

Procedure for Shareholders' Familiarization with Information about Gazprom

This Procedure was developed to ensure OAO Gazprom shareholders (hereinafter – “the Company”) exercise their rights to receive information on the Company’s activities.

1. General provisions

1.1. This Procedure defines the rules of providing the shareholders with access to the Company’s documents and copies of documents.

1.2. The Company shall be obliged to provide shareholders with access to the documents envisaged by Clause 1 Article 89 of the Federal Law “On Joint-Stock Companies”.

1.2.1. Access to financial accounting documents and minutes of the meetings of the Company’s Management Committee can be provided shareholders holding in the total no less than 25% of the Company’s voting shares.

1.2.2. A list of persons entitled to participate in the General Shareholders Meeting shall be provided by the Company for familiarization at request of the persons included in this list and shareholders having no less than 1% of the votes. And details of the documents and mailing address of individuals included in the list shall be provided only subject to agreement of such persons.

1.3. The Company shall be obliged, at request of the persons having access to documents provided for by Clause 1.2 hereof, to provide copies of requested documents.

1.4. Access to the Company’s documents and provision of copies thereof shall be subject to confidentiality requirements of the Company.

1.5. The Company’s Articles of Association, a list of its subsidiaries, quarterly reports of the issuer and other documents shall be provided to the shareholders for familiarization on the Company’s web-page in Internet in accordance with the Company’s internal document on information disclosure.

2. Terms and conditions of providing documents

2.1. The shareholder's request for having documents for familiarization or copies thereof shall include the following information:

for individuals – surname, first name, patronymic, data of the ID document (series and (or) number of the document, date and place of issuance, issuing authority), for a legal entity - name, data on its location;

details of requested documents allowing to identify them (e.g., name, date, number, nature, contents);

address at which document copies are to be forwarded;

shareholder's signature.

The request shall be accompanied with an extract from the shareholder's register (from the depo account of the nominal holder) confirming the shareholder's rights to the Company's shares.

2.2. The shareholder's request can also include other data, including data on the state registration of the legal entity, contact numbers, fax numbers, electronic mail.

2.3. If the shareholder acts via his/her/its representative, the request is to be accompanied with an original (or a notarized copy) of the power of attorney containing data of the person/entity being represented and the representative (for individuals – surname, first name, patronymic, data of the ID document (series and (or) number of the document, date and place of issuance, issuing authority), for a legal entity - name, data on its location). The power of attorney is to be certified in accordance with valid laws of the Russian Federation.

2.4. A shareholder's a request for documents for familiarization or their copies can be decline based on the following reasons:

the applicant is not the Company's shareholder on the date when the request is presented or on the date when a payment document is presented confirming payment for the copies requested, which shall be regarded the date when the Company receives the request or the payment document;

the requested documents are not referred to the documents provided for by Clause 1 Article 89 of the Federal Law "On Joint-Stock Companies";

the request does not include all data indicated in Clauses 2.1 and 2.3 hereof or contain unreliable data or ambiguous data, which do not allow to identify documents the access to which or copies of which are requested by the shareholders;

the request is not accompanied with documents provided for by Clauses 2.1 and 2.3 hereof.

3. Procedure of Providing Documents

3.1. The documents envisaged by Clause 1.2 hereof shall be provided for familiarization within seven days from the day when a relevant request is submitted

by the shareholder to the following address: the Russian Federation, Moscow, Nametkina str. 16.

3.2. Copies of documents shall be forwarded to the address indicated in the shareholder's request.

Before copies of relevant documents are forwarded to the shareholder, it/he/she is to be informed in writing of the amount of payment for making copies, including an indication of banking details of Gazprom Branch for Business Support which makes copies of documents.

Payment taken by the Company for providing copies of documents cannot exceed costs incurred to make them. The Company's costs incurred to make document copies shall be determined based on the effective price list for printing services of the printing department of Gazprom Branch for Business Support.

3.3. The shareholder shall make payment for making copies of requested documents in advance and be confirmed by relevant payment documents.

3.4. Copies of documents shall be made and forwarded (provided) to the shareholder no later than 10 business days from the day when the Company received payment documents confirming payment of costs to be incurred for making copies of requested documents.