requirements;
- schedule of works/services/supplies;
- interaction with other works at the industrial site;
- requirements for placement at the industrial site;
- arrangement of first aid and evacuation;
- requirements for permits and licenses;
- conformity of qualification and necessary training of the personnel involved in the performance of works (in accordance with the rules for this type of work).

The Requesting Unit and the representative of the PP HSEQ Service (or the HSEQ Directorate for highly hazardous works) shall analyze compliance of the documents provided by the Contractor and the Contractor's (Subcontractor's) Declaration of Conformity with the H&S requirements of PJSC Enel Russia (in accordance with Annex No. 9 to the Procedure).

In order to analyze the compliance with the requirements, at this stage the contracting organization shall provide information on systematic quality control (incoming material and equipment control, management of inconsistencies and rejections, corrective and preventive actions) within the procurement procedure.

Based on the submitted materials, the analysis of the compliance of the contracting organization with the requirements is made and a decision is taken as to the expediency of further conducting the procurement procedure for concluding the contract.

7.2.2. Evaluation of the preparedness of the contracting organization for performance of works complying with the Company's health and safety requirements

If the contracting organization is selected as the winner and the relevant contract for performance of works/rendering of services is concluded with PJSC Enel Russia, the terms and conditions of the contract shall contain requirements concerning the contractor's obligation to provide the documentation stated in the Declaration (in accordance with Annex No. 9 to the Procedure) no later than 10 business days before the commencement of work/services indicated in the contract. This documentation is mandatory for the Contractor's admission to the PJSC Enel Russia power plants to perform work/render services.

Submitted documentation for compliance with the previously submitted Declaration is assessed by the Requesting Unit and representatives of the PP HSEQ Service.

The Requesting Unit shall ensure and bear responsibility for preventing the Contractor from performing works/rendering services under the contract, in case the submitted documentation does not comply with the Declaration, the terms and conditions of the Contract (including the Purchase Technical Specification).

The Requesting Unit shall provide documentation to the PP HSEQ Service / HSEQ Directorate as a single package structured according to the items of the Declaration (in accordance with Annex No. 9 to the Procedure).

7.2.3. Involvement of subcontracting organizations

Subcontracting Organizations are involved by the Contracting Organization in accordance with the Procedure of PJSC Enel Russia No. 0260-OP-GEN "Management of Contractors (their Subcontractors) within Performance of Contracts for Works/Services/Supplies for PJSC Enel Russia".

If Subcontracting Organizations are involved, all requirements to the Contracting Organization shall apply to the Subcontractors involved.

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

7.3 PROCEDURE OF THE CONTRACTOR'S ADMITTANCE TO WORK AND ORGANIZATION OF SAFE PERFORMANCE OF WORK

A. Sending by the Contractor of a letter of enquiry for provision of the contractor's/subcontractor's employees with the rights in the PTW system

Prior to commencement of works/services under the relevant contract, the Contractor shall be informed in writing by the Requesting Unit of the following procedure of the Contractor's admittance to work or the terms and conditions of the contract with the Contractor shall contain the following:

- The Contractor shall send to the PP Manager no later than 10 business days prior to commencement of works/services, an application for provision of the contractor's/subcontractor's employees with the rights in the PTW system. The letter of enquiry shall include the following information:
 - contract details and information about types of works;
 - full name, position (profession) of employees, their qualification, rank, electrical safety group, rights in the PTW system;
 - full name, birth date and position of employees for whom passes are requested, as well as the period of validity of the passes;
 - contact details of persons responsible for safe organization of works in the territory of the PP;
 - list of equipment used in the territory of the PP (type and identification numbers of the delivered equipment) specifying the person responsible for operating condition of the equipment, the period of its use;
 - above data, in case of involving a subcontractor agreed by the Procurement Department of the Company, for performance of works under the relevant contract (agreement) with the Company (if applicable);
 - copy of the final act of the medical organization that carried out obligatory periodic medical examination of the personnel of the contractor involved for works under the contractor agreement or opinion following results of preliminary medical examination, if the term of periodic survey did not come yet (Order of the Ministry of Health and Social Development of the Russian Federation No. 302H dated April 12, 2011);
 - Copies of effective protocols of knowledge verification, labor protection, special requirements of occupational health, fire safety rules, safety of managers, specialists and workers involved at the facility;
 - documentation specified in the Contractor's Declaration of Conformity to the H&S requirements of PJSC Enel Russia.

B. Consideration of the letter of enquiry

The PP Manager receives a letter of enquiry from the Contractor to provide employees of the contractor/subcontractor with rights in the PTW system and sends the letter of enquiry to the Requesting Unit with a resolution on the decision taken (to accept / reject).

C. Processing of the letter of enquiry

The Requesting Unit checks **within 3 (three) business days** upon receipt of the letter of enquiry submitted by the Contractor with applications for compliance with the Purchase Technical Specification, the contract, the HSEQ requirements.

If the package of documents meets the above requirements, the Requesting Unit sends the documents to the HSEQ Service.

If the package of documents does not meet the above requirements, the Requesting Unit interacts with the Contractor to eliminate inconsistencies.

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

D. Verification of the letter of enquiry

The HSEQ Service checks the Contractor's letter of enquiry submitted by the Requesting Unit with the applications for compliance with the HSEQ requirements and, **within 3 (three) business days**, makes a conclusion on the compliance of the Contractor's documentation with the HSEQ requirements.

If the package of documents does not meet the above requirements, the employee of the HSEQ Service returns the package of documents to the Requesting Unit for arrangement of work to eliminate inconsistencies.

E. Preparation of application for a pass for Contractor's / Subcontractor's employees

After receiving information from the HSEQ Service on compliance of the Contractor's/Subcontractor's documents with the HSEQ requirements, the Requesting Unit draws up an application in the EDMS for issuing to the Contractor's/Subcontractor's employees of single-use passes for an induction briefing and temporary passes for the period required to perform work under the contract, to employees of the contracting organization that have passed induction briefing on health and safety, fire safety, environmental protection, and issuing passes for the passage of vehicles and special equipment.

F. Issuance of a pass to the territory of the PP to the Contractor's / Subcontractor's employees for the induction briefing

The Security Group of the PP prepares passes for a one-time entry of the Contractor's/Subcontractor's employees into the territory of the PP for an induction briefing on the basis of an application in the EDMS. The entry of Contractor's/Subcontractor's employees into the territory of the PP with a single-use pass is allowed only accompanied by the Requesting Unit.

G. Carrying out of the induction briefing for Contractor's/Subcontractor's employees

Contractor's/Subcontractor's employees shall be accompanied by the Requesting Unit to the HSEQ Service for an induction briefing on health and safety, fire safety, environment and quality.

The induction briefing is conducted in accordance with the requirements of PJSC Enel Russia.

During the induction briefing, the Contractor's/Subcontractor's employees shall be familiarized with the local HSEQ regulations of the Company, main risks and significant environmental aspects of the PP.

The Contractor's/Subcontractor's employees shall present: an identity card (passport), certificates of assessment of knowledge of regulatory documents on occupational health and fire safety, certificates for the right to perform special works. These documents shall comply with the documentation provided in the Contractor's application.

The briefing ends with the procedure for testing employees on the briefing issues by means of oral examination, and executive persons - by cards with questions or computer programs. Upon completion of the briefing and successful testing by the Contractor's/Subcontractor's employees an employee of the PP HSEQ Service who conducted the induction briefing on health and safety, fire safety and environment shall:

- issue to the Contractor's/Subcontractor's employees a special attachment to the knowledge assessment certificate (insert) with information on the conduct of briefings to the Contractor's/Subcontractor's employees (Annex No. 12 to the Procedure).
- make a note in the EDMS about the induction briefing carried out that is the basis for issuing a temporary pass to the Contractor's/Subcontractor's employees according to the application in the EDMS;
- prepare an administrative document on the granting of rights to the Contractor's/Subcontractor's employees in the PTW system of PJSC Enel Russia PP and send it to the PP head for approval.
- send a copy of the administrative document on the granting of rights to the Contractor's/Subcontractor's employees in the PTW system of PJSC Enel Russia PP (or a letter with the PP head's resolution) within one (1) business day after the document is registered by e-mail to

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

the contractor and workplaces of operational personnel of the PP. It is allowed to host the administrative document in a certain place on the server of PJSC Enel Russia, available to the contractor and the operational personnel.

The Contractor's/Subcontractor's employees who failed to present a certificate (valid and meeting the state regulatory requirements) on knowledge examination as regards regulatory documents for occupational health and safety, fire safety, a certificate to perform special works, or employees who had unsatisfactory knowledge when testing shall be rejected the right to work under permits-to-work and administrative orders as responsible persons until the identified deviations are eliminated.

H. Arrangement of temporary pass for Contractor's/Subcontractor's employees for the duration of contract works

The Contractor's/Subcontractor's employees, who underwent the induction briefing on occupational health and safety, fire safety, shall be issued temporary passes for the period of works performance under the contract, and passes for vehicles and special equipment; this passes issue shall be arranged by the PP Security Group on the day of passing the induction briefing.

I. Conduct of Induction Briefing for the Contractor's/Subcontractor's employees

Prior to works commencement under the contract the Requesting Unit shall arrange for initial briefing at the workplace for the Contractor's/ Subcontractor's employees, in the course of this briefing they shall be familiarized with the risks, safety measures and procedure of interaction with the unit personnel as regards issues of works performance at the workplace. A note on the briefing held shall be recorded in the "Log of briefings for contractor's employees at the workplace", it shall be signed by the person, who held the briefing and the person, who underwent the briefing; it shall also be noted in the supplement to the knowledge assessment certificate of the Contractor's / Subcontractor's personnel (insert to the certificate) by the signature of the person who held the briefing. The Contractor's / Subcontractor's personnel that did not undergo initial briefing at the workplace shall not be allowed to work in the territory of the Company.

J. Work authorization of the Contractor/Subcontractor

The Requesting Unit, Operation Personnel shall arrange for the Contractor's/Subcontractor's personnel authorization for works according to applicable regulatory legal acts of the Russian Federation, Operating Instructions No. 0257-OI-HSEQ "Permit-to-work system" and other local regulatory acts of the Company applicable in part not contradicting the laws of the Russian Federation.

Subject: Interaction with suppliers and contractors on HSEQ issues

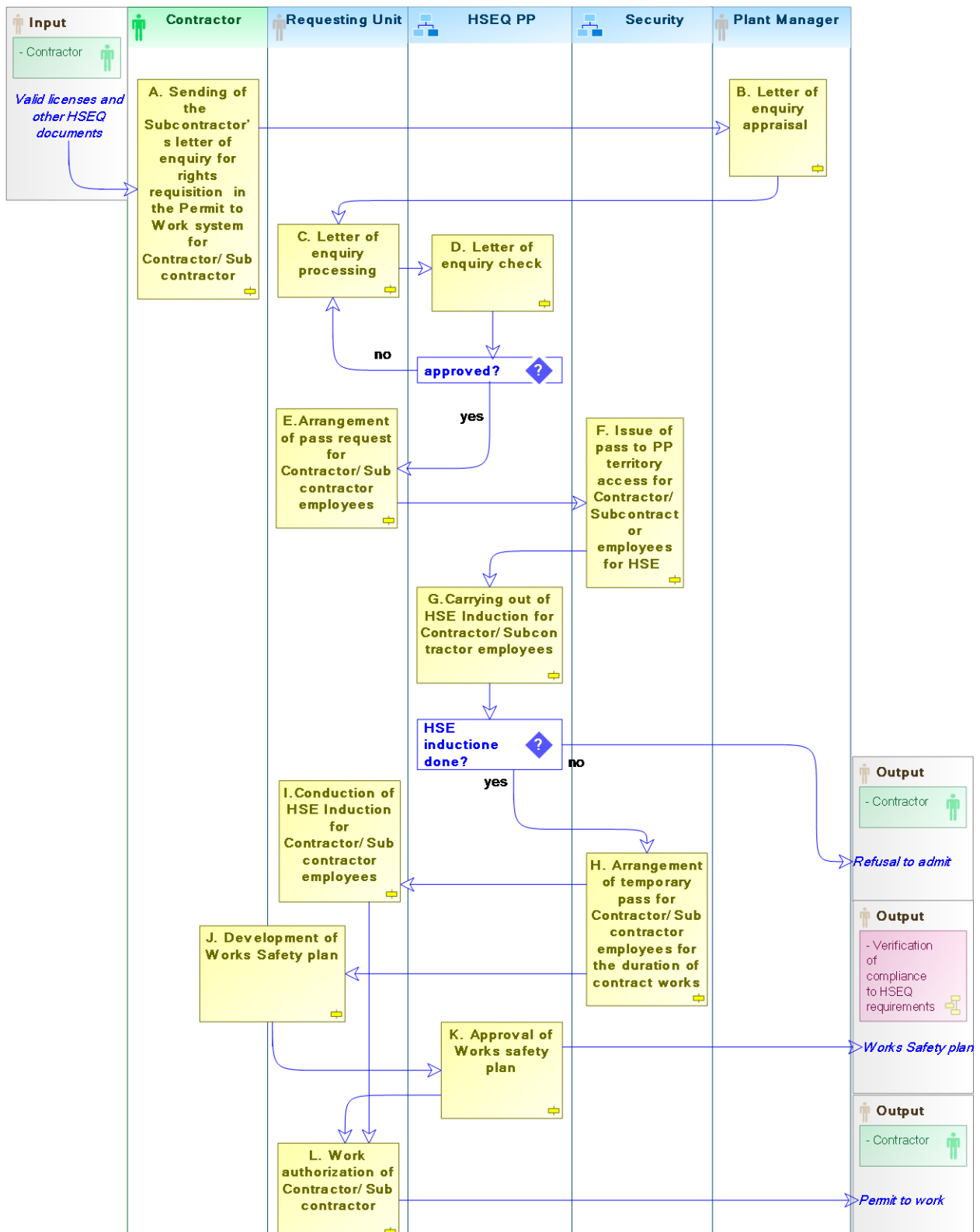
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*



Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

7.4 VERIFICATION OF COMPLIANCE WITH HEALTH AND SAFETY REQUIREMENTS DURING THE PERFORMANCE OF WORK / RENDERING OF SERVICES

A. Conduct of inspection for HSEQ compliance

The Company shall control compliance with HSEQ requirements by contractors and subcontractors by conducting regular inspections by the authorized personnel (hereinafter - the "inspection"). The frequency of inspections depends on the type of the works performed and the analysis of results of previously held inspections of the contracting organization. The Contractor/Subcontractor is not always informed about the place and time of inspection beforehand.

Inspections shall be carried out by the following authorized Company personnel:

- Company executives;
- Heads of organization units;
- Maintenance Service specialists (technical assistants);
- Chief Specialists for Operation and operations supervisors;
- PP HSEQ Service employees;
- HQ HSEQ employees.

Authorized personnel of the Company shall inspect the works performed by Contractors/Subcontractors in part of their compliance with the occupational health, safety and other requirements specified in contracts for works performance/services rendering. The inspection of the Contractor/Subcontractor shall be performed using the Contractor's Inspection Report (Report) (in accordance with Annex No. 10 to the Procedure).

In accordance with the terms and conditions of the concluded contract, in case of revealing the Contractor's / Subcontractor's violations, the inspector shall be entitled to demand immediate elimination of violations and to suspend the work until the violations are eliminated.

It must be immediately reported to the PP HSEQ Service about the necessity to stop the work performance and the reasons.

Staying at the site of works performance / services rendering under the contract of persons with signs of alcoholic or narcotic intoxication is not allowed.

Should the Contractor's employee be found with signs of alcoholic, toxic or narcotic intoxication at the check point or in the PP territory, it is required to act pursuant to Operating Instruction No. 0232-OI-HSEQ "Alcotesting system" and local documents of the PP.

B. Arrangement of Contractor's Inspection Report

Each inspection of the contractors' and subcontractors' compliance with the H&S requirements shall be formalized by the Contractor's Inspection Report (hereinafter - the "Report") (in accordance with Annex No. 10 to the Procedure).

The inspector shall record violations committed by the Contractor / Subcontractor in the Report.

The footnote to the Report contains a detailed description of each violation with references to relevant standards and rules, whose requirements are violated by the Contractor, and the signatures of the inspector and the authorized representative of the Contractor / Subcontractor (the supervisor or the foreman) are put. If the Contractor's / Subcontractor's representative refuses to sign the Report, with the indicated violations of the H&S requirements, the inspector shall record it in the Report on refusal of the Contractor's representative to sign the Report and record violation using a camera. The Contractor's / Subcontractor's representative shall be entitled to sign the Report specifying its opinion on the revealed violation.

Corrective measures designed to eliminate identified violations are recorded in the Report.

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***C. Accounting and registration of the Contractor's Inspection Report**

Accounting and registration of inspections is made by a person, who verifies the compliance of contractors and subcontractors with the H&S requirements, in accordance with Procedure No. 0274-OP-HSEQ "Organization of Inspections in Health, Safety, Environment and Quality".

D. Approval of the Contractor's Inspection Report

In case of violation of the H&S requirements, the Report shall be sent (on the day of execution) for approval to the PP Manager, who within 10 (ten) business days shall make a decision on the application or non-application of sanctions to the Contractor.

If a decision is made not to apply sanctions to the Contracting Organization, the PP Manager shall indicate the reason for the substantiated refusal in the resolution.

The Report with the resolution of the PP Manager shall be sent to the responsible person under the contract. A copy of the approved report (if any, with pictures of the revealed violations) shall be sent by the responsible person under the contract to the PP HSEQ Service, the Procurement Department, the PP Legal Group, and to the contractor performing the relevant works under the contract, and if the violation concerns a subcontractor, the Report shall also be sent to the subcontractor to carry out corrective actions.

A letter sent to the Contractor / Subcontractor shall include a request to provide information on the actions taken to eliminate the violations to the PP HSEQ Service and the unit responsible for the execution of the contract.

If during the inspection it is established that any employee(s) of the Contractor / Subcontractor interfere(s) with the operation of the Customer's operating equipment; or illegally removes fences, locking devices, locks, prohibiting and warning posters, or the Contractor's / Subcontractor's employee is intoxicated (hereinafter - the "worker-violator"), the PP Manager shall make a decision on cancellation (blocking) of the pass of the worker-violator to the PP territory.

E. Preparation of information for application of penalties

After receiving the Report with the PP Manager's resolution on penalties imposition the responsible person under the contract shall, within one business day, initiate the procedure of the Contractor/Subcontractor bringing to responsibility subject to the contract terms and conditions and Procedure No.0085-OP-LCA "On the Claim Work Procedure".

The penalty rate shall be determined by the contract and depends on the severity of violation committed by the Contractor (its Subcontractor). Severity level of violations is determined in accordance with the corresponding section of the Contractor's Inspection Report (in accordance with Annex No. 10 to the Procedure).

In case of taking decision on cancellation (blocking) of the Contractor/Subcontractor employee's pass, the head of the unit who requested the pass for this employee shall send to the PP Security Group within 1 business day a request to cancel (block) the pass of this employee.

F. Accounting for and monitoring of implementation of corrective actions

The PP HSEQ Service carries out accounting and control of implementation of corrective actions to eliminate violations of the H&S requirements.

Subject: Interaction with suppliers and contractors on HSEQ issues

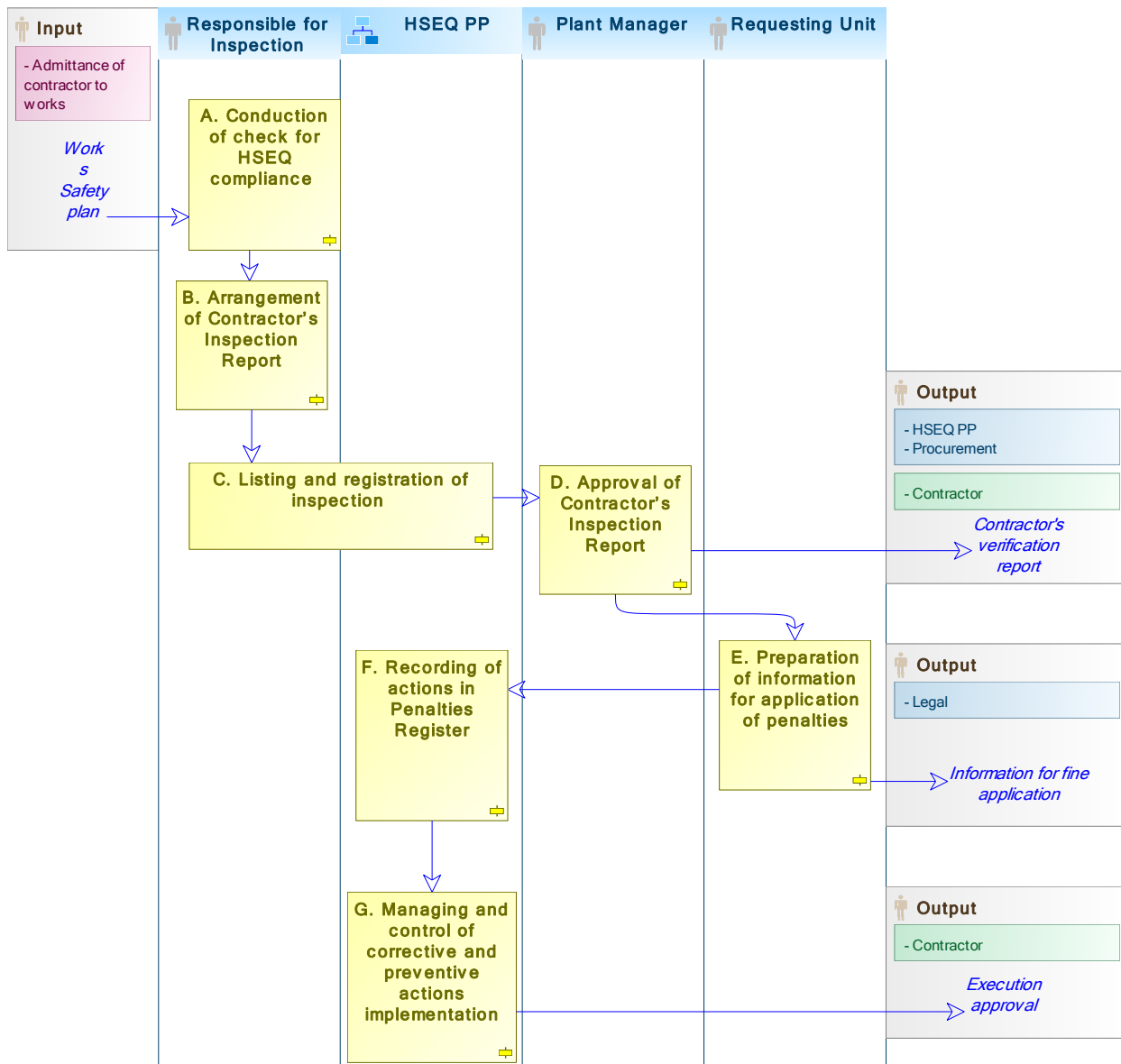
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*



Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEXES

ANNEX 1. HEALTH AND SAFETY REQUIREMENTS TO CONTRACTORS (SUBCONTRACTORS) FOR WORKS PERFORMANCE (ENGINEERING AND CONSTRUCTION, MAINTENANCE WORKS)

1. GENERAL PROVISIONS

Purchase Technical Specification for performance of works (engineering, construction, maintenance and similar work) shall contain the following requirements of PJSC Enel Russia (the Customer) and obligations of the Contractor:

- 1.1. The Contractor shall prove availability (by itself and its Subcontractors) of occupational health and safety system that meets the requirements of the applicable laws of the Russian Federation. For this purpose, the Contractor shall provide the following documents:
- 1.2. List of documents to be submitted by the Contractor (Subcontractor) in the course of the procurement procedure:
 - Copy of report and certificate of completion of knowledge examination of occupational health and safety requirements of Company Head;
 - Copies of certificates on attestation by Rostekhnadzor for managers and executives responsible for organization and safe performance of works according to the works specified (in case of works at hazardous production facilities, hydraulic facilities or use of hoisting devices);
 - Copy of the document confirming "Actual results of special assessment of working conditions (job card) of workers specified for performing works at PP of PJSC Enel Russia;
 - Declaration of compliance of the Contractor (Subcontractor) with the Health and Safety Requirements of PJSC Enel Russia in the form of Annex No. _____ to the Contract (Annex No. 9 to Procedure of PJSC Enel Russia No. 522 "Interaction with Suppliers and Contracting Organizations in HSEQ").
- 1.3. No late than 10 business days prior to commencement of works/services specified in the Contract the Contractor shall provide to the Customer (power plant of PJSC Enel Russia) the copies of documents signed by the duly authorized technical manager of the Contractor specified in the Contractor's (Subcontractor's) Declaration of Compliance with the Health and Safety Requirements of PJSC Enel Russia that were earlier submitted by the Contractor (Subcontractor) (in accordance with Annex No. _____ to the Contract (Annex No. 9 to Procedure No. 522).
- 1.4. Thirty days before commencement of works/services specified in the Contract the Contractor shall provide the Method Statement (Maintenance Task List) for agreement to the Customer. After their agreement by the Customer's representatives one copy of each document shall be transferred to the Customer's representative.
- 1.5. All occupational health and safety, fire safety requirements related to the Contractor shall be applicable to subcontractors involved by the Contractor. The responsibility to the Customer for observance of safety requirements by the subcontractor's employees shall be assigned to the Contractor.
- 1.6. The Contractor shall familiarize its employees and subcontractor's employees with requirements of PJSC Enel Russia Procedure "On Internal Security and Access Policy" No. 0124-OP-SEC and Operating Instruction "Alcotesting System" No. 0232-OI-HSEQ, Procedure of PJSC Enel Russia No. 522 "Interaction with suppliers and contractors in HSEQ".

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

2. REQUIREMENTS TO CONTRACTORS IN THE COURSE OF WORKS PERFORMANCE (ENGINEERING AND CONSTRUCTION, MAINTENANCE WORKS)

The Purchase Technical Specification for performance of works (engineering, construction, maintenance and similar work) shall contain the following requirements of PJSC Enel Russia (the Customer) and obligations of the Contractor:

- 2.1. The Contractor shall ensure performance of works in compliance with legal acts, procedures, rules effective in the territory of the Russian Federation, and other laws of the Russian Federation that regulate occupational health and safety, fire safety, civil defense, prevention of natural and man-caused emergency situations and sanitary and epidemiological situations (hereinafter - the "H&S requirements"). The Contractor shall comply both with the requirements of Russian laws and international initiatives and projects of the Customer as regards HSEQ (e.g. participation in the Health and Safety Day at the PP), implementation of best practices and enhancement of production culture when performing works under the contract.
- 2.2. When performing works in the interests of the Customer and (or) in the territory of the Customer the Contractor shall be fully liable for its employees and subcontractor employees, third parties involved by the Contractor for works performance compliance with the requirements of occupational health and safety, fire safety, sanitary laws, civil defense laws, traffic rules of the Russian Federation and other applicable laws of the Russian Federation, laws of the constituent entities of the Russian Federation and shall observe in the territory of the Customer the production discipline, employees permitting procedure, procedure of special vehicles, other vehicles movement within the specified territory of the Customer and shall comply with employees permitting procedure for independent works performance established in the territory of the Russian Federation, ensure safe labor conditions at its production facilities, facilities of the subcontractor and third parties involved by the Contractor for works performance, ensure control over timely inspections and tests of the operated equipment, devices, machines and mechanisms.
- 2.3. The Contractor shall ensure presence of its own Health and Safety Department employees at the Facility, 1 inspector (specialist) per 50 Contractor's and Subcontractor's employees during the entire period of works performance. When the number of employees at Facility is from 5 to 50 employees, the Health and Safety duties can be entrusted to employee at the Facility who possess the required qualification. When the number of employees at Facility is less than 5, an employee of Health and Safety Department shall provide a schedule of the Facility visit with a frequency of at least twice a week, as approved by the Technical Supervisor. In case when repeated H&S requirements violations by Contractor (Subcontractor) with less than 50 employees at the Facility is revealed, there shall be ensured the presence of Company's own H&S Department employee.
- 2.4. The Contractor's Health and Safety Group shall control compliance with occupational health and safety, fire safety requirements by the Contractor's (Subcontractor's) employees.
- 2.5. The Contractor shall take immediate measures to eliminate violations in occupational health and safety, fire safety, as well as to eliminate the causes and situations that pose a threat to the life and health of employees.
- 2.6. The Contractor shall provide the Customer with a monthly report on works results of the Contractor and the Subcontractor concerning HSEQ for the last reporting period as regards works performed (services rendered) subject to the Contract.

The report shall contain the following information:

- Number of hours worked in the territory of the Customer by the contractor's and subcontractor's personnel;
- Information about industrial accidents;
- Report on elimination of HSEQ requirements violations recorded earlier;
- Information proving personal protective equipment availability for the personnel, as well as special clothing and special footwear according to the special clothing provision standards.

The report shall be submitted on or prior to the 5th day of the month following the reporting period.

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Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

2.7. The Customer shall reserve the right to hold at any time independent audits and control inspections as regards compliance with occupational health and safety, fire safety, taking measures to prevent natural or man-caused emergency situations; and compliance with the sanitary and epidemiological laws of the Russian Federation at the sites and facilities of contractual works and compliance with additional requirements of the Customer specified in the Purchase Technical Specification.

Violations found in the course of inspections and audits shall be recorded in the report signed by authorized representatives of the parties. If the Contractor refuses of executing (including signing) of the Report on violations of regulations, the Customer shall be entitled to record the violation with the camera, and such recording of violations will be sufficient proof of infringement by the Contractor (its subcontractors) of the requirements of regulations on occupational health and safety, industrial sanitation, technical documentation on fire safety and occupational health and safety requirements of the laws on environmental protection, environmental laws.

The report on revealing of violations of the health and safety requirements, the requirements of the laws on environmental protection, environmental laws and safety regulations by the Contractor's personnel, with the attached photographs of the violations revealed, is the basis for the Contractor's paying penalties stipulated by the Contract, regardless of the signature of the Contractor's representative on the specified report.

2.8. The Customer shall reserve the right to impose penalties (fines) for violations of or non-compliance with the requirements hereof.

The report on the committed violation executed by the Customer's representatives is the basis to charge the penalty. Other documents evidencing the fact of violation can be attached to the report on the committed violation provided that they are executed according to the established procedure: administrative offence report executed by competent authorities, report on medical examination and other evidence.

In case of repeated violations hereof the Customer shall be entitled to unilaterally terminate the Contract without reimbursing the Contractor for losses incurred due to the Contract termination.

2.9. Prior to works commencement the Contractor shall submit to the Customer documents on occupational health and safety, fire safety evidencing attestation of the engineering and technical personnel and workers, operability of machines/mechanisms used, etc., subject to the requirements of the applicable laws of the Russian Federation. The Contractor shall provide training for own employees and Subcontractor employees as regards H&S standards and requirements. All employees of the Contractor and subcontractors shall have certificates of examination of the H&S standards and requirements knowledge of the established form. The Customer shall be entitled to carry out random examination of knowledge, specified standards and requirements.

The Contractor shall permit to perform works at the Customer's facilities only to own employees or subcontractor employees, or other persons, including seconded ones, who underwent briefing and have the required certificates and qualification certificates according to the procedure set forth by the laws of the Russian Federation.

2.10. The Contractor shall ensure use of equipment, tools and devices according to the procedure set forth by the laws. All equipment used at the industrial sites of the Contractor and Subcontractor shall be duly certified and have permits according to the laws of the Russian Federation. Copies of such certificates or licenses shall be provided to the Customer's representatives to obtain permit for use in the territory of the Customer.

2.11. The Contractor shall provide its employees and the Subcontractors' employees involved with:

- technically operating equipment, tools and devices meeting the works performance conditions;
- first-aid means;
- primary fire-extinguishing means according to the applicable standards and requirements.

2.12. The Contractor shall immediately inform the corresponding representative of the Customer by phone (or any other means available) of the accidents, microtrauma cases, occupational diseases occurred to its employees and the Subcontractors' employees, as well as process disturbances, accidents, emergency situations, road accidents, serious incidents to the equipment that could be near misses. The Contractor

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

shall send the detailed notice in writing to the Customer before the end of the working day following the day of the incident.

- 2.13. The Contractor shall provide the Customer with the information about the number of persons involved into works in the Customer's territory and the number of man-days worked for the reported period including the reports for subcontractors.
- 2.14. When performing hot, fire and gas dangerous works the Contractor shall comply with the instruction requirements for all types of works applicable with the Customer and provided as of the works commencement date and ensure that they are adhered to by the Subcontractors' personnel involved.
- 2.15. The Contractor shall provide own and Subcontractor's personnel with relevant personal protection equipment (hereinafter - the "PPE") and collective protection equipment, and ensure its use based on the labor conditions, approved technology of work performance and legal and other requirements of the Russian Federation, and ensure its correct use.

Mandatory list of PPE for the Contractor's and Subcontractor's personnel when performing works at industrial facilities and in the Company's territory shall include:

- protective footwear;
- hard hat;
- goggles;
- work clothing;
- working gloves;
- hearing protection equipment;
- respiratory protective device (RPD).

Personnel that performs hazardous works being exposed to harmful production factors shall be additionally equipped with other protection equipment defined by the Contractor on the basis of the List of hazards and harmful production factors present at the places of works performance provided by the Customer before the commencement of works.

The Contractor shall ensure mandatory use of personal protective equipment by own and subcontractor's employees, visitors, seconded persons subject to industry standards of PPE issue and shall not permit the persons specified to perform works without PPE.

- 2.16. The Contractor shall not permit to work (dismiss from the work) employees, and in case of engaging the Subcontractor its employees as well, who appeared at the workplace (Facility) in a state of alcoholic, narcotic or toxic intoxication; take actions to prevent bringing and availability of any alcoholic, narcotic or toxic substances in the territory of the Facilities, except for substances required for production in the territory of the Facilities; immediately dismiss from the work own or Subcontractor's employees should any facts of employees with signs of alcoholic intoxication in the territory of the Customer facilities be found.
- 2.17. The areas of continuous hazardous production factors include: places next to non-insulated conductive parts of electrical installations; places at a distance of less than 2 m from unfenced height differences more than 5 m on platforms should protective fencing be unavailable or should protective fencing height be less than 1.1 m (including openings in walls in case flooring (covering) adjoins them on one side only, or should the lower edge of the opening be lower than the flooring as to the height at a distance of 0.7m); places where it is possible for maximum permissible concentrations in the air of the working area to be in excess. The areas of potentially hazardous production factors include: parts of territory next to the building (facility) being constructed; floors (tiers) of buildings and structures in one work zone over which structures or equipment is being installed (dismantled); areas of vehicles, equipment or its parts, tools movement; places above which cargoes are moved by cranes. Places of temporary or continuous presence of employees shall be beyond borders of dangerous areas. At borders of areas of continuous hazardous production factors the Contractor shall install protective fencing, and areas of potentially hazardous production factors - warning fencing and safety signs.
- 2.18. The Contractor shall ensure compliance with safety standards when performing works at height using scaffolding and staging.

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Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

- 2.19. When performing works in the interests of the Customer, including in the Customer's territory, its industrial and construction facilities, areas of work the Contractor shall:
- 2.19.1. Create safe labor conditions at workplaces for own employees and employees of other companies;
 - 2.19.2. Agree with the Customer in writing the involvement of subcontractors to perform works in the territory of the Customer;
 - 2.19.3. Should the Contractor involve third parties to perform contractual works the Contractor shall include terms and conditions provided for hereby into the contracts to be signed, and control their compliance. Subject to the Customer's request the Contractor shall submit copies of Contracts signed with third parties and should the Customer have any notes to the text that do not contradict the laws of the Russian Federation, introduce relevant amendments and supplements to the Contract;
 - 2.19.4. In cases provided for by the laws of the Russian Federation, prior to works commencement and according to the established procedure, develop and agree activities related to prevention and response to emergency situations subject to the applicable laws of the Russian Federation and equally of the constituent entity of the Russian Federation in the territory of which the works are performed, laws, construction standards and rules, standards related to population and territory protection against natural or man-caused emergency situations;
 - 2.19.5. Perform works related to development, implementation and maintenance in operating condition of efficient warning systems and actions in emergency situations at the facilities in conjunction with warning systems and actions in emergency situations at the Customer facilities, and in conjunction with Russian territory subsystems of warning and activities in case of possible emergency situations;
 - 2.19.6. Ensure required and sufficient measures of safety and protection of life and health for the personnel and population within hazardous facilities subject to the applicable laws;
 - 2.19.7. Provide each production facility, area of work where the servicing personnel is continuously present with round the clock phone (radio and phone) communication with a dispatch point (office) of the Customer;
 - 2.19.8. Provide for warning signs and inscriptions at workplaces and in all places of the industrial facility, where the person may be exposed to harmful and/or hazardous production factors;
 - 2.19.9. Provide for lighting of workplaces, facilities, passes and approaches to them during hours of darkness;
 - 2.19.10. Subject to the Customer's request and according to the procedure established by federal laws and other regulations of the Russian Federation, submit requested information executed according to the laws of the Russian Federation (certificates, certificates of compliance, equipment and materials datasheets, substances (materials) safety datasheets, sheets for material safe handling, technical specifications for equipment and materials, licenses, authorizations, test and examination certificates, licenses, opinions, sanitary and epidemiological opinions, certificates of the hazardous facility registration, insurance policies for hazardous facility, and other documents provided for by federal laws and other regulations of the Russian Federation);
 - 2.19.11. Perform hazardous works subject to the approved permit-to-work and Method Statement executed according to the established procedure;
 - 2.19.12. Immediately inform the Customer, control, supervision bodies, government authorities and other organizations provided for in Article 228 of the Labor Code of the Russian Federation on accidents, incidents, emergencies, fires and acts of God that took place at the work facilities;
 - 2.19.13. Subject to the Customer's request include the Customer's representative into the commission for incident, accident, emergency, fire investigation;
 - 2.19.14. Permit personnel to be present at the hazardous production facilities, should it be certified in safety according to the procedure established by the laws of the Russian Federation and have

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Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

undergone training and testing of safety and fire safety knowledge, having duly executed certificates on safety and fire safety examination with the date of last examination being specified;

- 2.19.15. Ensure compliance with labor and production discipline by own employees and subcontractor's employees, seconded persons when being at the Customer's territory;
- 2.19.16. Perform (at the facilities) internal control, production control and monitoring of occupational health and safety, fire safety, civil defense, sanitary condition according to the procedure established by the laws of the Russian Federation;
- 2.19.17. Send to industrial facilities, sites of the Customer engineering and technical employees and operating personnel that has no medical contraindications to works;
- 2.19.18. In a timely manner, within the terms agreed with the territorial department of Rospotrebnadzor perform regular medical examination of the employees according to the procedure established by the laws of the Russian Federation;
- 2.19.19. Fully support inspections of occupational health and safety, fire safety, measures related to sanitary laws supervision at the facilities performed by supervisory bodies and the Customer;
- 2.19.20. Ensure maintaining in clean, operating and safe condition of all structures (buildings, access roads, overpasses, fencing, warning alarm, signs and other facilities) used by the Contractor (Subcontractor) for works performance;
- 2.19.21. In case of possible emergency at the facility, where works are being performed, take immediate measures related to provision of safety for workers including suspension of works and evacuation of people, inform the Customer;
- 2.19.22. In case of accidents and emergencies perform investigation according to the procedure established by the laws of the Russian Federation, identify the cause of emergence, submit to the Customer a complete package of documents (copies) following the investigation results;
- 2.19.23. Reimburse the Customer for damage and expenses through the fault of the Contractor and (or) third party involved by the Contractor related to the accident management, laws violations, fire extinguishing, grids damaging, restoration, emergency recovery and maintenance works at the Customer's facilities, and penalties, payments and other expenses incurred by the Customer through the fault of the Contractor and/or third party involved by the Contractor;
- 2.19.24. Reimburse the Customer for all costs related to first medical aid and medical aid administration to employees of the Contractor and/or third party involved by the Contractor, if this aid was administered by the Customer or at the Customer's expense;
- 2.19.25. Perform works within the border of allocated land plots determined by the design documentation and the Admission Act;
- 2.19.26. Reimburse the Customer amount of not paid penalties and reimburse the damage charged by supervisory and controlling bodies that was caused by the Contractor and/or third party involved by the Contractor;
- 2.19.27. In cases provided for by the laws of the Russian Federation, comply with the procedure of construction, reconstruction, overhaul of the capital construction facilities, putting the same into operation subject to the laws of the Russian Federation. Construction, reconstruction, overhaul of the capital construction facilities shall be performed after obtaining permit for construction, if the obtaining of the construction permit is provided for construction, reconstruction, overhaul of the capital construction facilities;
- 2.19.28. In cases provided for in the laws of the Russian Federation, comply with the terms set forth by the laws of the Russian Federation for sending to the federal executive body, executive body of the constituent entity of the Russian Federation authorized to perform construction supervision of the notification of the construction, reconstruction, overhaul of the capital construction facilities commencement or of the terms of works completion that are subject to inspection;
- 2.19.29. Suspend the works until drawing up the reports on elimination of deficiencies identified by federal executive body, executive body of the constituent entity of the Russian Federation

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Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

- authorized to perform construction supervision in the course of construction, reconstruction, overhaul of the capital construction facilities;
- 2.19.30. Not permit the facility commissioning, should opinions of the federal executive body, executive body of the constituent entity of the Russian Federation authorized for state construction supervision be not available, if in the course of construction, reconstruction, overhaul of the capital construction facility the laws of the Russian Federation on urban development provide for the state construction supervision;
 - 2.19.31. In cases provided for in the laws of the Russian Federation, not operate the capital construction facility without authorizations for its commissioning, except for cases when for construction, reconstruction, overhaul of the capital construction facilities no construction permit is required;
 - 2.19.32. If required and within the authorities, according to the procedure established by the federal laws and other regulations of the Russian Federation, cut trees, bushes only after receiving all the required permitting documents according to the established procedure;
 - 2.19.33. Subject to the laws of the Russian Federation prior to works commencement in the territory and at the facilities of the Customer, the Contractor shall receive all required permits and certificates for contractual works performance, including for the equipment used, technical devices, accessories, and materials, have licenses to perform the licensed activity. Therefore, the Contractor shall be solely responsible for receipt of permits, certificates, licenses and shall receive the same at its expense according to the procedure established by the laws of the Russian Federation;
 - 2.19.34. The Contractor shall in a timely manner notify the Customer of the circumstances preventing contractual works performance;
 - 2.19.35. In cases provided for in the laws of the Russian Federation, pursuant to Article 10 of Federal Law No.116 "On Industrial Safety of Hazardous Production Facilities" have Emergency Plans on Localization and Mitigation of Accident Consequences.
 - 2.19.36. Prior to any works commencement in the territory and at the facilities of the Customer the Contractor shall take required measures to mitigate production risks and hazards, risks of production injuries, emergency situations occurrence and provide the Customer management with complete information on such risks;
 - 2.19.37. Not allow transfer, storage, distribution (including sale) of alcoholic, narcotic, toxic, psychotropic substances, explosive substances, weapons (including hunting) and ammunition; drinking, use of narcotic, toxic and psychotropic substances or being in state of alcoholic, narcotic or any other intoxication by employees of the Contractor, Subcontractor and (or) third party involved by the Contractor for works performance, in the territory of the Customer and other territories or facilities owned and (or) lawfully used by the Customer;
 - 2.19.38. In cases provided for in the laws of the Russian Federation, in the course of works performance comply with the requirements of the design documentation and regulatory documentation related to construction, technical procedures, mandatory requirements of standards and construction rules, other regulatory documents related to construction, including in the course of construction, reconstruction, overhaul of the capital construction facilities, including use of construction materials (products);
 - 2.19.39. Exclude use of asbestos-containing materials, including use of asbestos-containing construction materials (products);
 - 2.19.40. When performing works that affect capital construction facilities safety, comply with the minimum threshold requirements for the issue of the certificate of admission to the works that affect capital construction facilities safety;
 - 2.19.41. Avoid damage of electric networks (air, underground and underwater cable power lines, input and switchgears), including at the Customer's facilities;
 - 2.19.42. Comply with the electric networks security rules;

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Support and Management Function: -

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- 2.19.43. Comply with the established procedure of putting into operation of fuel and power consuming facilities and obtaining permit from bodies that perform state supervision at the specified facilities;
- 2.19.44. Not damage heat networks, fuel supply lines (air-pressure lines, oxygen supply lines, oil pipe lines, oil product pipelines, gas pipelines, condensate pipelines) or their equipment;
- 2.19.45. Comply with the rules for fuel, electric and heat power use, the Electrical Installations Code, electrical installations, fuel and power consuming installations, heat networks, facilities of storage, keeping, sale and transportation of energy carriers, fuel and their by-products;
- 2.19.46. Comply with the procedure of decommissioning the facilities for maintenance;
- 2.19.47. Comply with safety rules in the course of construction, operation or maintenance of main pipelines and not allow their putting into operation with technical faults;
- 2.19.48. Arrange work for road safety at the facility, where the works are performed subject to the requirements of regulatory legal acts of the Russian Federation and control compliance with the traffic rules of the Russian Federation by the Contractor's drivers, persons permitted by the Contractor to drive motor vehicles and other vehicles, and third parties involved by the Contractor to perform the works. In case of a road traffic accident at the facilities and sites of the Customer immediately inform the Customer in writing;
- 2.19.49. When arranging and performing works use only certified vehicles that underwent technical inspection and servicing according to the procedure established by the laws or other regulatory documents and technical documentation and equipped according to the procedure established by the laws, among other things with three-point seat belts for the driver and all passengers and completed with a spare wheel, a first aid kit, a fire extinguisher, a warning triangle;
- 2.19.50. Ensure control over the use of seat belts during the vehicle movement by drivers of the Contractor (or) third party involved by the Contractor;
- 2.19.51. Permit driving motor vehicles, tractors, self-propelled, road-building and other vehicles and equipment only to persons, who underwent pre-trip and after-trip medical examinations;
- 2.19.52. When performing works related to the motor vehicles use, comply with the schedule of work and rest of drivers set forth by the laws of the Russian Federation;
- 2.19.53. The Contractor shall stop for inspection motor vehicles, tractors, self-propelled, road-building and other vehicles and equipment of the Contractors, Subcontractors and third parties involved by the Contractor to perform contractual works subject to the request of the Customer's HSEQ Service employee and employees of security firms with which the Customer signed contracts. In addition, drivers of the motor vehicles, tractors, self-propelled, road-building and other vehicles and equipment of the Contractor, Subcontractor and third party involved by the Contractor to perform contractual works shall present the vehicle and documents requested for inspection;
- 2.19.54. Comply with the rules and standards of operation of tractors, self-propelled, road-building and other vehicles and equipment;
- 2.19.55. Comply with the requirements related to transport safety of transportation facilities and motor vehicles;
- 2.19.56. Comply with the established schedule of work and rest of drivers of freight motor vehicles or a bus that moves this vehicle;
- 2.19.57. When performing works, use motor vehicles (and trailers, other self-propelled, road-building and other vehicles) subject to state registration, registered according to the established procedure and that underwent technical inspection (examination) according to the procedure established by the laws of the Russian Federation;
- 2.19.58. Comply with the rules of installation of license plates for motor vehicles (and trailers to them, other self-propelled, road-building and other vehicles);

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Support and Management Function: -

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- 2.19.59. Permit to drive motor vehicles (and trailers to them, other self-propelled, road-building and other vehicles) only to persons who have documents provided for in the Traffic Rules of the Russian Federation and other laws of the Russian Federation;
 - 2.19.60. Not permit to drive motor vehicles, should they have faults or there are conditions under which it is prohibited to operate motor vehicles by the Traffic Rules of the Russian Federation and other laws of the Russian Federation;
 - 2.19.61. Not allow the transportation of not fastened passengers, if the motor vehicle design provides for seat belts;
 - 2.19.62. Not allow the motor vehicle driving to the drivers, who have no driver's license;
 - 2.19.63. Not allow the motor vehicle driving by the drivers in a state of alcoholic intoxication, transferring driving the motor vehicle to the person under alcoholic intoxication;
 - 2.19.64. Not allow exceeding the speed limit by the drivers;
 - 2.19.65. Not allow passing when a traffic-controller, a signalman or a security officer shows a prohibiting gesture;
 - 2.19.66. Comply with the rules of cargoes transportation, rules of towing and rules of oversize and heavy-load cargo transportation;
 - 2.19.67. Comply with the rules of hazardous cargoes transportation;
 - 2.19.68. Not allow use of labor of persons under eighteen to perform works with harmful and/or hazardous labor conditions, to perform underground works and to carry and move loads that exceed limits set for them;
 - 2.19.69. Ensure moving out of the Contractor's employees, as well as employees of other legal entities involved by the Contractor to perform works from the Customer's territory within 5 days upon contract expiration (termination).

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 2. HEALTH AND SAFETY REQUIREMENTS TO CONTRACTORS (SUBCONTRACTORS) FOR SERVICES RENDERING

1. GENERAL PROVISIONS

Purchase Technical Specification for performance of works/rendering of services shall contain the following requirements of PJSC Enel Russia (the Customer) and obligations of the Contractor:

- 1.1. The Contractor shall prove availability (by itself and its Subcontractors) of the occupational health and safety system that meets requirements of the applicable laws of the Russian Federation. For this purpose, the Contractor shall provide the following documents:
- 1.2. The list of documents to be submitted by the Contractor (Subcontractor) in the course of the procurement procedure:
 - Copy of the protocol and report on health and safety assessment of the Company's Director;
 - Copies of certificates on attestation by Rostekhnadzor for managers and executives responsible for organization and safe performance of works according to the specified works (in case of works at hazardous production facilities, hydraulic structures or use of hoisting devices);
 - Copy of document confirming "Actual results of special assessment of working conditions (job card) of workers specified for works performance at PP of PJSC Enel Russia;
 - Declaration of compliance of the Contractor (Subcontractor) with the Health and Safety Requirements of PJSC Enel Russia in the form of Annex No. _____ to the Contract (Annex No. 9 to Procedure of PJSC Enel Russia No. 522 "Interaction with Suppliers and Contracting Organizations in HSEQ".
- 1.3. No later than 10 business days prior to commencement of works/services specified in the Contract the Contractor shall provide to the Customer (power plant of PJSC Enel Russia) the copies of documents signed by the duly authorized technical manager of the Contractor specified in the Contractor's (Subcontractor's) Declaration of Compliance with the Health and Safety Requirements of PJSC Enel Russia that were earlier submitted by the Contractor (Subcontractor) (in accordance with Annex No. _____ to the Contract (Annex No. 9 to Procedure No. 522).
- 1.4. Thirty days before commencement of works/services specified in the Contract the Contractor shall provide the Method Statement (Maintenance Task List) for agreement to the Customer. After their agreement by the Customer's representatives one copy of each document shall be transferred to the Customer's representative.
- 1.5. All occupational health and safety, fire safety requirements related to the Contractor shall be applicable to Subcontractors involved by the Contractor. The Customer's responsibility for observance of safety requirements by the Subcontractor's employees shall be assigned to the Contractor.
- 1.6. The Contractor shall familiarize its employees and Subcontractor's employees with requirements of Procedure of PJSC Enel Russia No. 522 "Interaction with suppliers and contractors in HSEQ", Procedure of PJSC Enel Russia "On Internal Security and Access Policy" No. 0124-OP-SEC and Operating Instruction "Alcotesting System" No. 0232-OI-HSEQ.

2. REQUIREMENTS TO CONTRACTORS IN THE COURSE OF SERVICES RENDERING

The Purchase Technical Specification for rendering of services in the territory of the Customer's PP shall contain the following requirements of PJSC Enel Russia (the Customer) and obligations of the Contractor:

- 2.1. The Contractor shall ensure performance of works in compliance with legal acts, procedures, rules effective in the territory of the Russian Federation, and other laws of the Russian Federation that regulate occupational health and safety, fire safety, civil defense, prevention of natural and man-caused emergency situations and sanitary and epidemiological situations (hereinafter - the "H&S requirements"), by the Labor Code of the Russian Federation, laws on road safety, Federal Laws "On industrial safety of hazardous production facilities", "On fire safety", "On the sanitary-epidemiological welfare of population", "On civil defense", "On population and territories protection against natural and man-caused emergency situations",

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Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

and the Customer's requirements in part not contradicting the laws of the Russian Federation. The Contractor shall comply both with the requirements of the Russian laws and international initiatives and projects of the Customer as regards HSEQ (e.g. participation in the Health and Safety Day at the PP), implementation of best practices and enhancement of production culture when performing works under the contract.

- 2.2. When performing works for the benefit of the Customer and (or) in the territory of the Customer the Contractor shall be fully liable for its employees and Subcontractor's employees, third parties involved by the Contractor for works performance compliance with the requirements of occupational health and safety, fire safety, sanitary laws, civil defense laws, traffic rules of the Russian Federation and other applicable laws of the Russian Federation, laws of the constituent entities of the Russian Federation and shall observe in the territory of the Customer the production discipline, employees permitting procedure, procedure of special vehicles, other vehicles movement within the specified territory of the Customer and shall comply with employees permitting procedure for independent works performance established in the territory of the Russian Federation, ensure safe labor conditions at its production facilities, facilities of the Subcontractor and third parties involved by the Contractor for works performance, ensure control over timely inspections and tests of the operated equipment, devices, machines and mechanisms.
- 2.3. The Contractor shall comply with local regulatory acts of the Customer transferred by the Customer to the Contractor under the bilateral certificate in writing.
- 2.4. Subject to laws of the Russian Federation prior to works commencement in the territory and at the facilities of the Customer, the Contractor shall receive all required permits and certificates for contractual works performance, including for the equipment used, technical devices, accessories, and materials, have licenses to perform the licensed activity. Therefore, the Contractor shall be solely responsible for permits, certificates, licenses receipt and shall receive the same at its expense according to the procedure established by the laws of the Russian Federation;
- 2.5. The Contractor shall permit to perform works at the Customer's facilities only to own employees or subcontractor's employees, or other persons, including seconded ones, who underwent briefing and have the required certificates and qualification certificates according to the procedure set forth by the laws of the Russian Federation.
- 2.6. The Contractor shall not permit to work (dismiss from the work) employees, and in the case if the Subcontractor involves its employees as well, who appeared at the workplace (Facility) in a state of alcoholic, narcotic or toxic intoxication; take actions to prevent bringing and availability of any alcoholic, narcotic or toxic substances in the territory of the Facilities, except for substances required for production in the territory of the Facilities; immediately dismiss from the work own or Subcontractor's employees should any facts of employees with signs of alcoholic intoxication in the territory of the Customer facilities be found.
- 2.7. The Contractor shall ensure the use of equipment, tools and devices according to the procedure set forth by the laws. All equipment used at the industrial sites of the Contractor and Subcontractor shall be duly certified and have permits according to the laws of the Russian Federation. Copies of such certificates or licenses shall be provided to the Customer's representatives to obtain permit for use in the territory of the Customer.
- 2.8. The Contractor shall agree the list of materials used to perform the works under the Contract with the Customer.
- 2.9. The Contractor shall provide its employees and the Subcontractors' employees involved with:
 - technically operating equipment, tools and devices meeting the works performance conditions;
 - first-aid means;
 - primary fire-extinguishing means according to the applicable standards and requirements.
- 2.20. The Contractor shall provide own and Subcontractor's personnel with relevant personal protection equipment (hereinafter - the "PPE") and collective protection equipment, and ensure its use based on the

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Support and Management Function: -

Service Function: -

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labor conditions, approved technology of work performance, legal and other requirements of Russian Federation, and ensure its correct use.

Mandatory list of PPE for the Contractor's and Subcontractor's personnel when performing works at industrial facilities and in the Company's territory shall include:

- protective footwear;
- hard hat;
- goggles;
- work clothing (from general industrial pollution);
- working gloves;
- hearing protection equipment.

Personnel that performs hazardous works being exposed to harmful production factors shall be additionally equipped with other protection equipment defined by the Contractor on the basis of the List of hazards and harmful production factors present at the places of works performance provided by the Customer before commencement of works.

The Contractor shall ensure mandatory use of personal protection equipment by own and subcontractor's employees, visitors, seconded persons subject to industry standards of PPE issue and not permit the persons specified to perform works without PPE.

- 2.10. The Contractor shall provide the Customer with information about the number of persons involved into works in the Customer's territory and the number of man-days worked for the reported period, including the reports for subcontractors.
- 2.11. The Contractor shall immediately inform the corresponding representative of the Customer by phone (or any other means available) of the accidents, microtrauma cases, occupational diseases occurred to its employees and the Subcontractors' employees, as well as process disturbances, accidents, emergency situations, road accidents, serious incidents to the equipment that could be near misses. The Contractor shall send the detailed notice in writing to the Customer before the end of the working day following the day of the incident.

Application areasPerimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***ANNEX 3 HEALTH AND SAFETY REQUIREMENTS TO CONTRACTORS (SUBCONTRACTORS) FOR SUPPLIES****1. GENERAL PROVISIONS**

The Purchase Technical Specification to the supply contract shall contain the following requirements of PJSC Enel Russia (Customer) and obligations of the Supplier:

- 1.1. All occupational health and safety, fire safety requirements related to the Supplier shall be applicable to subcontractors involved by the Supplier. Responsibility to the Customer for observance of safety requirements by employees of the subcontractor shall be assigned to the Supplier.
- 1.2. The Supplier shall familiarize its employees and subcontractor's employees with requirements of Procedure of PJSC Enel Russia No. 522 "Interaction with contractors in HSEQ", Procedure of PJSC Enel Russia "On Internal Security and Access Policy" No. 0124-OP-SEC and Operating Instruction "Alcotesting System" No. 0232-OI-HSEQ.
- 1.3. In case of hoisting operations using hoisting equipment, the supplier shall develop and provide PTS before commencement of works.

2. REQUIREMENTS TO CONTRACTORS FOR GOODS SUPPLY

- 2.1. The Supplier shall ensure performance of works subject to the legal acts, regulations, rules and standards on occupational health and safety, fire safety (hereinafter - the "H&S requirements"), sanitary standards and rules effective in the territory of the Russian Federation.
- 2.2. The Supplier shall not permit to work (dismiss from the work) the employees, and in the case if the Subcontractor involves its employees as well, who appeared at workplace (facility) in a state of alcoholic, narcotic or toxic intoxication; take actions to prevent bringing and availability of any alcoholic, narcotic or toxic substances in the territory of the Facilities, except for substances required for production in the territory of the Facilities; immediately dismiss from the work own or subcontractor's employees should any facts of employees with signs of alcoholic intoxication in the territory of the Customer facilities be found.
- 2.3. Control compliance with the traffic rules of the Russian Federation by the Supplier's drivers, persons permitted by the Supplier to drive motor vehicles and other vehicles, and third parties involved by the Supplier to perform the works. In case of a road traffic accident at the facilities and sites of the Customer immediately inform the Customer in writing;
- 2.4. When arranging and performing works use only certified vehicles that underwent technical inspection and servicing according to the procedure established by the laws or other regulatory documents and technical documentation and equipped according to the procedure established by the laws, including completed with a spare wheel, a first aid kit, a fire extinguisher, a warning triangle;
- 2.5. The Supplier shall stop for inspection motor vehicles and other vehicles and equipment of the Supplier, subcontractors and third parties involved by the Supplier to perform contractual works subject to the request of the Customer's H&S employee and employees of security firms, with which the Customer signed contracts. In addition, drivers of motor vehicles and other vehicles and equipment of the Contractor, Subcontractor and third party involved by the Supplier to perform contractual works shall present the vehicle and documents requested for inspection;
- 2.6. Comply with the requirements related to transport safety of transportation facilities and motor vehicles;
- 2.7. Not allow the motor vehicle driving to the drivers, who have no driver's license;
- 2.8. Not allow exceeding the speed limit by the drivers;
- 2.9. Comply with the rules of cargoes transportation, rules of towing and rules of oversize and heavy-load cargo transportation;
- 2.10. Comply with the rules of hazardous cargoes transportation.

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 4 ENVIRONMENTAL REQUIREMENTS TO CONTRACTORS (SUBCONTRACTORS) PERFORMING WORKS WITHIN WHICH NEGATIVE IMPACT ON THE ENVIRONMENT (MAINTENANCE, CIVIL AND INSTALLATION, OTHER WORKS) IS POSSIBLE

The Purchase Technical Specification for performance of works shall include the following rights and obligations of the Contractor in part of compliance with the environmental requirements (if required, depending on the type and conditions of works performed, additional requirements are specified in the Purchase Technical Specification, and unacceptable requirements are excluded):

"During works performance in the territory of the Customer, the Contractor shall:

- ensure compliance with requirements of the laws as to protection of ambient air, protection of water and land resources, production and consumption waste management;
- perform works subject to design documentation, procedures;
- prior to commencing works under the Contract send to the Customer written contact information on the person responsible for environmental issues and compliance with requirements of the environmental laws;
- perform necessary activities on environmental protection and sustainable use of the territory;
- arrange in accordance with the terms agreed with the Customer by its own forces and expenses the removal of waste from materials and equipment as a result of maintenance activities to the waste accumulation places. Container locations are agreed with the Customer. Containers and accumulation sites used by the Contractor shall be marked accordingly (type of waste, affiliation (department or name of organization), inventory number, volume, tare weight, capacity, full name of responsible person, phone number). Use of unmarked containers in the territory of the Customer is prohibited. Container overflows are prohibited;
- arrange (if applicable) the accumulation of asbestos-containing wastes in hermetically sealed packages labeled "Caution Asbestos" separately from other industrial and household waste, within the timeframe, agreed with the Customer, by its own forces and expenses. Container locations are agreed with the Customer. If the integrity of the packaging is violated, it is allowed to eliminate the damage with adhesive tape. Workplaces where waste is accumulated are provided in sufficient quantities with removable packaging. The Contractor performs the accumulation of asbestos-containing waste until the formation of the shippable quantity;
- organize (if applicable) within the terms agreed upon with the Customer by its own forces and expenses the removal of industrial and domestic wastes from materials and equipment as a result of maintenance activities, under the contract between the Contractor and the Company that provides waste collection and transportation services and has a license for activities on collection, transportation, processing, utilization, neutralization, disposal of wastes of I - IV hazard classes. Provide the Customer with a copy of the license of the Company that provides waste collection and transportation services. Provide the Customer with a copy of the contract between the Contractor and the Company that provides waste collection and transportation services;
- arrange (if applicable) within the terms agreed upon with the Customer, by its own forces and expenses, the loading of industrial and household waste from materials and equipment as a result of maintenance activities, under the contract between the Customer and the Company providing waste collection and transportation services;
- organize (if applicable) within the terms agreed with the Customer by its own forces and expenses, the transfer of industrial and household waste from materials and equipment as a result of maintenance activities, under the contract between the Contractor and the Company accepting waste and having a license for collection, transportation, processing, utilization, neutralization, disposal of wastes of I - IV hazard classes. Provide the Customer with a copy of the license of the Company accepting waste. Provide the Customer with a copy of the contract between the Contractor and the Company accepting

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Support and Management Function: -

Service Function: -

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waste. Agree with the Customer upon the company, to which waste will be transferred for neutralization and disposal.

- provide monthly in a period by the 4th day following the reporting month a certificate on the amount of generated and transferred waste to the Companies accepting waste;
- fee for negative impact on the environment for disposal of wastes generated and transferred to specialized organizations, in accordance with Federal Law No. 7-FZ "On Environmental Protection" dated 10.01.2002 shall be paid by the Customer;
- provide (if applicable) by its own forces the transfer of waste ferrous and non-ferrous metals that appeared in the course of work, according to the act to the Customer to the designated place of waste accumulation;
- if required, obtain permits from authorized environmental bodies for emissions, discharges of pollutants, waste disposal;
- when using oil purchased at the Contractor's expense on the Customer's premises, provide a copy of the quality certificate or other manufacturer's document about the absence of polychlorinated biphenyls (PCBs) to the head of the unit where the work is performed;
- when using in the Customer's territory the materials purchased at the expense of the Contractor, provide to the head of the unit in which works are performed, copies of documents:
 - certificate of state registration of products in the Russian Federation or the States of the Customs Union according to the Unified List of the Customs Union;
 - certificate of quality of supplied products;
 - safety data sheet of chemicals (safety data sheet MSDS) according to GOST 30333-2007 "Safety data sheet of chemicals. General requirements";
 - expert opinion on compliance of products to Uniform Sanitary and Epidemiologic, Hygienic Requirements to goods subject to sanitary and epidemiologic supervision (control), Annex to the expert opinion;
 - specifications or other documents for manufacture of products (with the exception of GOST);
- reimburse the Customer for the amount of penalties imposed on it by inspecting organizations for violations of environmental laws, as well as for excessive emissions, discharges of pollutants, disposal of waste in non-designated places caused through fault of the Contractor;
- ensure maintenance and cleaning of the facility (territory, work area) at the end of each shift. The acceptance by the Customer of the executed works is carried out only after proper performance by the Contractor of the responsibility for maintenance and cleaning of the territory in the place of performance of work or rendering of services;
- inform the Customer about all environmental incidents, emergency situations, preconditions for environmental incidents and violations of the rules relating to its working activity and take urgent measures to eliminate them;
- promptly inform the Customer about changes in conditions for generation of waste, increase in their quantity or formation of new wastes not provided for in the "Draft Waste Generation Standards and Waste Disposal Limits", a document on approval of waste generation standards and limits for their disposal.

The Contractor shall be entitled to:

- request from the Customer an instruction on handling wastes generated in the course of the Customer's activity, waste datasheets, document on approval of waste generation standards and limits for their disposal;

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Service Function: -

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- request from the Customer the contract between the Customer and the company accepting wastes, if the Contractor is involved in hoisting operations, removal of the Customer's wastes.

The Purchase Technical Specification for performance of works shall include the following Customer's rights and obligations (PJSC Enel Russia):

"The Customer shall:

- organize training of the Contractor's personnel on significant environmental aspects associated with the Contractor's activity and notify the Contractor of its Integrated HSEQ Policy . The HSE Policy is available for external stakeholders at:

https://www.enelrussia.ru/content/dam/enel-ru/documents/ru/интегрированная_политика_глобал_updated.pdf

- if it is required to provide support to the Contractor in defining the list, quantity of wastes, identification of wastes description according to the Federal Classification Catalogue of Wastes (FCCW) planned for generation in the course of works performance, services rendering.

The Customer shall be entitled to:

- inspect compliance by the Contractor's (Supplier's) activities with the requirements of regulatory acts in environment with execution of the reports on requirements violation; assist in legal inspections of the Contractors (suppliers) working in the territory of the Customer to be conducted by the state supervisory authorities;
- stop (prohibit) works performance by the Contractor, in case of repeated (two and more times) violations by the Contractor of the requirements of the environmental laws. In case the Contractor fails to eliminate the violation of the environmental laws within the terms set forth by the Customer (unless any other term is agreed between the parties) waive this Contract unilaterally and extrajudicially and claim the reimbursement of losses incurred.
- The Customer shall determine requirements to the Contractor's personnel: certain qualification or training during works performance required in compliance with the environmental laws. The selection of contractors shall to the extent possible be based on the competence in performance of the required work in a reliable and safe manner for the environment".

The Contractor's responsibility as to environment protection:

- The contracting organization is liable for compliance with the requirements of the laws of the Russian Federation as to protection of ambient air, protection of water and land resources, production and consumption waste management.
- The Customer shall be entitled to impose penalties for violation by the contracting organization of requirements of the laws of the Russian Federation in ambient air protection, land and water resources protection, production and consumption waste management pursuant to the contract terms:
- for joint waste accumulation without separation into hazard classes;
- for no labeling of containers for waste;
- for untimely removal of waste, overfilling of waste containers;
- for placing containers with waste in areas not provided for waste dumping;
- for waste accumulation at open areas unequipped for waste storage;
- for leaks of oil systems of vehicles and mechanisms onto soil, road surfaces, including falling into sewerage systems;
- for storage of oil- and petrol-containing materials on soil, ground surfaces, road surfaces without means providing protection from possible contamination of surfaces and storm runoff from the industrial site of the Customer.

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***ANNEX 5. ENVIRONMENTAL REQUIREMENTS FOR CONTRACTORS (SUBCONTRACTORS) PERFORMING WORKS/RENDERING SERVICES IN THE TERRITORY OF THE COMPANY AND/OR THE ADJACENT TERRITORY WITHOUT NEGATIVE IMPACT ON THE ENVIRONMENT**

The Purchase Technical Specification for performance of works/rendering of services shall include the following rights and obligations of the Contractor in part of compliance with the environment protection requirements:

When performing the works, the Contractor shall:

- ensure compliance with the requirements of the laws as to protection of ambient air, protection of water and land resources, production and consumption waste management;
- inform of all environmental incidents, emergencies, environmental near misses identified in the course of its activity in the territory of the Customer and take immediate measures for their elimination.

The Customer shall:

- arrange for the Contractor's personnel training in significant environmental aspects associated with the Contractor's activities,
- communicate to the Contractor main principles and approaches of the Integrated HSEQ Policy of the Customer. This Policy is available for external stakeholders at:
- https://www.enelrussia.ru/content/dam/enel-ru/documents/ru/интегрированная_политика_глобал_updated.pdf

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 6. ENVIRONMENTAL REQUIREMENTS TO SUPPLIERS

The Purchase Technical Specification to the supply contract shall include the following rights and obligations of the Contractor in part of compliance with the environment protection requirements:

When supplying goods to the territory of the Customer the Supplier shall:

- comply with the environmental laws, perform the supply reliably and without any risk for environment;
- ensure compliance with the requirements of the laws as to protection of ambient air, protection of water and land resources, production and consumption waste management;
- provide for removal of returnable containers owned by the Supplier used for Products within the terms agreed with the Customer.

After conclusion of the supply contract, the Supplier shall provide (if applicable) the following documents in the form of duly certified copies:

- material safety datasheet (MSDS) pursuant to GOST 30333-2007 "Material safety datasheet. General requirements" (when the supplier is changed);
- certificate of quality (certificate of conformity) of the products supplied for each shipment;
- Purchase Technical Specifications or other documents for the condition of manufacturing products;
- quality certificate, certificate of conformity or other manufacturer's document on the absence of polychlorinated biphenyls (PCBs) in oil;
- standard sample for determining the content of the main substance (possibly to be included in the cost of production);
- list of techniques required to control the technical characteristics of the reagent. When monitoring indicators on foreign control methods, provide a list of analogues of Russian methods;
- (foreign) control procedures in Russian (original or recorded copy), provided that indicators are monitored only by foreign methods (possibly to be included in the cost of production).

The material safety data sheet (MSDS) shall be in the following cases - when using, storing the following types of products:

- Chemicals and their mixtures - reagents for water treatment at water treatment units (acids, alkali, coagulants, decontaminating agents and components for their production), reagents for water correction in the water and steam cycle of GRES (aqua-ammonia solution, carbohydrazide, sodium phosphate, corrosion inhibitors), reagents for feed water correction prior to its supply to the district heating system (scale inhibitors, sodium silicate, etc.).
- Lubricating oils of all types and hydraulic fluids.
- Paints and solvents.
- Fuel oil.

The Buyer shall:

- communicate to the Supplier the Occupational Health and Environment Policy, arrange for the Supplier's personnel training in significant environmental aspects associated with its activities.

The Buyer shall be entitled to:

- stop (prohibit) the contract performance by the Supplier in case of repeated (two and more times) violations by the Supplier of the requirements of the environmental laws. In case the Supplier fails to eliminate the violation of the environmental laws within the terms set forth by the Supplier (unless any other term is agreed between the Parties) waive this Contract unilaterally and extrajudicially and claim reimbursement of losses incurred.

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 7. QUALITY REQUIREMENTS TO CONTRACTORS (SUBCONTRACTORS)

1. General information

1.1. The Contractor's management system shall meet at least the requirements of GOST R ISO 9001-2015. National standard of the Russian Federation. Quality management systems. Requirements" (approved by Order of Rosstandart No. 1391-cr dated 28.09.2015) and/or other similar standards applicable in Russia. The Contractor may not have a certificate of conformity issued by the certifying authority, but confirm the quality of process control, compliance with standards providing for mandatory requirements to the services rendered.

1.2. PJSC Enel Russia reserves the right to check the operation of the Quality System (if any or in case of unavailability of its certification) of the Contractor and, if required, Subcontractors/Subsuppliers by conducting checks or inspections of the quality management system (QMS). In case of discrepancies, PJSC Enel Russia shall be entitled to reject this Contractor from participation in the tender.

1.3. If cases of supply of poor-quality materials / equipment / spare parts are revealed, the Customer shall be entitled to conduct an unscheduled inspection of industrial sites of the Supplier / Manufacturer and its Subcontractors to determine root causes and/or to terminate contractual relations and/or not allow the Contractor to tender procedures thereafter.

1.4. The Contractor (Supplier) shall manufacture products / perform works / render services in accordance with the regulatory and technical documentation (RTD) specified in section No. [] of the Purchase Technical Specification "[]" dated [], as well as requirements of the Contractor's (Supplier's) Quality System.

1.5. The Contractor (Supplier) shall ensure that all contracts with subcontracting organizations involved contain quality assurance requirements in the scope of this Annex on quality. This requirement applies to contracts with Subcontractors.

2. Requirements for quality assurance documentation at the procurement procedure stage

2.1. At the stage of procurement of materials, equipment, and works performed in the territory of the Company's branches, the Supplier / Manufacturer / Contractor (hereinafter - the "Supplier") shall provide the Customer with the following documents:

- 2.1.1. Declaration of Supplier's compliance with the requirements of supplied products quality.
- 2.1.2. Self-Qualification Questionnaire containing mandatory annexes.
- 2.1.3. Copies of provided documents must be duly certified by the supplier.
- 2.1.4. The Customer shall reserve the right to check compliance of the stated requirements.

2.2. Supplier Self-Qualification Questionnaire (in accordance with the form of Annex No. 8 to Procedure of PJSC Enel Russia "Interaction with Suppliers and Contracting Organizations in HSEQ").

Self-Qualification Questionnaire (hereinafter - the "Questionnaire") shall contain specific information about documents (name, date and number) to ensure their identification and traceability. Information in the form of words "present", "available", as well as warranty obligations for providing information are considered by the Customer as not provided by or missing at the Supplier.

Self-Qualification Questionnaire shall not be provided for the services.

When delivering (manufacturing) in addition the Supplier shall provide to the Customer:

2.3 Certificate of state registration of products in the Russian Federation or the states of the Customs Union registered in the Unified Register of Customs Union Products Registration Certificates with the attachment of:

- Certificate of quality of delivered products with test reports;
- Purchase Technical Specifications or other documents for products (except for GOST).

Copies of the submitted documents shall be certified by the supplier accordingly.

The Customer reserves the right to check the conformity of the claimed requirements.

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

3. Requirements for quality assurance and quality control by the Supplier after conclusion of the contract (agreement, deed)

Requirement for Quality of Supplies (Manufacture) and Works Performed

3.1. For equipment, materials, works performed included in the scope of the Contract, the Supplier shall prepare and agree with the Customer an appropriate Quality Control Plan (hereinafter - the "QCP") specifying the type and scope of inspections and tests that shall be performed during manufacture, reconstruction and installation works.

The QCP form is given in Annex No. 8 to Procedure of PJSC Enel Russia "Interaction with Suppliers and Contracting Organizations in HSEQ".

The Supplier undertakes to submit QCP within 14 days as of the Supply Contract conclusion, and for the works performed QCP shall be submitted within 20 days before the beginning of expected works.

3.2. The Quality Control Plan submitted by the Supplier shall take into account the full scope of the equipment supplied and the work performed.

3.3. For various equipment, components, materials and semi-finished products, types of works under the same contract, the Supplier shall develop several QCPs in accordance with the activities carried out under the contract. The list of QCPs shall be agreed with the Customer before the beginning of production activities.

3.4. The quality control plan shall mandatorily include control measures provided for in applicable regulatory acts of the Russian Federation with respect to this type of equipment, materials and works, as well as control points provided for in the manufacturer's instructions, design and engineering documentation, local acts of the Supplier and the Customer.

3.5. Minimum requirements for the content of the QCP for equipment supply by the Supplier that may be supplemented in the contract:

- List of processes and control operations subject to supervision based on applicable legal requirements, list of applicable legal requirements to them;
- Number and status of control points, control terms, full cycle terms, methods and scope of control at control points;
- List of documents regulating the procedure of performance of actions (procedure for carrying out inspections and tests) and results of criteria assessment (drawings, specifications, standards, etc.);
- List of working instructions of the Supplier;
- List of documentation provided and transferred to the Customer during works performance;
- List of documents provided and transferred to the Customer after completion of works;
- List of required inspections and tests specifying the type of documentation, where the results are recorded (reports, acts, logs, etc.);
- Type of certification for each type of control (chemical analysis certificates, certificates for inspections and tests, etc.);
- List of the Supplier's employees specifying positions and full names of persons responsible for development of the QCP, agreement and approval of the QCP with the Customer and participation in agreement of the QCP control points with the Customer;
- List of the Supplier's employees specifying positions and full names of persons responsible for quality control when manufacturing products / performing works, including the control of measuring instruments and reference samples.

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***3.6. QCP Approval Procedure**

Within the term specified in the Contract, the Supplier shall send the Quality Control Plan (hereinafter - the "QCP") to the Customer for agreement. **Within 14 calendar days** upon receipt of the QCP, the Customer shall review the composition of planned control points, if required, supplement (correct) and specify the points to be conducted with participation of the Customer's specialists or third parties involved by it for verification. Quality Control Plans of subsuppliers, subcontractors, co-contractors can be provided later, within terms agreed with the Customer when approving the main Quality Control Plan.

3.7. If the test procedure is not specified in the design documentation or in the relevant standards, the Supplier shall submit its test procedure for agreement with the Customer.

3.8. The Quality Control Plan agreed by the Customer is mandatory for the Supplier.

3.9. Failure to comply with the actions provided for in the QCP is grounds for application to the Supplier of penalties in accordance with the terms and conditions of the Contract or unilateral termination of the Contract by the Customer.

3.10. All QCPs shall be signed and approved by responsible authorized persons of the company with the required authorities.

3.11. If amendments are introduced into the QCP during works performance / products manufacture by the Supplier, the content of these amendments or adjusted documents shall be sent to the Customer for agreement. **Within 14 calendar days** upon receipt of the documents, the Customer shall approve these amendments or provide a reasoned refusal of agreement with comments. The Supplier shall eliminate the Customer's comments within the period specified by the Customer. When introducing amendments in to the QCP, a new QCP shall be issued specifying the version number and the list of amendments introduced. The new version of the QCP shall be agreed and signed by all Parties (the Supplier and the Customer).

3.12. Monitoring of compliance with requirements specified in the QCP for equipment supply by the Supplier:

3.12.1. The Supplier shall provide the Customer with opportunity to visit the manufacturer's industrial site within the terms agreed by the Parties.

3.12.2. With regard to the supplied equipment / materials / spare parts, the Customer, when agreeing the Quality Control Plan, determines the monitoring activities to be performed at the place of manufacture of equipment with participation of the Customer's specialists or third parties involved. The Customer and the Supplier at the QCP agreement stage shall draw up the Schedule of Activities (hereinafter - the "Schedule") that is an integral part of the QCP.

3.12.3. The Supplier shall notify the Customer in advance (at least five business days, but no later than the period stipulated in the Schedule) of the place and time of such activities, the program of their carrying out, the documents to be drawn up based on their results, as well as regulatory acts (including standards) under which monitoring or testing will be carried out (Annex No. 8 Form of Quality Control Notification).

3.12.4. Based on the information received, the Customer confirms the participation of its representatives in the monitoring activity **no later than 3 (three) business days** before the start of the relevant inspection, or informs about the possibility of conducting an inspection without their participation **no later than one day** before the date of the monitoring activities, unless otherwise provided for in the Contract.

3.12.5. The Parties' correspondence by e-mail on the issues of sending notifications on monitoring activities, agreement of the QCP and all other issues related to implementation of the QCP shall be considered by the Parties to be legally binding, provided that it is possible to identify the addresses of senders and recipients of the message and to confirm by the relevant party the receipt of e-mail.

3.12.5. If confirmation of the presence of the Customer's representatives in the monitoring activities is obtained, but at the appointed time they did not arrive at the venue, the operation at the WP (witness point) according to the QCP and the Schedule continues, and operations at the HP (hold point) are delayed for additional **48 hours**, after that they continue regardless of the presence of the Customer's representatives. In this case, the

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

Customer accepts the results at the HP (hold point) on the basis of the accounting documentation during the inspection at the next control point that shall be reported to the Supplier.

3.12.6. During the inspection, the Supplier shall provide all documentation required to assess the inspection results, including but not limited to:

- datasheets and/or certificates for materials and components;
- accompanying product documentation;
- technical conditions;
- design, engineering and process documentation, instructions, documentation for measuring instrument, templates, appliances, reference samples;
- documents confirming the personnel qualification.

3.12.7. Based on the results of the monitoring carried out, the Supplier shall draw up the document provided for by the applicable standards, contract or the Quality Control Plan agreed by the parties. In case of participation in the monitoring activities of the Customer's representative (specialist), he/she shall sign this document or record in it the revealed deviations from the established requirements.

3.12.8. One copy of the package of documents executed following results of control activities shall be sent to the Customer or provided to the Customer's representative (in case of his/her participation in the inspection).

3.12.9. Final acceptance of the equipment (materials) by the Customer is possible only provided that the documentation confirming its compliance with the established requirements (certificate, declaration) and the complete package of documentation provided for in the applicable regulations and contract provisions (technical datasheet, safety justification, instruction manual for installation and operation, test reports, etc.) is submitted. In the absence of required documents, equipment (materials), works shall not be accepted.

QCP management, preparation of documents (reports), and approval of successful/unsuccessful passing of control points shall be specified in OI Materials and Components Quality Management, OI Supervision of Construction, Commissioning, and Maintenance Works.

4. Quality assurance when rendering services

4.1. In the course of services rendering, the Contractor shall organize all procedures related to ensuring the quality of the services provided for in the applicable regulatory acts, design documentation, instructions of the equipment manufacturer, terms and conditions of the contract.

4.2. The quality control plan for rendering of services is not developed, unless otherwise provided for in the Contract.

5. Quality control when supplying equipment from the Supplier that is not the Manufacturer

5.1. In cases, where the Supplier is not the manufacturer of equipment / materials / spare parts and the Customer agrees this supply, the Supplier shall provide documentation for equipment / materials / spare parts in the scope required by the legal standards of the Russian Federation, terms and conditions of the contract:

5.1.1. At the tender stage:

- **Quality Control Plan** of the Manufacturer and/or assembly checklists duly certified by the Manufacturer and the Supplier.

5.1.2. At the delivery:

- delivered products quality certificates with mandatory certification of GOST, OST, TU;
- documentation of tests performed required by the laws of the Russian Federation;
- instructions for use, datasheets.

6. Quality assurance involving subsuppliers / subcontractors

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

6.1. If third parties (subsuppliers, subcontractors) are involved in supplies (performance of works, rendering of services), the Contractor (Supplier) shall ensure the quality of obligations performed by them, including by monitoring the quality system they implement.

6.2. In the applicable cases, the quality control measures implemented by them shall be included in the Contractor's Quality Control Plan, and the Customer shall be provided with possibility to participate in monitoring activities in accordance with the procedure and on terms and conditions stipulated hereby.

6.3. All quality control requirements imposed by the Customer on the Contractor (Supplier) are of equal force in relation to the Subcontractors involved.

6.4. In addition, the Contractor (Supplier) shall ensure quality control of works / services / supplies of the Subcontractors.

7. Identification of inconsistencies in works / supplies / services

7.1. The Supplier shall provide the Customer with the opportunity to verify the progress and quality of performance of works and/or rendering of services under the Contract, check the quality of the supplied and used materials and equipment, the technical characteristics of the equipment manufactured, etc. in accordance with the terms of the Contract, as well as the terms and conditions of the documents developed by the Supplier and documents agreed with the Customer, including but not limited to the Quality Control Plan, Method Statement, maintenance task lists and annexes thereto.

7.2. According to cl. 7.1 above the Customer during the inspection shall be entitled familiarize itself with the documents that determine the procedure of works performance by sections of the QCP, maintenance task lists, Method Statements.

7.3. In addition, positive results of inspection, check and control do not relieve the Supplier of responsibility for proper performance of any obligations under the Contract.

7.4. All inconsistencies identified during the inspection shall be documented by the Customer by drawing up a corresponding non-compliance report. The Supplier shall sign the Inspection Report, and in case of the Supplier's refusal to sign the Non-Compliance Report (and/or the Inspection Report), a corresponding note shall be made in the Report.

7.5. The Contractor shall eliminate the discrepancy (defect) at its own expense and within the time frame specified in the non-compliance report.

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***ANNEX 8.1. Declaration of Contractor's (Subcontractor's) compliance with PJSC Enel Russia Quality requirements***On the Company's letterhead***DECLARATION OF CONTRACTOR'S (SUBCONTRACTOR'S) COMPLIANCE WITH PJSC ENEL RUSSIA QUALITY REQUIREMENTS**

Date: _____

Legal entity: « _____ » (further – the Company)

TIN № _____

Represented by official representative (Full name): _____,
(Full Name of the General Director)

Acting under: _____

Has been informed on the following:

- Operational Procedure № 522 "Interaction with Suppliers and Contractors in HSEQ" is in force in PJSC "Enel Russia" (available for familiarization on <https://www.enelrussia.ru/>).
- That document imposes obligations and liability on the Contractor when carrying out business and guaranteeing reliability, integrity and transparency in Company's operations;
- The objective of PJSC "Enel Russia" is to guarantee the maximum accuracy, transparency and traceability of all procurement processes and further fulfilment of contractual obligations ensured by process participants;

AND ACKNOWLEDGES THAT

1. When signing the Declaration it is aware that the failure to meet the requirements of the Declaration in the course of contract execution will result in the Contractor's/Supplier's contractual liability as failure to perform the main conditions of the contract.

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*
ANNEX 8.2. Supplier Self-Qualification Questionnaire
SUPPLIER SELF-QUALIFICATION QUESTIONNAIRE

Self-Qualification Questionnaire shall be signed by the head (or an authorized person holding the power of attorney) of the Supplier.

If any Questionnaire section is not applicable to the Supplier's activities, the number of the section shall be specified as "N/A" or "not applicable".

Documents and information are provided not for the whole company of the Supplier, but only for the processes and organization units involved in ensuring the quality of the equipment manufactured and the work performed.

Annexes to the Questionnaire shall correspond to the proposed numeration of the Questionnaire. Electronic version of the Questionnaire shall be sent to the Customer in one file in PDF format the size of which shall not exceed 10 Mb.

No	Name	Reference values	Total result	N/A, why?	Document to be submitted
1	2	3	4	5	6
1.	Do you have the quality management system for products under ISO 9001 in place?	Yes: 5 No: 0			Annex 1. ISO Certificate
2	Production experience in the company	≥10: 5 =5: 3 =1: 0			Transfer data from the check list on welding works
3	Number of employees involved only in Quality Control and Assurance	≥10: 5 =5: 3 =1: 0			
4	Used in production of welding works	=5: 5 =3: 3 =1: 1			
5	Are there any established criteria for supplier qualification?	Yes: 5 No: 0			Number, date, and name of procedure
6	Do you have a list of approved suppliers or results of Suppliers Qualification?	Yes: 5 No: 0			Annex 2. List of Approved Suppliers
7	Is there a list of materials, equipment subject to acceptance check (with control and compliance of NTD)	Yes: 5 No: 0			Annex 3. List of Materials, Equipment Subject to Acceptance Check (with control and compliance of NTD)
8	Is there a procedure for acceptance check?	Yes: 5 No: 0			Number, date, and name of procedure
9	Register available and updated during the year for management of equipment and metering devices subject to calibration	Yes: 5 No: 0			
10	Do you perform full check of products, including measuring methods	Yes: 5 Random: 3 No: 0			Annex 4. Certificate of incoming inspection of the purchased products
11	Are there any procedures for selection, identification, and deletion of rejected materials in place?	Yes: 5 No: 0			Number, date, and name of procedure
12	Are there documented operating instructions for production, process (route) maps in place?	Yes: 5 No: 0			Annex 5. List of process procedures
13	Is there an accredited laboratory?	Yes: 5, Laboratory is not accredited: 3 No: 0			Annex 6. Laboratory Accreditation Certificate
14	Can you divide and identify your materials and items by number, batch, and customer?	Yes: 5 No: 0			Number, date, and name of procedure
15	Is detection and control of rejected materials ensured to prevent supplies to the customer?	Yes: 5 No: 0			Number, date, and name of procedure
16	Is there any system for processing of customer's complaints in place?	Yes: 5 No: 0			Annex 7. Register of complaints and measures
17	Number of QCP agreed with the Customer for the last 2 years	Yes: 5 No: 0			Annex 8. Quality Control Plan
	Final rating				

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*
ANNEX 8.3. Contractor Self-Qualification Questionnaire
CONTRACTOR SELF-QUALIFICATION QUESTIONNAIRE

Self-Qualification Questionnaire shall be signed by the head (or an authorized person holding the power of attorney) of the Contractor.

If any Questionnaire section is not applicable to the Contractor's activities, the number of the section shall be specified as "N/A" or "not applicable".

Documents and information are provided only for the process and organization units involved in ensuring the quality of the manufactured equipment and performed works, but not for the entire Contractor's company.

Annexes to the Questionnaire shall correspond to the proposed numeration of the Questionnaire.

Electronic version of the Questionnaire shall be sent to the Customer in one file in PDF format the size of which shall not exceed 10 Mb.

No	Name	Reference values	Total result	N/A, why?	Document to be submitted
1	2	3	4	5	6
1.	Do you have the quality management system for products under ISO 9001?	Yes: 5 Laboratory is not accredited:3 No: 0			Annex 1. ISO Certificate
2	Production experience in the company	≥10: 5 =5: 3 =1: 0			
3	Number of employees involved in Quality Control and Assurance, preparation of Documents for Quality Assurance (preparation of as-built and permitting documentation, list of certificates, instructions for welding, quality control plans, etc.)	≥10: 5 =5: 3 =1: 0			
4	Used in production of welding works	=5: 5 =3: 3 =1: 1			Reference values are determined under the check list on welding
5	Are there any established criteria for qualification of sub-contractors?	Yes: 5 No: 0			Number, date, and name of procedure
6	Do you have a list of approved sub-contractors or results of vendor rating?	Yes: 5 No: 0			Annex 2. List of Approved Suppliers/Results of Vendor Rating
7	Is there a procedure for acceptance check?	Yes: 5 No: 0			Number, date, and name of procedure
8	Is there a procedure on operating control and acceptance check?	Yes: 5 No: 0			Number, date, and name of procedure
9	Register available and updated during the year for managing the equipment and metering devices subject to calibration/check	Yes: 5 No: 0			Annex 3. Register for Management of Equipment and Metering Devices Subject to Calibration/Check
10	Are there documented maintenance task lists for the scheduled types of works	Yes: 5 Partially:3 No:0			Annex 4. List of Operating Instructions (Processes), Maintenance task lists in Terms of Contract Execution
11	Is there an accredited laboratory	Yes: 5 Laboratory is not accredited:3 No: 0			Annex 5. Laboratory Accreditation Certificate
12	Is there a system for processing of customer's complaints in place?	Yes: 5 No: 0			Annex 6. Register of Non-Conformances and Measures
13	Number of QCP agreed with the Customer for the last 2 years	Yes: 5 No: 0			Annex 7. Quality Control Plan (completed)
14	Total rating				

Application areas

Perimeter: Russia

Support and Management Function: -

Service Function: -

Business Line: -Generation

ANNEX 8.4. Check list on welding works for Suppliers/ Contractors

CHECK LIST ON WELDING WORKS FOR THE MANUFACTURER (IF ANY, TO BE USED FOR THE SUPPLIERS AND CONTRACTORS)

n/n	Assessed documents	Reference Units (*)	Total Result	Explanations, references
1.	Number of qualified welding procedures (under the qualification protocols of welding procedures) on nominal thickness for carbon steel, M01 group	> 12 mm > 3...≤12 mm ≤3 mm		RD 03-495-02, annex 17, tables 1, 2, 3
2.	Number of welding maintenance task lists (upon qualified welding procedure for the respective ranges of thickness from cl.1.1) on nominal thickness for carbon steel, M01 group	≥5 and ≥ 30 mm: 5 =3 and ≥ 15 mm: 3 =1 and ≤10 mm: 1		RD 03-495-02, annex 17, tables 1, 2, 3
3.	Number of Company's welders qualified for the welding procedures for carbon steel, M01 group , and respective technical standards of qualification	≥20: 5 =10: 3 =1: 1		RD 03-495-02, PB 03-273-99
4.	Number of qualified welding procedures (under the qualification protocols of welding procedures) on thickness for stainless steel, M11 group	> 12 mm > 3...≤12 mm ≤3 mm		RD 03-495-02, annex 17, tables 1, 2, 3
5.	Number of welding maintenance task lists (upon qualified welding procedure for the respective ranges of thickness from cl.4) on nominal thickness for stainless steel, M11 group	≥5 and ≥ 30 mm: 5 =3 and ≥ 15 mm: 3 =1 and ≤10 mm: 1		RD 03-495-02, annex 17, tables 1, 2, 3
6.	Number of Company's welders qualified on the welding procedures for stainless steel, M11 group , and respective technical standards of qualification	≥10: 5 =5: 3 =1: 1		RD 03-495-02, PB 03-273-99
7.	Number of qualified welding procedures (under the qualification protocols of welding procedures) on nominal thickness for low and medium alloy steel, M01, M02 groups	> 12 mm > 3...≤12 mm ≤3 mm		RD 03-495-02, annex 17, tables 1, 2, 3
8.	Number of welding maintenance task lists (upon qualified welding procedure for the respective ranges of thickness from cl.7) on nominal thickness for low and medium alloy steel, M01, M02 groups	≥5 and ≥ 30 mm: 5 =3 and ≥ 15 mm: 3 =1 and ≤10 mm: 1		RD 03-495-02, annex 17, tables 1, 2, 3
9.	Number of Company's welders qualified for the welding procedures for low and medium alloy steel, M01, M02 groups , and respective technical standards of qualification	≥10: 5 =5: 3 =1: 1		RD 03-495-02, PB 03-273-99
10.	Number of qualified welding procedures (under the qualification protocols for welding procedures) on nominal thickness for special alloy steel, M04, M05 groups	> 12 mm > 3...≤12 mm ≤3 mm		RD 03-495-02, annex 17, tables 1, 2, 3
11.	Number of welding maintenance task lists (upon qualified welding procedure for the respective ranges of thickness from cl.10) on nominal thickness for special alloy steel, M04, M05 groups	≥5 and ≥ 30 mm: 5 =3 and ≥ 15 mm: 3 =1 and ≤10 mm: 1		RD 03-495-02, annex 17, tables 1, 2, 3
12.	Number of Company's welders qualified on the welding procedures for special alloy steel, M04, M05 groups , and respective technical standards of qualification	≥5: 5 =3: 3 =1: 1		RD 03-495-02, PB 03-273-99
13.	Number of Company's technicians with qualification of welding engineer, category IV	≥3: 5 =2: 3 =1: 1		PB 03-273-99
14.	Number of Company's technicians with qualification of welding engineer, category III	≥3: 5 =2: 3 =1: 1		PB 03-273-99
15.	Number of Company's technicians with qualification of certified welding specialist, category II	≥5: 5 =3: 3 =1: 2		PB 03-273-99
16.	Number of Company's technicians with qualification of welder, category I	≥5: 5 =3: 3 =1: 2		PB 03-273-99
17.	Number of Company's inspectors qualified for non-destructive tests (specify the category and technical standard of qualification)			PB 03-440-02
	Visual and dimensional inspection	≥5: 5		
	Magnetic particle test	=3: 3		
	Liquid penetrant test	=1: 1		
	Ultrasonic test			
	Radiographic test			
Average value			Σ	
AVERAGE RATING				



PJSC Enel Russia

Organizational Procedure No. 522

Version No. 1 dated 19.04.2018


TRANSLATION

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***ANNEX 8.5. Quality Control Plan****RECOMMENDED FORM OF THE QUALITY CONTROL PLAN**

 PJSC ENEL RUSSIA		QUALITY CONTROL PLAN				Document No. _____	Version No. ____ Date DD.MM.YYYY		Contractor _____ <Contractor's Logo>		
							Sheet 1		Sheets No.		
Customer's name											
Supplier's (Contractor's) name											
Contract between PJSC Enel Russia and Supplier (Contractor)											
Description of works under the Contract											
HP – hold point, WP – witness point, RP – document witness point											
No.	Name of the process operation	Name of equipment (parts, assemblies)	Documentation (working design documents, technical document, regulatory documents)	Content of actions	Documents (permitting documentation, as-built documentation, including but not limited to test protocols, statements, certificates/declarations of conformity, licenses, etc.)	Term (before) conducting a control point	Contractor - _____		PJSC Enel Russia		Note
							Date and Type of point	Signature and date	Date and Type of point	Signature	
1	2	3	4	5	6	7	8	9	10	11	12

TYPE OF PARTICIPATION:

HP: Hold Point Mandatory presence (the Contractor shall not continue work in the absence of Enel Russia representative). The notification shall be given at least 5 days in advance.

WP Optional presence (the Contractor may continue work in the absence of Enel Russia representative). The notification shall be given at least 1 day in advance.

RP: Document Verification



PJSC Enel Russia

Organizational Procedure No. 522

Version No. 1 dated 19.04.2018

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Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

SCHEDULE OF ACTIVITIES WITHIN QCP NO. _____ DATED DD.MM.YYYY*

(Provided by the Supplier in free form)

QUALITY CONTROL PLAN APPROVAL LIST

	Developed by (contractor)	Approved by (contractor)	Agreed by PJSC Enel Russia (customer)
Job Title			
Last name and initials			
Signature			
Date			

IDENTIFICATION SHEET FOR CHECK-OUT OPERATIONS COMPLETION STATUS AND QUALITY CONTROL

(contractor)			PJSC Enel Russia (customer)		
Contractor's authorized representative			Authorized representative of PJSC Enel Russia		
Job Title	Full name	Signature	Job Title	Full name	Signature



PJSC Enel Russia



Organizational Procedure No. 522

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TRANSLATION

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

QUALITY PLAN COMPLETION RECORD

On behalf of the Contractor/ Supplier:		
_____	_____	_____
(job title)	(signature)	(last name, initials)
« ____ » _____ 20		I.s.
On behalf of the Customer		
_____	_____	_____
(job title)	(signature)	(last name, initials)
« ____ » _____ 20		I.s.



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TRANSLATION

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 8.6. Form of Quality Control Notification

FORM OF QUALITY CONTROL NOTIFICATION

Contractor/Supplier _____

Date: « ____ » _____ 20 ____

Customer _____

QUALITY CONTROL NOTIFICATION № _____

According to the contract for supply of equipment/performance of works № _____

from « ____ » _____ 20 ____ are manufactured/maintained _____

(name of item, rev. № _____), drawing (rev. № _____)

We hereby notify You that from « ____ » _____ 20 ____
(date) (month) (year)

we will perform the works of _____
(control operation name, control objects identification)

under Quality Control Plan № _____ Number and type of control point _____
(WP, HP)

We ask you to confirm your presence during the control at the control point of the Quality Control Plan

Contractor's/Supplier's authorized person _____
(last name, initials.) (signature)

(job title)

I confirm participation in the following operations of the control point

(method and scope of control under the Quality Control Plan)

Customer's representative _____
(last name, initials) (signature)

(job title)



PJSC Enel Russia

Organizational Procedure No. 522

Version No. 1 dated 19.04.2018

Subject: Interaction with suppliers and contractors on HSEQ issues

TRANSLATION

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

FORM OF QUALITY CONTROL NOTIFICATION (BACK SIDE)

QUALITY CONTROL REPORT № _____

To Quality Control Notification № _____ from « ____ » _____ 20 ____

As a result of control, it was established that control operation _____
(*complies; does not comply*)

to the requirements of working design and process documentation, as well as contract

№ _____ from « ____ » _____ 20 ____.

(*if any, describe the non-conformity*)

Customer's representative _____
(*last name, initials*) (signature)

(*job title*)

(*dates of quality control*)

Control Report received by:

Contractor's/Supplier's authorized representative

(*last name, initials.*) (signature)

(*job title*)

(*date*)

Subject: Interaction with suppliers and contractors on HSEQ issues**Application areas**Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation***ANNEX 9. DECLARATION OF CONTRACTOR'S (SUBCONTRACTOR'S) COMPLIANCE WITH PJSC ENEL RUSSIA H&S REQUIREMENTS***On the Company letterhead***DECLARATION OF COMPLIANCE OF THE SUPPLIER/CONTRACTOR
with the Health and Safety Requirements of PJSC Enel Russia**

Date: _____

Legal entity " " TIN (Taxpayer Identification Number) No. _____ (hereinafter - the "Company")Represented by the official representative **full name** " " acting under _____
(full name of the General Director)**Was informed about the following:**

- PJSC Enel Russia has effective Procedure "Interaction with Suppliers and Contracting Organizations within HSEQ" No. 522 and Procedure No. 0260-OP-GEN "Management of Contractors (their Subcontractors) within Performance of Contracts for Works / Services / Supplies for PJSC Enel Russia" (available for familiarization at: www.enelrussia.ru);
- these documents impose obligations and responsibility on the Contractor when conducting business and providing for reliability, fairness and transparency in the Company's activity;
- objective of PJSC Enel Russia is to guarantee maximum correctness, transparency and traceability of all the processes related to procurement and further performance of contractual obligations by the process participants;

AND ACKNOWLEDGES THAT

2. By signing this Declaration it realizes that non-compliance with requirements hereof in the course of the contract performance shall entail liability of the Contractor under the contract as failure to fulfill the main terms and conditions of the contract.
3. Should Company be chosen as the winner in the open procurement procedure for _____ and awarded the contract with PJSC Enel Russia, no later than 5 business days prior to works/services commencement specified in the Contract, it shall submit the following documents specified in the List of documents (Table 1) provided by the Contractor before works commencement for receiving permit to works at power plants of PJSC Enel Russia treated as mandatory (depending on the work/service type) for the Contractor admission to the power plants of PJSC Enel Russia.

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*
Table No.1

**“List of Documentation provided by the Contractor
prior to works commencement to be authorized
for works performance at power plants of PJSC Enel Russia”**

No.	Description	Note
1	Orders on appointment of a person responsible for health and safety at the Company, and a person responsible for safety of works performed at facilities of power plants of PJSC Enel Russia (Labor Code of the Russian Federation No. 197-FZ dated 30.12.2001).	Provided mandatorily, regardless of the type of works.
2	Order on appointment of a person responsible for industrial control of health and safety requirements at the Company (if there are hazardous industrial facilities or devices under the supervision of Rostekhnadzor of the Russian Federation) (Federal Law No. 116-FZ “On Industrial Safety of Hazardous Industrial Facilities” dated 21.07.1997)	When performing works with HE (hoisting equipment); When performing works with pressure vessels (receivers, etc.)
3	Order(s) on appointment of person(s) responsible for health and safety during vehicles and equipment operation at the facility (SNIP 12-03-2001 “Safety in construction. Part 1. General requirements”, Decree of the Construction Committee of Russia No.80 dated 23.07.2001).	Provided mandatorily, regardless of the type of works.
4	Order on appointment of a person responsible for handling operations organization at the facility (Regulations on occupational health during handling operations and loads placement approved by Order of the Ministry of Labor No. 642H dated September 17, 2014).	When performing works related to hoisting operations.
5	Order on organization of training and knowledge assessment of health and safety requirements, Order on assignment of permanent examination committee (Decree of the Ministry of Labor and Social Development of the Russian Federation and the Ministry of Education of the Russian Federation No. 1/29 “On Approval of the H&S Training Procedure and Check of Awareness of H&S Requirements of the Company Workers” dated 13.01.2003)	Provided mandatorily, regardless of the type of works.
6	Order on appointment of a person responsible for electrical facilities and equipment and assurance of electrical safety at the facility (Rules of technical operation of electrical installations of consumers approved by Order of the Ministry of Energy of the Russian Federation No. 6 dated 13.01.2003).	When performing works in electrical installations; When performing works with HE (hoisting equipment); When performing works with gas welding, electric welding equipment; When performing works with power tools
7	Order on appointment of a person responsible for fire safety at the facility (Rules of fire safety in the Russian Federation approved by Decree of the Government of the Russian Federation No. 390 dated April 25, 2012).	Provided mandatorily, regardless of the type of works.
8	Order on appointment of a specialist responsible for safe works performance using hoisting devices at the facility (FNIIP “Safety rules for hazardous production facilities that use hoisting devices”, Order of Rostekhnadzor No.	When performing works with HE (hoisting equipment)

Subject: Interaction with suppliers and contractors on HSEQ issues
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Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

	533 dated November 12, 2013).	
9	Order on appointment of persons responsible for operative condition and safe operation of pressure equipment at the facility (FNIIP "Industrial safety rules for hazardous production facilities using excess pressure equipment", Order of Rostekhnadzor No. 116 dated March 25, 2014).	When performing works with gas welding equipment; When performing works with pressure vessels (receivers, etc.).
10	Order on appointment of a person responsible for organization and safe performance of works at height ("Regulations on occupational health when working at height" approved by Order of the Ministry of Labor of the Russian Federation No. 155H dated March 28, 2014).	When performing works at height
11	Order on appointment of persons authorized to issue a permit-to-work for works at height ("Regulations on occupational health when working at height" approved by Order of the Ministry of Labor of the Russian Federation No. 155H dated March 28, 2014).	When performing works at height
12	List of instructions on occupational health for employees by profession and individual types of works, on fire safety, on first medical aid in case of accidents, operating instructions for employees servicing equipment supervised by Rostekhnadzor (Labor Code of the Russian Federation, Rules of fire safety in the Russian Federation, Federal Law No. 116-FZ "On Industrial Safety of Hazardous Industrial Facilities" dated 20.06.1997). Personnel acknowledgment sheets are provided at random upon the Customer's request.	Provided mandatorily, regardless of the type of works.
13	Register of mandatory logbooks at the facility.	Provided mandatorily, regardless of the type of works.
14	Maintenance task lists, Method Statements (MS), Method Statements for cranes (MSc), works safety plan.	Provided mandatorily, regardless of the type of works.
15	Copies of protocols and knowledge assessment certificates of members of the attestation commission of the contracting organization (Decree of the Ministry of Labor and Social Development of the Russian Federation and the Ministry of Education of the Russian Federation No. 1/29 "On Approval of the H&S Training Procedure and Check of Awareness of H&S Requirements of the Company Workers" dated 13.01.2003, Regulation on organization of work for preparation and certification of specialists of organizations supervised by the Federal Service for Environmental, Technological and Nuclear Supervision, approved by Order of Rostekhnadzor of the Russian Federation No. 37 dated 29.01.2007).	Provided mandatorily, regardless of the type of works.
16	"Order of appointment of a person responsible for environmental safety in performance of works" (Federal Law No. 7-FZ "On Environmental Protection" dated 10.01.2002).	Provided mandatorily, regardless of the type of works.
17	Letter on state registration / non-registration of the facility that has negative impact and assignment to it of category (Federal Law No. 7-FZ "On environmental protection" dated 10.01.2002, Art. 69.2).	Provided mandatorily, regardless of the type of works.
18	Contract for transfer of waste and license for collection, transportation, processing, utilization, neutralization, disposal of waste of hazard classes I-	When performing works related to waste



PJSC Enel Russia

Organizational Procedure No. 522

Version No. 1 dated 19.04.2018

TRANSLATION

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

IV or letter of guarantee for conclusion of the contract by agreement with the Customer with licensing organization for collection, transportation, processing, utilization, neutralization, disposal of waste of hazard classes I-IV. Selection of the waste disposal facility upon agreement with the Customer (Federal Law No. 89-FZ "On production and consumption waste" dated 24.06.1998, Art. 9).	management: transportation, processing, utilization, neutralization, placement of waste of hazard classes I-IV
--	--

4. The undersigned on behalf of the legal person represents that this Declaration was drawn up in compliance with the applicable laws of the Russian Federation on information, personal data protection subject to internal inspections.

In addition, it is confirmed that PJSC Enel Russia may at any time request the Company to confirm the information contained in this Declaration, and the Company shall promptly submit all required documents.

General Director of Full name

/Signature /

L.S.

END OF THE FORM

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*
ANNEX 10. CONTRACTOR'S INSPECTION REPORT

Contractor's inspection report

PJSC Enel Russia power plant

Contractor

Contract date and number

Works performance site

PJSC Enel Russia inspector

Contractor's representative

Inspected Permit-to-Work (if any)

Date of inspection

Yes	No	N/A	Description of safety requirements violation	Level of HS violation criticality: Serious (S) or very serious (VS) violations
WORKPLACE CONDITION				
			Platforms and ladders are not kept clean. There are traces of leaked fluids.	S
			Passages, driveways, crossings, ladders, platforms and railings are damaged during performance of works. Open apertures are not fenced or not closed with structures sustaining the corresponding load.	VS
			When carrying out hot works, there is no emergency firefighting equipment at the workplace required by regulatory and technical documentation of the Russian Federation (RTD RF) and the Customer's requirements set out in the contract.	VS
			Crossings, storeys, stairs and emergency exits are not cleaned of construction debris and materials, safe passage is not provided.	S
			Weight of equipment and materials located at the sites exceeds the maximum load capacity of these sites.	VS
			Working areas do not have the required lighting in accordance with RTD RF and the Customer's requirements set out in the contract and do not comply with the electrical installation requirements.	S
			Stage platforms and scaffolds do not comply with the manufacturer's datasheet, Method Statement (MS) or Maintenance Task List (MTL) for installation of these structures, TU and the H&S Rules for Work at Height approved by Order of the Ministry of Labor of the Russian Federation No. 155H dated 28.03.2014.	S
			Excavation sites during earthworks are not fenced, measures are not taken in order to prevent wall caving; safe descending (ascending) of people is not provided for, warning signs (alarms) are not installed.	S
			Interference in operation of the operating equipment, as well as unauthorized removal of fences, locking devices, locks, prohibiting and warning posters is carried out.	VS
WORKS PERFORMANCE IN HAZARDOUS CONDITIONS				
			Works at height are performed in violation of HS Rules to works at height approved by Order of the Ministry of Labor of the Russian Federation No. 155H dated 28.03.2014.	VS
			Works in confined spaces are performed in violation of legal requirements of RTD (daily allowance by the Contractor's representative and regular sampling of air from the work zone). Safety measures specified in the Maintenance Task List (MTL) and permit-to-work are not taken.	VS

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

Yes	No	N/A	Description of safety requirements violation	Level of HS violation criticality: Serious (S) or very serious (VS) violations
			Gas Hazardous Works are performed in violation of RTD RF and the Contractor's requirements set out in the contract.	VS
			Hot works are performed in violation of RTD RF and the Contractor's requirements set out in the contract.	VS
			Underwater Works are performed in violation of RTD RF and the Contractor's requirements set out in the contract.	VS
			Construction and Installation Works are performed in violation of RTD RF and the Contractor's requirements set out in the contract.	VS
ORGANIZATIONAL SAFETY MEASURES				
			Works are performed without admission act, permit-to-work, administrative order, approval of the list of works performed in accordance with the procedure of day-to-day operation without MTL and MS (Method Statement) (if required).	VS
			No site foreman at the works performance site under the permit-to-work with the copy of the permit-to-work or his/her deputy according to RTD RF, workers do not have the required qualification and are not included in the list of the team members.	VS
			Records in the permit-to-work, order are illegible, made by pencil, there are emendations.	S
PERSONAL PROTECTION EQUIPMENT				
			When performing work the employees does not use certified head personal protection equipment.	S
			When performing work the employees does not use certified footwear complying with RTD RF and the Contractor's requirements set out in the contract.	S
			When performing work the employees does not use protective gloves, mittens in accordance with the type of work performed, as well as MS (MTL), permit-to-work. Insulating gloves do not comply with RTD RF.	S
			When performing work the employee does not use face mask in accordance with the type of the work performed.	S
			When performing work the employee does not use fall arrest system in accordance with the H&S Rules for Work at Height approved by Order of the Ministry of Labor No. 155H dated 28.03.2014.	VS
			Employees do not wear special clothing in accordance with the type of work or activity performed.	S
			Employee does not use certified eye protection equipment in accordance with RTD RF and the Contractor's requirements set out in the contract.	S
			Employee does not use certified ear protection equipment, where it is required.	S
			Employee does not use certified respiratory protection equipment when working with insulating materials and other harmful agents.	S
MATERIALS, EQUIPMENT AND TOOLS				
			Distribution of equipment, materials and tools in the working area is carried out in violation of RTD RF and the Contractor's requirements set out in the contract.	S
			No periodic check or work with expired check term for equipment and tools subject to periodic inspection requirements.	S
			Use of tools and instruments used when working not for the purposes established and not in compliance with the task and working conditions.	S
			Use of hoisting equipment in violation of federal standards and industrial safety rules: "Industrial safety rules for hazardous industrial facilities where hoisting equipment is used" approved by Order of Rostekhnadzor No. 533 dated 12.11.2013.	VS
			Use of power, pneumatic and abrasive tools, gas and electric welding equipment in violation of safety requirements of RTD RF and the Customer's requirements set	S

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

Yes	No	N/A	Description of safety requirements violation	Level of HS violation criticality: Serious (S) or very serious (VS) violations
			out in the contract.	
			Handling operations are performed in violation of RTD RF and the Customer's requirements set out in the contract.	VS
PERFORMANCE OF WORKS				
			Stay in the Customer's territory, as well as attempt to access the Customer's territory of employees in a state of alcoholic, toxic or narcotic intoxication.	VS
			Failure to comply with safety measures stipulated by instructions on occupational safety, maintenance task lists, MS, permit-to-work and other regulatory documents.	VS
			Failure to inform the Customer about violations, incidents, emergency situations, accidents, near misses, as well as first aid cases.	VS
			No periodic check of works performance by the works supervisor under the permit-to-work for compliance with safety requirements.	
			Identification of the fact of smoking outside specially designed places.	VS
			Identification of the fact of expansion of the workplace and expansion of the task provided for in the permit-to-work or order, list of works performed during current operation.	VS
SAFETY SIGNS				
			No safety signs indicating the place of works ("Work here") at the workplace.	S
			No fencing of the hazardous area and corresponding signs.	S
			Unauthorized removal of safety signs installed by the Customer.	S
RISK ASSESSMENT				
			Safety measures for preparation of the workplace shall be adequate to the risks, assessed and agreed by the works supervisor and foreman under the permit-to-work (to be checked using the survey method).	S
			The works are performed under the Method Statement agreed with the Customer, MS is readily available and the personnel have been familiarized with it.	S
			Before commencement of works, workers must get through pre-job briefing on safe performance of works (to be checked with the interview method).	S
Requirements to personnel				
			No required knowledge assessment certificates for occupational health and safety and admission to special works.	S
			Stay of the Contractor's employees in the Customer's territory without getting through pre-job briefing on occupational health and safety, environment protection and fire safety briefing, in cases when it is required in accordance with RTD RF and the Customer's requirements set out in the contract.	S
TRANSPORT VEHICLES AND MACHINE EQUIPMENT				
			Transport vehicles and/or machines used for fulfillment of tasks, as well as their auxiliary instruments/equipment do not comply with RTD RF and the Customer's requirements set out in the contract.	S
			No required documents for driving transport vehicle and for the driver (driving license, inspection sticker, trip ticket with the notation of the medical attendant, registration number of Rostekhnadzor, if required).	S
			Speed infringement and violation of road signs requirements in the Customer's territory.	S
			Violation of RTD RF and the Customer's requirements set out in the contract during transportation of personnel and equipment.	S
FIRST AID / EMERGENCY SITUATIONS				

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

Yes	No	N/A	Description of safety requirements violation	Level of HS violation criticality: Serious (S) or very serious (VS) violations
			No first-aid kit and the first aid equipment.	S
			Contractor's employees are not aware of their actions in emergency situations (information is reported through briefing).	S
			Workers are not trained to deliver first aid. No documents confirming their training (upon request).	S
ADDITIONAL REQUIREMENTS FOR WORKS IN ELECTRICAL INSTALLATIONS.				
			Qualification of personnel does not correspond to the nature of work performed in the electrical installation.	VS
			Workers are not granted in accordance with the established procedure with the rights of work in electrical installations as responsible persons.	VS
			Induction briefing is not carried out for workers.	S
			Presence of an employee inside the operating electrical installation without receiving the key of installation from the Customer's operative personnel.	S
			Presence of employee without being included in the team.	VS
			Installation and operation of hoisting devices in electrical installations is carried out in the absence of employee responsible for safe works performance by hoisting devices.	VS
			Identification of the fact of non-return of keys for electrical installation on a daily basis after completion of inspection or work in the electrical installation	S
			Identification of the fact of work of the foreman, supervisor, team members at the same time under several opened permits-to-work.	VS

Signatures:

Representative of
PJSC Enel Russia:

position

Signature

Full name

Contractor's
representative:

position

Signature

Full name

position

Signature

Full name

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*
ANNEX 11. PRELIMINARY LIST OF REGULATORY LEGAL ACTS AND OTHER DOCUMENTS WITHIN ORGANIZATION OF WORKS AT POWER FACILITIES*

1.	Labor Code of the Russian Federation
2.	Federal Law No.426-FZ "On dedicated labor conditions assessment" dated 28.12.2013.
3.	Federal Law No. 116-FZ "On industrial safety of hazardous production facilities" dated 21.12.1997.
4.	Federal Law No. 117-FZ "On safety of hydraulic structures" dated 21.07.1997.
5.	Federal Law No.7-FZ "On environmental protection" dated 10.01.2002
6.	GOST R 54934-2012/OHSAS 18001:2007. Russian National Standard. Occupational health and safety management systems. Requirements approved and put into effect by Order of the Federal Agency for Technical Regulation and Metrology No.154-ct dated 06.07.2012
7.	GOST R ISO 14001-2016. National standard of the Russian Federation. Environmental management systems. Requirements and instruction for use" (approved and put into effect by Order of the Federal Agency for Technical Regulation and Metrology No. 285-ct dated 29.04.2016)
8.	GOST ISO 9001:2011. "Quality management systems. Requirements" (put into effect by Order of the Federal Agency for Technical Regulation and Metrology No. 1575-ct dated 22.12.2011)
9.	GOST R ISO 10005:2007 "Company management. Guidelines for quality planning" (approved by Order of the Federal Agency for Technical Regulation and Metrology No. 567-ct dated 27.12.2007)
10.	"Interindustry rules for providing workers with special clothing, special footwear and other personal protection equipment" approved by Order of the Ministry of Health and Social Development of the Russian Federation No. 290H dated 01.06.2009.
11.	"Procedure for occupational health training and occupational health requirements knowledge assessment of company employees" approved by Decree of the Ministry of Labor of the Russian Federation and the Ministry of Education of the Russian Federation No.1/29 dated 13.01.2003
12.	"Procedure for obligatory preliminary and periodic medical examinations of employees involved in heavy work and work with harmful and (or) hazardous labor conditions" approved by Order of the Ministry of Health and Social Development of the Russian Federation No. 302H dated 12.04.2011.
13.	"HR management policies at the energy companies of the Russian Federation" approved by Order of the Ministry of Fuel and Energy of the Russian Federation No. 49 dated 19.02.2000.
14.	National Standard of the Russian Federation "Occupational safety standards system. Safety management system at the company. General requirements for development, application, assessment and enhancement" GOST R 12.0.007-2009 (approved and put into effect by Order of the Federal Agency for Technical Regulation and Metrology No. 138-ct dated 21.04.2009)
15.	Fire prevention rules of the Russian Federation approved by Decree of the Government of the Russian Federation No. 390 dated April 25, 2012
16.	"Occupational health and safety rules for electrical installations operation" approved by Order of the Ministry of Labor and Social Protection of the Russian Federation. No. 328H dated July 24, 2013
17.	"Safety rules for operation of thermal and mechanical equipment of power plants and heating systems RD 34.03.201-97" approved by the Ministry of Fuel and Energy of the Russian Federation on 03.04.1997.
18.	SO 153-34.03.603-2003 "Instruction on operation and testing of protective equipment used in electric installations RD 34.03.603" approved by Order of the Ministry of Energy of the Russian Federation No. 261 dated 30.06.2003.
19.	Operational regulations of consumer electric installations approved by Order of the Ministry of Energy of the Russian Federation No. 6 dated 13.01.2003.
20.	Rules on occupational health and safety when working with tools and accessories approved by Order of the Ministry of Labor and Social Protection of the Russian Federation No. 552H dated August 17, 2015

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

21.	"Regulations on occupational health during handling operations and load placement" approved by Order of the Ministry of Labor of the Russian Federation No. 642H dated September 17, 2014
22.	"Regulations on occupational health when working at height" approved by Order of the Ministry of Labor of the Russian Federation No. 155H dated March 28, 2014.
23.	"Rules on occupational health when performing electric welding and gas welding works" approved by Order of the Ministry of Labor No.1101H dated December 23, 2014.
24.	"Interindustry rules on occupational health when using chemical substances" approved by Decree of the Ministry of Labor of the Russian Federation No. 44 dated 17.09.1997.
25.	"Interindustry rules on occupational health when operating water supply and sewerage facilities" established by Decree of the Ministry of Labor of the Russian Federation No. 61 dated 16.08.2002.
26.	"Rules on occupational health and safety in construction" approved by Order of the Ministry of Labor No. 336H dated June 01, 2015.
27.	SNiP 12-03-2001 "Occupational safety in construction. Part 1. General requirements" Decree of the Construction Committee of Russia No. 80 dated 23.07.2001.
28.	"Safety rules on maintenance of hydraulic structures, hydraulic and mechanical equipment of power supply enterprises RD 153-34.0-03.205-2001" approved by Order of the Ministry of Energy of the Russian Federation No.113 dated 13.04.2001.
29.	"Interindustry rules on occupational health when performing painting works" approved by Decree of the Ministry of Labor of the Russian Federation No. 37 dated 10.05.2001.
30.	POT RM-022-2002 "Interindustry rules on occupational health when performing works on soldering and tin plating of products" approved by Decree of the Ministry of Labor of the Russian Federation No. 41 dated 17.06.2002.
31.	POT RM-006-97 "Interindustry rules on occupational health when performing metal cold treatment works" approved by Decree of the Ministry of Labor of the Russian Federation No. 55 dated 27.10.1997.
32.	POT RM-026-2003 "Interindustry rules on occupational health when operating gas facilities of companies" approved by Decree of the Ministry of Labor of the Russian Federation No. 27 dated 12.05.2003.
33.	POT RM-027-2003 "Interindustry rules on occupational health at motor vehicles" approved by Decree of the Ministry of Labor of the Russian Federation No. 28 dated 12.05.2003.
34.	"Interindustry rules on occupational health during diving works" approved by Order of the Ministry of Health and Social Development of the Russian Federation No. 269 dated 13.04.2007.
35.	"Rules of organization and implementation of production control of industrial safety compliance at a hazardous production facility" approved by Decree of the Government of the Russian Federation No. 263 dated 10.03.1999.
36.	"Regulation on training and certification of specialists of companies supervised by the Federal Agency for Environmental, Technological and Nuclear Supervision" approved by Order of Rostekhnadzor of the Russian Federation No. 37 dated 29.01.2007.
37.	Federal codes and regulations in safety "Industrial safety rules for hazardous production facilities using excess pressure equipment" approved by Order of Rostekhnadzor No. 116 dated March 25, 2014.
38.	Federal codes and regulations in safety "Safety regulations for gas distribution and gas consumption networks" approved by Order of Rostekhnadzor No. 542 dated November 15, 2013.
39.	Federal codes and regulations in safety "Safety rules for chemically hazardous production facilities" approved by Order of Rostekhnadzor No. 559 dated November 21, 2013.
40.	SR 03-581-03 "Rules of design and safe operation of stationary compressor plants, air and gas ducts" approved by Decree of Gosgortekhnadzor of Russia No. 60 dated 05.06.2003.
41.	Federal codes and regulations in safety "Safety rules for hazardous production facilities using hoisting devices" approved by Order of Rostekhnadzor No. 533 dated November 12, 2013.
42.	SR 03-598-03 "Rules of safe hydrogen production by means of water electrolysis" approved by Decree of Gosgortekhnadzor of Russia No. 75 dated 06.06.2003.
43.	SR 09-579-03 "Safety rules for above ground warehouses of liquid ammonia" approved by Decree of Gosgortekhnadzor of Russia No. 62 dated 05.06.2003.
44.	RD 15-73-94 "Safety rules for hazardous cargoes transportation by railway" approved by Decree of Gosgortekhnadzor of Russia No. 50 dated 16.08.1994.

Subject: Interaction with suppliers and contractors on HSEQ issues
Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

45.	SR 03-438-02 "Safety Rules for hydraulic structures of liquid industrial waste accumulators" approved by Decree of Gosgortekhnadzor of Russia No. 6 dated 28.01.2002.
46.	SO 153-34.03.352-2003 "Instruction on explosion safety for fuel feeders and pulverization and combustion units" approved by Order of the Ministry of Energy of Russia No. 251 dated 24.06.2003.
47.	Federal codes and regulations in safety "Requirements to welding works procedure at hazardous production facilities" approved by Order of Rostekhnadzor No. 102 dated March 14, 2014.
48.	"Regulations on operation and servicing non-public railway tracks" approved by Order of the Ministry of Transportation of Russia No. 26 dated June 18, 2003.
49.	SanPiN 2.1.7.1322-03 "Hygienic requirements to industrial and consumption waste disposal and deactivation".
50.	"Instruction on fire safety measures for performance of hot works at power enterprises" approved by Order of the Ministry of Energy of Russia No. 263 dated 30.06.2003 (SO 153-34.03.305-2003).
51.	SanPiN 2.2.3.2887-11 "Hygienic requirements for production and use of chrysotile and chrysotile containing materials".
52.	SO 34.04.181-2003, "Rules on arrangement for maintenance of equipment, buildings and structures of power plants and grids" approved by RAO UES of Russia on 25.12.2003.
53.	SP 48.13330.2011. Code of conduct. Construction. Updated revision of SNiP 12-01-2004" (approved by Order of the Ministry of Regional Development of the Russian Federation No. 781 dated 27.12.2010).
54.	Guidance Documents in Construction 12-81.2007. Methodological recommendations on development and execution of the Construction Method Statement and Method Statement"
55.	RD-11-06-2007. Methodological recommendations on the procedure of Method Statements development for hoisting machinery and maintenance task lists development for handling operations approved by Order of the Federal Service for Environmental, Technological and Nuclear Supervision No. 317 dated May 10, 2007.
56.	SP 12-136-2002. Occupational safety in construction. Solutions on occupational health and safety in construction method statements and method statements approved by Decree of the Construction Committee of the Russian Federation No.122 dated 17.09.2002.
57.	SO 34.20.608-2003 (RD 153-34.0-20.608-2003). "Methodical guidelines. Method Statement for power plant power equipment maintenance. Requirements to composition, scope and execution" approved by RAO UES of Russia on 22.01.2003.
58.	GOST 27321-87 "Frame scaffold for construction and installation works. Technical specifications" (approved by Decree of the State Committee for Construction of the USSR No. 107 dated 03.06.1987)
59.	GOST 26887-86 "Platforms and ladders for construction and installation works. General technical specifications" (approved by Decree of the State Committee for Construction of the USSR No. 47 dated 23.04.1986)
60.	Order of the Ministry of Labor of Russia No.551H "On approval of Safety Rules when operating thermal power units" dated 17.08.2015.

* in case of adoption of a new regulatory legal act and, as a consequence, in case of loss of effect of the above regulatory legal act, the applicable regulatory legal act establishing actual requirements is applied.

Subject: Interaction with suppliers and contractors on HSEQ issues

Application areas

Perimeter: *Russia*

Support and Management Function: -

Service Function: -

Business Line: *-Generation*

ANNEX 12. RECOMMENDED ANNEX FORM TO THE KNOWLEDGE ASSESSMENT CERTIFICATE

Front side of annex form to the knowledge assessment certificate

<p style="text-align: center;">In case of emergency call:</p> <ul style="list-style-type: none"> Plant Shift Supervisor: _____ Medical aid service: _____ Fire station: _____ HSEQ Service: _____ <p style="margin-top: 20px;">Muster point location in case of emergency:</p> <p>_____</p>	<p style="text-align: center;">Annex form to the knowledge assessment certificate</p> <hr/> <p style="text-align: center;">Company</p> <hr/> <p style="text-align: center;">Employee's position (profession)</p> <hr/> <p style="text-align: center;">Full name</p> <p style="text-align: center;">INDUCTION BRIEFING CONDUCTED BY</p> <p style="text-align: center;">----- GRES power plant of PJSC Enel Russia</p> <p style="text-align: center;">Lead H&S specialist of the HSEQ Service</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <p>_____ Signature</p> </div> <div style="width: 45%;"> <p>_____ Printed name</p> </div> </div> <p style="text-align: right; margin-top: 5px;">_____, 201__</p>
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Back side of annex form to the knowledge assessment certificate

<p style="text-align: center;">PRIMARY BRIEFING CONDUCTED BY</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Date</th> <th style="width: 20%;">Unit</th> <th style="width: 60%;">Full name of Instructor</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Date	Unit	Full name of Instructor																															<p style="text-align: center;">PRIMARY BRIEFING CONDUCTED BY</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Date</th> <th style="width: 20%;">Unit</th> <th style="width: 60%;">Full name of Instructor</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Date	Unit	Full name of Instructor																														
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