

## **ATTACHMENT 2.**

### **INTERACTION WITH STAKEHOLDERS – ACTION PLAN**

№	Stakeholders (see section 3)	Event (see section 5)	Information disclosure (see sections 5.2. - 5.3)
<b>Key stakeholders</b>			
1	Administration of Ust-Kut municipality (UKMO), municipality "Ust-Kut City", rural settlements UKMO	<p><b>Planned activities:</b></p> <ol style="list-style-type: none"> <li>1. Formation of charitable events plan of Irkutsk Oil Company LLC in Ust-Kut region and companies that have entered into the cooperation agreement with INK LLC (hereinafter – “Company”). It is held on the initiative of the Society on the 4th quarter of each year at the request of the administrations of UKMO rural settlements and other stakeholders. The activities proposed for implementation shall be approved by the Company's Board of Directors in accordance with the Instructions on Charity (Sponsorship) Assistance to INK LLC (I.02.31).</li> <li>2. Disclosure of information regarding the current and planned economic activities of the Company in the Ust-Kut region at annual meetings with representatives of municipal authorities and other stakeholders. The responsible department (Department for Regional Policy of the Company) informs regarding the intention to hold a meeting in the administration of the municipality/rural settlement, confirms the preliminary date and time of the event, notifies the Heads of administrations personally (by phone) . The meetings discuss the Company's business activities and the current needs of its stakeholders.</li> </ol> <p><b>Unscheduled events (possible):</b></p> <p><u>Project contact persons.</u> To interact with the Administrations of the Ust-Kut Municipality (UKMO), the municipality "Ust-Kut City", rural settlements UKMO, contact persons have been identified - employees of the Department for Regional Policy and Interaction with Public Authorities of the Company.</p> <p><u>Personal meetings and Written requests.</u> Interaction through personal meetings (consultations) and exchange of letters is carried out by the Company (its authorized representatives) as appropriate requests are received, including on the basis of the Company's Information Center at office 23, 41, Kirova str., Ust-Kut.</p> <p><u>Project printed materials.</u> In the form of materials from the corporate print media, the newspaper Territory of the Future, it is sent to the administrations of municipalities and rural settlements.</p> <p><u>Project posting information in the internet.</u> Available for review on the Company's corporate website – <a href="http://www.irkutskoil.ru">www.irkutskoil.ru</a> in continuous mode.</p>	According to sections 5.2 - 5.3. and on the basis of additional (reasonable) requests (provided at the discretion of the Company)
2	Local population - residents of the municipality "Ust-Kut City", land users	<p><b>Planned activities</b></p> <ol style="list-style-type: none"> <li>1. Formation of charitable events plan of the Company in the Ust-Kut region.</li> </ol> <p><b>Unscheduled events (possible):</b></p> <p><u>Project contact persons.</u> To interact with the local population of the Ust-Kut municipality in the Project's area of influence, the Company has identified contact persons: employees of the Department for Regional Policy and Interaction with Public Authorities of INK LLC, a leading public relations specialist of Irkutsk Polymer Plant LLC (Stakeholder reception is held on weekdays from 9:00 to 18:00 at the INK Information Centre, office 23, 41 Kirova St., Ust-Kut.</p> <p><u>Project printed materials.</u> In the form of materials of the corporate print media - the newspaper "Territory of the Future" are distributed free of charge to the mailboxes of apartment buildings of the municipality "Ust-Kut City", are posted in administrations of municipalities, rural settlements, with unlimited access for use.</p> <p><u>Written requests from stakeholders.</u> In accordance with the regulations on Interaction with stakeholders of Irkutsk Polymer Plant (RG.03.19.IPP), Consideration of appeals from stakeholders of INK LLC (RG.01.31), Management of administrative documents (RG.05.02), the Company accepts and registers appeals from the local population (both anonymous and with the details of the originator with contacts to respond). After registration, the appeal shall be sent to the relevant structural unit of the Company in order to sort out the essence of the issue, prepare a response and initiate corrective action (if necessary). In the future, personal meetings or other methods of interaction necessary for a positive result may be held.</p>	According to sections 5.2– - 5.3.

		<p><u>Project posting information in the internet.</u> Available for review on the Company's corporate website – <a href="http://www.irkutskoil.ru">www.irkutskoil.ru</a> in continuous mode.</p>	
3	Contractors and subcontractors of the Project	<p><b>Planned activities</b> 1. According to the terms of the concluded contracts.</p> <p><b>Unscheduled events (possible):</b> <u>Project contact persons.</u> The Company's contact persons for interaction with contractors and subcontractors are the persons in charge of the relevant contracts. <u>Written requests from stakeholders.</u> In accordance with the regulations on Interaction with stakeholders of the Irkutsk Polymer Plant (RG.03.19.IPP), Consideration of appeals from stakeholders of INK LLC (RG.01.31), Management of administrative documents (RG.05.02), the Company accepts and registers all incoming appeals from contractors and/or employees (both anonymous and with details of the originator with contacts to respond). After registration, the appeal shall be sent to the relevant structural unit of the Company in order to sort out the essence of the issue, prepare a response and initiate corrective action (if necessary). In the future, personal meetings or other methods of interaction necessary for a positive result may be held. <u>Project posting information in the internet.</u> Available for review on the Company's corporate website – <a href="http://www.irkutskoil.ru">www.irkutskoil.ru</a> in continuous mode.</p>	<p>According to sections 5.2 - 5.3. Additional information shall be provided in accordance with the terms of the entered into contracts, the Company's local regulations applicable to the contractor/subcontractor and on the basis of additional (justified) requests (provided at the discretion of the Company).</p>
4	Project Staff	<p>According to section - 5.3</p>	<p>According to section 5.3. Information shall be provided by means of an information centre, posting of posters and installation of complaints and comment boxes. Distribution of the Project booklet, information on vacancies and employment procedures through the Information Centre, Company website, media.</p>
<b>Other stakeholders</b>			
4	State authorities (federal and regional levels), mass media, public organizations, residents of other rural settlements of the Ust-Kut municipality.	<p><b>Planned activities</b> Not provided.</p> <p><b>Unscheduled events (possible):</b> Interaction with non-key Project stakeholders shall be on an as-needed basis or on the basis of requests made to the Company. The method of interaction is determined based on the context of the stakeholder and the subject of the interaction.</p>	<p>According to sections 5.2 - 5.3. and on the basis of additional (reasonable) requests (provided at the discretion of the Company).</p>