

The Audit Commission of IDGC of Centre, PJSC

Minutes No. 3 of the meeting of the Audit Commission of IDGC of Centre, PJSC

Date of meeting:
«17» December 2018
11 hours 00 minutes

Moscow
Belovezhskaya street, 4, room A3-075

The meeting was held in joint presence.

Number of members of the Audit Commission, determined by the Articles of Association of IDGC of Centre, PJSC – 5 persons.

The following members of the Audit Commission were present at the meeting of the Audit Commission: M.A. Lelekova, S.A. Kim, E.A. Kabizskina, S.V. Malyshev.

The member of the Audit Commission of IDGC of Centre, PJSC, who presented the written vote on the agenda of the meeting of the Audit Commission: O.A. Medvedeva.

The quorum for taking decisions on all items of the agenda of this meeting of the Audit Commission of IDGC of Centre, PJSC is present.

Decision on the items of the agenda of the meeting of the Audit Commission is taken by the majority of votes of the members of the Audit Commission of IDGC of Centre, PJSC.

THE AGENDA OF THE MEETING OF THE AUDIT COMMISSION:

1. Amendment of the Work Plan of the Audit Commission of the Company for 2017-2019.

2. Approval of the Program of audit of financial and economic activities of the Company for 2018 (approval of auditees, order, timing and scope of the audit).

3. Attraction of specialists (experts) in their respective areas of auditees, including specialized organizations to participate in the audit.

4. Distribution of responsibilities among the members of the Audit Commission and experts (in case of their attraction) on auditees of financial and economic activities of the Company for 2018. Determination of members of the Audit Commission, responsible for collecting information, necessary documents and materials, as well as preparation of a draft of the conclusion (report) of the Audit Commission to the meeting of the Audit Commission to summarize the audit results.

5. Determination of a list of information, documents, materials, required to audit each auditee, methods and sources of their receipt.

6. Determination of a list of persons, who are necessary to attract for the audit (for explanation, clarification on certain issues).

7. Appointment of dates of meetings of the Audit Commission of the Company to assess the reliability of the Company's Annual Report, the Report on related-party transactions, concluded by the Company in the reporting year,

annual accounting statements of the Company for 2018 and summarizing the audit.

ITEM # 1:

Amendment of the Work Plan of the Audit Commission of the Company for 2017-2019.

THEY DISCUSSED:

Proposals of the members of the Audit Commission of the Company under the Work Plan of the Audit Commission for 2017-2019.

THEY DECIDED:

1. To amend the Work Plan of the Audit Commission of IDGC of Centre, PJSC for 2017-2019 (Appendix #1 to the Minutes):

- to exclude the first stage of the audit of financial and economic activities of the Company for 2018;

- to perform the annual audit of financial and economic activities of the Company for 2018 in the period from December 2018 to April 2019.

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«**AGAINST**»: none

«**ABSTAINED**»: none

ITEM # 2:

Approval of the Program of audit of financial and economic activities of the Company for 2018 (approval of auditees, order, timing and scope of the audit).

THEY DISCUSSED:

Proposals of the members of the Audit Commission under the Program of audit of financial and economic activities of the Company for 2018, auditees, timing and scope of the audit.

THEY DECIDED:

1. To approve the Program of audit of financial and economic activities of the Company for 2018 in accordance with Appendix # 2 to the Minutes.

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«**AGAINST**»: none

«**ABSTAINED**»: none

ITEM # 3:

Attraction of specialists (experts) in their respective areas of auditees, including specialized organizations to participate in the audit.

THEY DISCUSSED:

Directions (questions), the scope of the audit to determine the need to involve specialists (experts) to participate in the audit.

THEY DECIDED:

3. Not to attract specialists (experts).

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«AGAINST»: none

«ABSTAINED»: none

ITEM # 4:

Distribution of responsibilities among the members of the Audit Commission and experts in case of their attraction, on auditees of financial and economic activities of the Company for 2018. Determination of members of the Audit Commission, responsible for collecting information, necessary documents and materials, as well as preparation of a draft of the conclusion (report) of the Audit Commission to the meeting of the Audit Commission to summarize the audit results.

THEY DISCUSSED:

Proposals of the members of the Audit Commission on distribution of responsibilities among the members of the Audit Commission on auditees of financial and economic activities of the Company for 2018, appointment of a member of the Audit Commission, responsible for collecting information, necessary documents and materials, the procedure of preparation of the Conclusion (Report) of the Audit Commission summarizing the audit results.

THEY DECIDED:

4.1. To distribute the responsibilities among the members of the Audit Commission on auditees of financial and economic activities of the Company for 2018 in accordance with Appendix # 2 to the Minutes.

4.2. To appoint the member of the Audit Commission, Sergey Vladimirovich Malyshev, responsible for collecting information, necessary documents and materials and their sending to members of the Audit Commission, participating in the audit, for study and analysis.

4.3. To appoint the member of the Audit Commission, Sergey Vladimirovich Malyshev, responsible for preparation of a draft of the Report of the Audit Commission following the results of the audit of financial and economic activities of the Company for 2018.

Voting results:

«FOR»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«AGAINST»: none

«ABSTAINED»: none

ITEM # 5:

Determination of a list of information, documents, materials, required to audit each auditee, methods and sources of their receipt.

THEY DISCUSSED:

Proposals of the members of the Audit Commission on a list of information, documents, materials, required to audit each auditee, methods and sources of their receipt.

THEY DECIDED:

4.1. To approve the List of information, documents and materials, required to audit (inspect) each auditee and methods of their receipt in accordance with Appendix # 3 to the Minutes.

4.2. To send to Chief Executive Officer of the Company not later than three working days from the date of these Minutes a request to present the information, documents and materials, specified in Appendix # 3 to the Minutes.

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«**AGAINST**»: none

«**ABSTAINED**»: none

ITEM # 6:

Determination of a list of persons, who are necessary to attract for the audit (for explanation, clarification on certain issues).

THEY DISCUSSED:

A list of officials of the Company, who are necessary to attract for the audit (for explanation, clarification on certain issues).

THEY DECIDED:

5. To determine officials of the Company for explanation and clarification during the audit.

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«**AGAINST**»: none

«**ABSTAINED**»: none

ITEM # 7: Appointment of dates of meetings of the Audit Commission of the Company to assess the reliability of the Company's Annual Report, the Report on related-party transactions, concluded by the Company in the reporting year, annual accounting statements of the Company for 2018 and summarizing the audit.

THEY DISCUSSED:

Proposals of the members of the Audit Commission on dates of summarizing the audit of financial and economic activities of the Company for 2018.

THEY DECIDED:

6. To schedule the meeting of the Audit Commission on summarizing the audit of the financial and economic activities of the Company for 2018 – 29.03.2019, to assess the reliability of data contained in the Company's Annual Report and annual accounting (financial) statements of the Company for 2018, the Report on related-party transactions, concluded by the Company in the reporting year – 29.04.2019.

Voting results:

«**FOR**»: (M.A. Lelekova, S.A. Kim, O.A. Medvedeva, S.V. Malyshev, E.A. Kabizskina) - 5 persons.

«**AGAINST**»: none

«**ABSTAINED**»: none

Chairperson of the Audit Commission
of IDGC of Centre, PJSC

M.A. Lelekova