

**JSC NC “KAZMUNAYGAZ” POLICY ON ALCOHOL, NARCOTIC DRUGS,
PSYCHOTROPIC SUBSTANCES AND THEIR ANALOGUES**

JSC NC «KazMunayGas» (hereinafter - KMG), as the national oil and gas company of the Republic of Kazakhstan, is fully aware of complete responsibility before its employees and society to create safe working conditions in work environment and prevent industrial traumatism.

KMG encourages maintenance of a healthy lifestyle and expresses its concern about the possibility of unforeseen situations caused by inappropriate actions of employees under the influence of alcohol, narcotic drugs, psychotropic substances and their analogues, thus endangering the lives and health of employees themselves and surrounding persons.

To avoid hazards and reduce risks associated with alcoholic beverages, narcotics, psychotropic substances and their analogues, KMG prohibits the following:

access to KMG facilities by employees and third parties under the influence of alcohol, narcotic drugs, psychotropic substances and their analogues or under the influence of their side effects;

possession, use, production, storage and distribution of alcohol, narcotic drugs, psychotropic substances and their analogues, as well as substances restricted or limited in circulation by employees and third parties, acting on behalf of KMG during the performance of their employment (official) duties, including occurrence outside KMG facilities (except medical products that do not conflict with the full time performance of employment (official) duties, given the corresponding prescription from medical institution is available);

granting an employee a permit to work without him passing a mandatory pre-shift medical examination, pre and post-trip medical screening (in specified cases) or other specified procedures for determining the fact of consumption of alcohol, narcotic drugs, psychotropic substances and their analogues by employees;

At the same time KMG reserves the right to the followings:

to carry out a visual inspection of personal belongings during the admission of employees to KMG production facilities, with their consent;

in accordance with the established procedure, immediately send the employee or third party, acting on behalf of KMG, to unscheduled examination to determine the fact of consumption of alcohol, narcotic drugs, psychotropic substances and their analogues in the following cases:

- as a result of emergency and accidents;
- in case of reasonable suspicions of an employee being under the influence of alcohol, narcotic drugs, psychotropic substances and their analogues, as well as other substances (including, but not limited to, inappropriate behaviour, the presence of alcohol odour coming from employee, temporary physiological changes);
- in other cases, specified by the legislation of the Republic of Kazakhstan and KMG internal documentation;

systematically conduct sampling procedures to determine the fact of consumption of alcohol, narcotic drugs, psychotropic substances and their analogues, as well as other substances by employees, including the visual inspection of the employees' personal belongings on the voluntary basis;

in the specified order, to bring an employee or third party, acting on behalf of KMG, to disciplinary responsibility for the violation of this Policy's provisions which includes the termination of an employment contract.

The Policy applies to all KMG employees, as well as contractors' employees, providing their services at the KMG facilities, including transportation on the terms specified in the concluded contracts.

This document is publicly available to all interested parties.

KMG Management takes the responsibility for provision of required resources and conditions of the HSE management system.