



**Sakhalin Energy Investment Company Ltd.  
Public Consultation and Disclosure Plan, 2013**

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## INTRODUCTION

Sakhalin Energy Investment Company Ltd. (Sakhalin Energy) considers regular and meaningful engagement with the public and key stakeholders, as well as the public disclosure of relevant project information, to be important elements for the successful development of the Sakhalin-2 project (the project). To this end, since the very beginning Sakhalin Energy has actively sought to engage with stakeholders and provide information about its activities. This will continue throughout the life of the project.

Sakhalin Energy's general business principles state a clear commitment to transparent and open stakeholder engagement and the company takes this into consideration in the following objectives and approaches towards this engagement:

- it should be meaningful, purposeful and open, as inclusive as possible and practicable, and should incorporate as diverse range of views and interests as possible;
- it should aim to build strong, positive relationships with community and other stakeholders, to provide effective mechanisms for the exchange of views about previously identified issues and the ways in which Sakhalin Energy manages them, and to create conditions where emerging issues of concern are brought to its attention and addressed in a timely manner; and
- it should be documented and the records or summary of the records made public where possible, with the exception of those issues relating to personal information and privacy of individuals.

The company's strategy for public consultation and disclosure of information has evolved over more than 15 years of engagement with Sakhalin communities and other interested parties. It has been shaped by their feedback to provide what we intend to be a meaningful approach to ensure they are suitably informed of project activities and that the company has an effective means for hearing their concerns. Further to this direct feedback, Sakhalin Energy has complied with the legal requirements of the Russian Federation for public consultation as well as International Finance Corporation (IFC PS 1, 2012 revision) on the preparation of a public consultation and disclosure plan (PCDP).

This PCDP describes Sakhalin Energy's plans and programmes for public consultation and the disclosure of information for the project. Given the size of the project, Sakhalin Energy is committed to regularly engaging with the public and other stakeholders at the local level where the project is occurring and more widely at national and international levels. The PCDP describes Sakhalin Energy's plans for consultation at all three levels and includes:

- brief description of the project;
- summary of legal requirements and applicable international guidelines and conventions on consultation and disclosure;
- details of stakeholders grouping and how they are identified;
- feedback from consultation;
- consultation in the operation phase;
- description of the role of the community liaison organisation;
- explanation of Sakhalin Energy's grievance mechanism;
- key contact details.

There are eight appendices to this document:

- Appendix 1 sets out the company's statement of general business principles, which guides the company's operating philosophy.
- Appendix 2 provides contact details for locations of bulletin boards.
- Appendix 3 provides contact information for distribution of SIMDP information materials.
- Appendix 4 provides information on Sakhalin Energy's information centres.
- Appendix 5 provides a summary of non-governmental and community organisations which have been involved to date.
- Appendix 6 lists the existing stakeholders in Japan, in particular, on the island of Hokkaido.
- Appendix 7 provides a more detailed overview of the community liaison organisation.
- Appendix 8 provides the list of abbreviations used in this document.

Sakhalin Energy will update this plan on an annual basis or as required to take into account feedback from stakeholders consulted. This is the tenth edition of the PCDP, which has been updated to include more recent consultation strategies and activities.

# 1 PROJECT DESCRIPTION

## 1.1 Introduction

Sakhalin Energy is developing the project under a Production Sharing Agreement (PSA) concluded in 1994 between the Russian Federation Government, the Sakhalin Oblast Administration and Sakhalin Energy. The contract was the first agreement of its kind to be signed in Russia. The project has two licence areas offshore of the northeast coast of Sakhalin Island: Piltun-Astokhskoye (predominantly oil) and Lunskoye (predominantly gas).

Sakhalin-2, being one of the world's largest integrated oil and gas projects, comprises the following infrastructure:

- three offshore ice class platforms;
- some 300 km of the offshore pipelines;
- some 1600 km of the onshore pipelines;
- onshore processing facility (OPF);
- booster station 2;
- oil export terminal;
- LNG plant (first in Russia).

Due to the complexity of the project, Sakhalin Energy has taken a phased approach to its development. The seasonal oil production started in 1999, the year round oil production and offloading started in December 2008 and the first LNG was offloaded in March 2009.

As part of phase 2 of the project, Sakhalin Energy carried out extensive improvements to Sakhalin Island's infrastructure. Over forty bridges and about 150 kilometres of public roads were upgraded, repaired or replaced during the project and similar stretches of new roads were built. Ports and railways were also upgraded where required, and the project has provided funds to support the upgrade of the airport at Nogliki. In many cases, work was done on public or publicly used assets in partnership with the local authorities.

With the Sakhalin-2 project now fully operational, the company is exploring, in line with Sakhalin Energy's obligations to the Russian Federation, opportunities for the optimum development of the hydrocarbon resources within its licence to operate.

In 2013 the company will continue preparatory works for the development of the OPF compression project. This project covers installation of an additional compressor to sustain required pressure at the existing OPF for gas processing. Further works may be undertaken for potential development of the LNG Train 3 project and South Piltun project. In accordance with the RF legislation all required permits and approvals for these projects and/or their components will be obtained prior to commencement of the works.

Information about the Sakhalin-2 project can also be found at [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru) and [www.sakhalinenergy.com](http://www.sakhalinenergy.com).

## **2 LEGAL REQUIREMENTS AND STANDARDS**

Sakhalin Energy aims to ensure that the Sakhalin-2 project complies in all respects with the Russian law and the regulatory requirements for public consultation. Sakhalin Energy's objective is also to comply with the 2012 IFC Performance Standards (IFC PS) which serve as an international benchmark for good practice.

Although the Russian Federation has not yet ratified the Aarhus Convention on the access to environmental information and public participation in environmental decision making or the Convention on environmental impact assessment in a trans-boundary context (Espoo), the company recognizes the importance of these conventions, and has made efforts to meet the spirit of their intent insofar as it is applicable for a private sector company to do so.

This section outlines the key Russian Federation legislation and international guidelines and conventions concerning public consultation that apply to the project and how Sakhalin Energy has addressed them. It also sets out Sakhalin Energy's own principles concerning public consultation and the disclosure of information.

### **2.1 Russian regulatory context – the EIA process**

Russian regulatory requirements for public consultation and the disclosure of information generally focus on consultation around environmental impact assessments (EIA).

Project sponsors are required by the Russian Federation executive order № 372 of March 16, 2000 to prepare a preliminary environmental assessment at an early stage in a project's development, which then form a component of the public information and consultation process. The key consultation element in the Russian law is the public hearings process, which allows the public to comment both orally and in writing on an EIA. The project sponsors must then amend the EIA to incorporate comments received from the public. This EIA must be approved by the Russian authorities as part of the project documentation in order for project execution to proceed. Similar approach is undertaken in case of significant changes to an existing project that may have environmental impacts.

EIA together with the project documentation should then be submitted for the State Environmental Expert Review (SEER). The Federal law on environmental expert review (No. 174-FL, 23 November 1995) states that the review is a process of establishing the compliance of a proposed project with environmental requirements in order to determine whether or not the project may be implemented. It is a governmental decision-making tool to ensure that businesses embarking on new projects minimise any resulting damage to the environment. The examination is complex and comprehensive and involves the review of technical and legal documents, comprehensive economic draft programmes, environmental safety compliance reports and land conservation plans to consider the potential impact on subsoil resources, water resources, forests, land, air, flora and fauna.

Ecological expertise is an important element of the Russian EIA review process, and public involvement in the process is determined under the federal law "On ecological expertise", No. 174-FL (November 1995). The ecological expertise process is divided into two sections: state environmental expert review and public environmental expert review (public ecological expertise). The latter is an opportunity for interested parties to comment on the quality of the developer's EIA and to submit any objections. Article 22 of the abovementioned federal law states that, "public ecological expertise initiated by citizens or non-governmental organisations will be performed either prior to government ecological expertise or in parallel with it."

## **2.2 International guidelines**

Sakhalin Energy aims to comply with international best practice on public consultation and disclosure in developing the Sakhalin-2 project. It has developed this PCDP in accordance with the IFC PS 1 requirements relevant to stakeholder engagement as a reference for best practice (Section 2.2.1) and takes into account relevant international conventions on public participation where appropriate (Section 2.2.2).

### **2.2.1 IFC Performance Standards**

Before 2012 the company followed the World Bank (WB) Guidance Note F on public consultation and disclosure; the compliance with its implementation was demonstrated through the frequent and meaningful engagement that was undertaken with key stakeholders during the environmental, social and health impact assessment (ESHIA) process and the public disclosure of the ESHIA materials in 2003 and its addenda in 2005 as well as other documentation deemed to be of interest to the general public.

In 2012 the company adopted the 2012 revision of IFC PS, including those requirements that are related to stakeholder engagement. In particular IFC PS 1 Assessment and Management of Environmental and Social Risks and Impacts replaced the WB Guidance Note F.

The company adheres to the IFC PS 1 requirements during the preparation of this annual revision of the public consultation and disclosure plan (PCDP).

PS 1 advises that “Stakeholder engagement is the basis for building strong, constructive, and responsive relationships that are essential for the successful management of a project's environmental and social impacts”. It also underscores that “Stakeholder engagement is an ongoing process that may involve, in varying degrees, the following elements: stakeholder analysis and planning, disclosure and dissemination of information, consultation and participation, grievance mechanism, and ongoing reporting to affected communities”. The nature, frequency, and level of effort of stakeholder engagement may vary considerably and will be commensurate with the project's risks and adverse impacts, and the project's phase of development.

As per PS 1, the company also remains committed to ongoing engagement with key stakeholders during the construction and operational phases of the project. In compliance with Guidance Note to 2012 IFC PS1 (Annex B), the PCDP:

- (i) Describes regulatory, lender, company, and/or other requirements for consultation and disclosure.
- (ii) Identifies and prioritizes key stakeholder groups, focusing on affected communities.
- (iii) Provides a strategy and timetable for sharing information and consulting with each of these groups.
- (iv) Describes resources and responsibilities for implementing stakeholder engagement activities.
- (v) Describes communication methods and how stakeholder engagement activities are incorporated into a company's management system/process.

Guidance Note to 2012 IFC PS1 (Annex B) can be viewed at the IFC website at [www.ifc.org](http://www.ifc.org).



## **2.2.2 International conventions**

The two international conventions that are relevant to public consultation and disclosure are the UNECE Convention on the access to environmental information, public participation in environmental decision making and access to environmental justice “Aarhus Convention” (1998) and the UNECE Convention on environmental impact assessment in a trans-boundary context (Espoo) (1991). Both conventions oblige public authorities to undertake activities in relation to consultation and the disclosure of information. Whilst the Russian Federation has yet to ratify either convention, Sakhalin Energy nevertheless recognizes the purpose of the conventions and endeavours to embrace the spirit of their intent insofar as it is reasonable for a private sector company to do so.

### **2.2.2.1 Espoo Convention**

Espoo aims to promote consultation between signatory states where operations in one state have the potential to affect the environment in another. In nation states that have ratified the Espoo Convention, a project proponent would notify a “competent authority” if the project were considered to have potential for significant trans-boundary impacts. The authorities would then invite the potentially affected neighbouring state to participate in the EIA process. Should the invitation be accepted, an equivalent degree of public consultation should take place in both states. Espoo does not provide for private companies or individuals to initiate the process, instead leaving this as a responsibility of the governments that have ratified the Convention. The Convention does however provide for notification to be done through a third party, and in this situation, a private company may play a strong role.

It is clear from the geography of Sakhalin Island and the project that trans-boundary consultation efforts should involve Japan, specifically Hokkaido Island. Although the Russian Federation has not yet ratified Espoo, Sakhalin Energy acknowledges the benefits of seeking to fulfil the spirit of the Convention in its development of the project.

In addressing the spirit of Espoo, the company has undertaken a number of multi-stakeholder forums and technical meetings in Japan since 2002, and has established positive links at a technical level with organizations such as the Marine Disaster Prevention Centre. More details on the company’s strategy for engagement with the Japanese public and other key stakeholders is provided in Section 6.6 (this Section is available in Japanese as well as in Russian and English).

### **2.2.2.2 Aarhus convention**

The objective of the Aarhus Convention is to guarantee the rights of public access to information and to promote public participation in decision-making, as well as access to justice in environmental matters.

Aarhus establishes two main principles in relation to disclosure of environmental information:

- it obliges public authorities to make sure that information relating to the environment is available on request without discrimination;
- it also establishes the principle that environmental information should be provided pro-actively to any affected party.

Despite the responsibilities that the Aarhus Convention places on governments rather than private companies, as with the Espoo Convention, Sakhalin Energy acknowledges the benefits of seeking to act in the spirit of Aarhus, as demonstrated by its own requirements for public consultation and disclosure (see Section 2.3 below).

### 2.3 Company requirements

Sakhalin Energy has taken into account the guidelines and recommendations for public consultation and disclosure published by the IFC (Section 2.2.1) as well as relevant international conventions (Section 2.2.2) in developing its own standards for public consultation and disclosure. It also takes into account the consultation and disclosure commitments made publicly in the company's statement of general business principles, Sustainable Development Policy, Human Rights Policy, Commitments and Policy on Health, Safety, Environment and Social Performance (the HSE and SP Policy).

Sakhalin Energy's statement of general business principles (Appendix 1) includes the following:

*“Sakhalin Energy recognizes regular dialogue and engagement with our stakeholders is essential. We are committed to reporting of our performance by providing full relevant information to legitimately interested parties, subject to any overriding considerations of business confidentiality.”*

In addition, Sakhalin Energy takes into consideration the following objectives and approaches for consultations:

- public consultation should be meaningful, purposeful and open, as inclusive as possible and practicable, and should incorporate as diverse a range of views and interests as possible;
- consultation should aim to build strong, positive relationships with the community and other stakeholders, to provide effective mechanisms for the exchange of views about previously identified issues and the ways in which Sakhalin Energy manages them, and to create conditions where emerging issues of concern are brought to its attention and addressed in a timely manner;
- consultation should be documented and the records of consultation made public where appropriate and possible.

Where relevant World Bank group guidelines or policies (e.g. IFC Performance Standards) exist for the specific issues, such as on involuntary resettlement, cultural heritage and indigenous people, Sakhalin Energy aims to comply with international best practice as well. There are certain discrepancies between the RF requirements and IFC Performance Standards regarding some specific issues such as the requirement for Free, Prior, and Informed Consent of the Indigenous Peoples FPIC), community grievance procedure requirements etc. The company intends to meeting IFC requirements related to stakeholder engagement (see International Requirements Specification of Social Performance Standard available on company's website). In addition, the company intends to meet the spirit of key conventions and treaties that have not yet been ratified by the Russian Federation but which are nevertheless deemed to have relevance to the project as set out in the HSESAP. The first edition of the HSESAP was posted on the company's websites in Russian and English in January 2006.

The HSESAP is a living document and as such it is subject for periodic review. Good practice requires that the effectiveness of HSESAP commitments be monitored to determine whether mitigation measures are effective. Through this process the company determines whether any commitment needs amending, either to be made more explicit or altered, to remove the commitment if the action to which it refers has ceased, as stipulated in Section 3.4 of HSESAP<sup>1</sup>. As a result of this monitoring

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<sup>1</sup> Section 3.4 “Changes in Commitments” of HSESAP specifies the process relating to amendments to the HSESAP obligations.

activity, the HSESAP was revised in 2007, and published on the company website along with a rationale for each change made. In 2011 the company in agreements with lenders and their independent environmental consultant (IEC) has finalised the third revision with its posting on the company's website. In 2012 the company in agreements with lenders and their independent environmental consultant (IEC) has finalised revision of the international requirements applied by the company, primarily IFC PS 2012 edition, with posting of the revised HSESAP's updated standard specifications on the company's website<sup>2</sup>. The company's environmental and social performance is monitored against its commitments stipulated in the HSESAP.

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<sup>2</sup> [www.sakhalinenergy.com/en/library.asp?p=lib\\_actions\\_shelf&l=lib\\_social\\_USS](http://www.sakhalinenergy.com/en/library.asp?p=lib_actions_shelf&l=lib_social_USS)

### **3 CONSULTATION AND INFORMATION DISCLOSURE**

#### **3.1 Stakeholder engagement**

Stakeholders are persons or groups who have an interest in, are directly affected by, or are in a position to influence Sakhalin Energy's activities.

Sakhalin Energy has been informing and consulting a range of stakeholders about the Sakhalin-2 project since 1994. Stakeholders addressed in this document include:

- directly affected communities<sup>3</sup>;
- other communities on Sakhalin Island;
- vulnerable community groups<sup>4</sup>;
- stakeholders in Japan, particularly on Hokkaido Island;
- community initiative groups/associations and other non-governmental organisations (local, regional, international);
- media (local, regional, national, international) and other interest groups such as academic institutions and research foundations.

Sakhalin Energy has programmes of engagement with all of these stakeholder groups, and these are discussed in Section 6.

There are many other stakeholder groups with whom Sakhalin Energy engages in the course of its business. For example, it works closely with representatives of the Russian federal, regional and local authorities at various levels. Mechanisms for engagement with government authorities, customers, employees, contractors, shareholders and lenders, with which Sakhalin Energy has regular contact in the course of its business, are not addressed in this document. This document focuses on stakeholders who do not have formal relationships with Sakhalin Energy and who, as a result, may wish to use this document for information and guidance. Key stakeholders are listed in Appendix 5.

Sakhalin Energy will provide support to lenders public engagement activities associated with the project as agreed and appropriate.

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<sup>3</sup> An affected community is one in the vicinity of a permanent project facility, their SPZ and RoW, as well as temporary installations erected for construction purposes and/or used for project's operation. In event of an oil spill or other event this definition is expanded to include additional communities, including those in neighboring countries.

<sup>4</sup> Vulnerable groups and individuals include the following audiences that have greater susceptibility to impact:

- persons with disabilities and their careers;
- low-income families with average income less than subsistence level or those dependent on state support;
- non-registered land users;
- reindeer herders and their families;
- indigenous peoples;
- children;
- migrants, migrant workers;
- elderly people and veterans of war; and
- women-headed households with children under the age of 18.

### 3.2 Communication methods

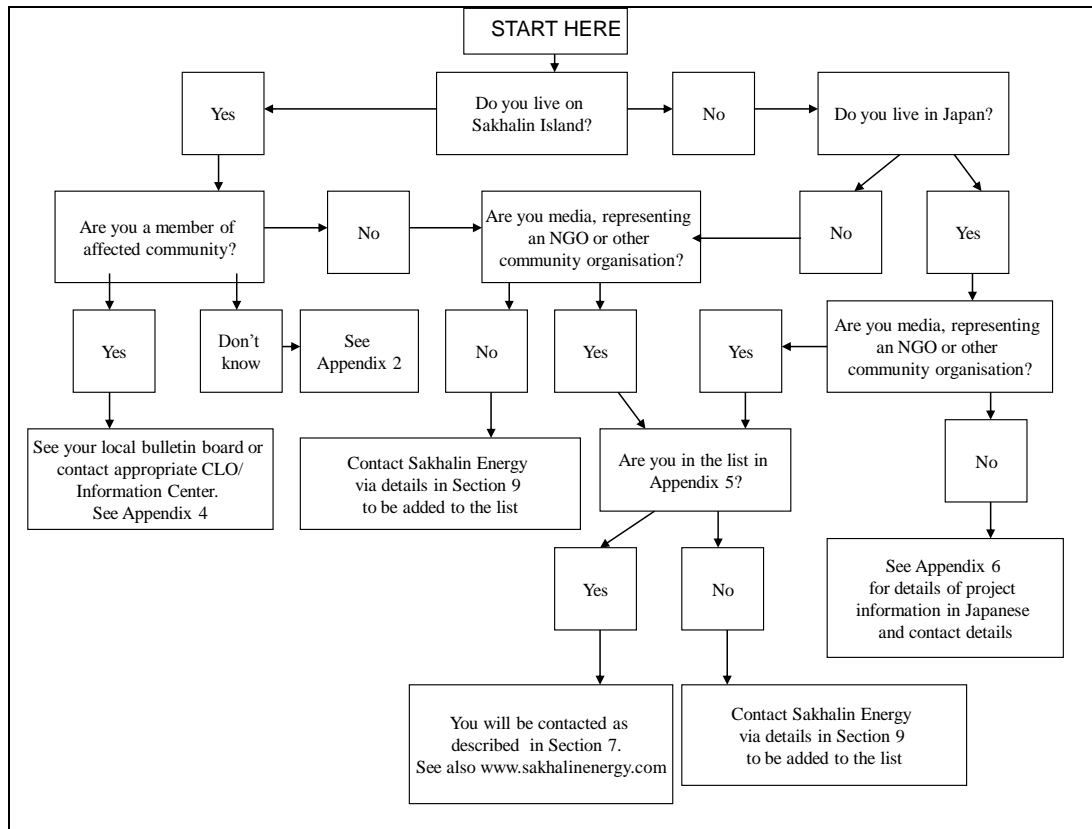
The table below describes stakeholders and relevant communication methods.

**Table 1: Communication methods**

| STAKEHOLDER GROUP                           | COMMUNICATIONS METHOD  |
|---|--|
| Affected communities (Section 6.2)          | <ul style="list-style-type: none"> <li>• Regional and district papers</li> <li>• Television and radio</li> <li>• Meetings with key community members (authorities, social, etc.)</li> <li>• Activities of company's community liaison organisation, including CLO's open hours</li> <li>• Information centers with bulletin boards, internet access and printed information on the project and ongoing activity in the company</li> <li>• Location of information materials and documents in communities (e.g. in the company's information centers and some additional district and settlement libraries on the Island)</li> <li>• Active dissemination of relevant information (leaflets, brochures)</li> <li>• Public consultations and meetings, including dedicated information sessions on issues that may be of particular interest/concern to the affected communities, with participation of company's technical experts and the management (as required)</li> <li>• Consultations and ongoing engagement under social impact assessment (SIA)/monitoring activity (during operation and construction in case of project expansions as appropriate)</li> <li>• Website</li> <li>• Site visits to project assets (except offshore due to operational and safety restrictions)</li> </ul> |
| Other communities on Sakhalin (Section 6.5) | <ul style="list-style-type: none"> <li>• The company's representatives meetings with community key members (administrations, social agencies, community leaders, etc.)</li> <li>• Consultations under SIA and monitoring activity (during operation and construction in case of project expansions as appropriate)</li> <li>• Location of information materials and documents in communities (e.g. in libraries and information centers)</li> <li>• Bulletin boards (in the information centers)</li> <li>• Regional and district papers</li> <li>• Television and radio</li> <li>• Website</li> <li>• Posters and displays on the company's grant programmes (in the information centers)</li> </ul>  |

| STAKEHOLDER GROUP  | COMMUNICATIONS METHOD  |
|--|--|
| Indigenous people (Section 6.4)  | <ul style="list-style-type: none"> <li>• IP CLO meetings with IP communities and organisations under the scope of Sakhalin Indigenous Minorities Development Plan (SIMDP)</li> <li>• Consultations with IP communities and organisations under the scope of SIMDP</li> <li>• IP CLO open hours</li> <li>• SIMDP website (<a href="http://www.simdp.ru">www.simdp.ru</a>)</li> <li>• Information bulletins (quarterly) distributed through distribution list given in Appendix 3 and posted on SIMDP website</li> </ul> |
| Stakeholders in Japan (Section 6.7)  | <ul style="list-style-type: none"> <li>• Meetings</li> <li>• Presentations</li> <li>• Libraries</li> <li>• Website</li> <li>• Expert panels, working groups</li> </ul>   |
| Community and other non-governmental organisations (local, regional, national and international) (Section 6.6, Appendix 4) | <ul style="list-style-type: none"> <li>• Website</li> <li>• Face-to-face meetings (as required)</li> <li>• Correspondence (letter and email)</li> <li>• Site tours to project assets (except offshore due to the operational and safety restrictions)</li> </ul>   |
| Media (Section 6.8)  | <ul style="list-style-type: none"> <li>• Press releases</li> <li>• Good news stories</li> <li>• Website</li> <li>• Face-to-face meetings (as required)</li> <li>• Press conferences (as required)</li> <li>• Interviews and site visits for press representative travelling to Sakhalin (as required)</li> <li>• Media visits and briefings</li> </ul>   |

The chart below shows how stakeholders can be grouped; how new stakeholders can identify themselves; how they can be identified by Sakhalin Energy or how they can contact Sakhalin Energy. New stakeholders are regularly identified and included in consultation.



### 3.3 Stakeholders engagement within the frames of sustainable development report preparation

In 2009 Sakhalin Energy joined the UN Global Compact ([www.unglobalcompact.org](http://www.unglobalcompact.org)) and decided to follow the public non-financial reporting standard of the global reporting initiative, GRI ([www.globalreporting.org](http://www.globalreporting.org)).

Sustainable development report covers the results of Sakhalin Energy activities, including environmental protection, personnel development, stakeholder engagement, social projects and other aspects. Sustainable development report is in public domain at the company's official website, Sakhalin Energy information centres, located in the Sakhalin communities and is widely distributed among stakeholders listed in Section 3.1.

As part of the reports preparations the company commits to hold regular consultations with stakeholders so they can share their opinions on the company's activity and make recommendations on further development of the company's responsibility in production, environment and social areas.

Consultations are conducted in a form of dialogue twice a year. During the first round of a dialogue the company presents information on company's activity for the reporting period to stakeholders. Participants of the dialogue comment and discuss what additional information of wide audience interest might be included into the report, ask questions. During the second round of a dialogue the company responds to stakeholders' comments and questions received during the first round of a dialogue. Results of consultations, along with stakeholders' specific questions and the company's feedback, are included into sustainable development report of the corresponding reporting period. Sakhalin Energy's annual sustainable development reports are available at the company's web-site and are also disseminated to key stakeholders and participants of the dialogues; placed in the Information centres, and are also distributed during different events that the company participates in.

#### 4 CONSULTATION PROCESS

Sakhalin Energy has carried out extensive and island-wide consultation in relation to the project for more than a decade, and as a consequence has built many strong relationships on the Island. Consultation has also allowed Sakhalin Energy to identify and develop relations with a large number of different groups of stakeholders (see Section 3) as well as to develop appropriate mechanisms for engagement.

Throughout its consultation, Sakhalin Energy has endeavoured to ensure that:

- the people and groups it consults with are representative and inclusive of the vulnerable groups identified (as listed in Section 3.1);
- local traditions and cultural norms are respected in discussions and decision-making;
- the types of face-to-face meetings arranged and engagement methods used are varied to create conditions that encourage the widest possible range of people to participate.

The consultation process and the outcomes are described in detail in the social impact assessment (SIA) (2003), its addendum and in the previous Public Consultation and Disclosure Plan (before 2009) and Public Consultation and Disclosure Reports (starting from 2009) which are available on the company's website<sup>5</sup>. These documents can be viewed at [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru) (Russian) and [www.sakhalinenergy.com](http://www.sakhalinenergy.com) (English). They are also available in the Sakhalin public libraries listed in Appendix 2 and from Sakhalin Energy on request (Section 9). Sakhalin Energy has an additional engagement programme with the Island's indigenous people, which is described in the Sakhalin Indigenous Minorities Development Plan (SIMDP). The first phase of the Plan was launched and made available on the website in 2006 and the second five-year SIMDP (2011-2015) was published at the end of 2010 (also available at [www.simdp.ru](http://www.simdp.ru)).

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<sup>5</sup> [www.sakhalinenergy.com/ru/library.asp?p=lib\\_social\\_shelf&l=lib\\_social\\_campaignplan](http://www.sakhalinenergy.com/ru/library.asp?p=lib_social_shelf&l=lib_social_campaignplan)  
[www.sakhalinenergy.com/en/library.asp?p=lib\\_social\\_shelf&l=lib\\_social\\_campaignplan](http://www.sakhalinenergy.com/en/library.asp?p=lib_social_shelf&l=lib_social_campaignplan)



## **5 FEEDBACK FROM CONSULTATION**

Sakhalin Energy keeps records of public meetings in a database, and can make minutes of relevant meetings available for public access upon request (on its website and in libraries throughout Sakhalin Island). The External Affairs team is responsible for ensuring that any actions arising from meetings are addressed and are subsequently reported back to the stakeholders as part of company's regular engagement activities. Feedback from stakeholders in relation to the issues and project-related concerns are taken into consideration when developing policies and work programmes.

The company welcomes feedback on public consultation and suggestions for improving disclosure and communication. The detailed information on the engagement activities undertaken throughout a year and on how Sakhalin Energy addressed the consultations feedback is described in the annual public consultation and disclosure report. This PCDP will be updated to reflect these suggestions as appropriate.

## 6 CONSULTATION DURING OPERATION

Sakhalin Energy has developed programmes for engaging with each of the stakeholder groups identified in Section 3. These include a number of commitments to release information in printed or electronic form into the public domain. For convenience, these are summarised below.

The date, time and venue for all key consultation meetings will be posted in a calendar on the company website as well as advised to the stakeholders via other methods of communication such as notices in the communities, announcements in the media, invitation letters, etc. This information will include activities related to consultations with the Island's indigenous communities, which will also be made available in culturally appropriate ways as a rule.

### 6.1 Public domain information

Sakhalin Energy intends to release information into the public domain regularly and systematically during implementation of the Sakhalin-2 project. It will announce the release of information into the public domain on its public website [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru) (Russian) and [www.sakhalinenergy.com](http://www.sakhalinenergy.com) (English). As a minimum, it will:

- publish an annual public consultation and disclosure report in Russian and English, which will be distributed to key stakeholders throughout and outside of Sakhalin Island, placed in libraries in those communities listed in Appendix 2, and posted on the Sakhalin Energy public websites;
- make publicly available the ESHIA, ESHIA addenda and key documents such as the Resettlement Action Plan (RAP), Sakhalin Indigenous Minorities Development Plan (SIMDP), Marine Mammal Protection Plan and Oil Spill Response Documentation, for the life of the project, and as appropriate, for project expansion and modification;
- make publicly available additional environmental and social position papers and selected key environmental and social monitoring reports, as appropriate;
- produce monthly community project updates, which will be published in 11 district newspapers. The company will include within this community project update information on the project implementation;
- produce a weekly "Energy" TV programme providing information about the project's development;
- update the public website with project information and planned/ongoing engagement activities, as necessary. The website has a feedback feature to encourage questions and comments;
- update the community about the resolution of major issues through the media or other mechanisms as appropriate, as appropriate;
- post additional company information via public media;
- make news announcements by email and at times in press conferences to local, regional, national and international media. Copies of media announcements will also be placed on the public website. Staff will be available to answer queries related to media announcements by telephone;

- company will endeavour to respond to correspondence received from the stakeholders within 14 working days and to grievances within 7 working days of receipt. The company's response will be sent by post or e-mail to the address indicated by a stakeholder that initiated the contact (unless the correspondence was anonymous). [Please note that whilst we will do our best to meet this timeframe, delays might occur, for example when translation is required to enable certain staff members (e.g. those with a particular technical expertise) to contribute to the response.]

## **6.2 Consultation and information disclosure in project affected communities**

- Sakhalin Energy's general aims and approaches for all consultation are discussed in Section 2.3.
- Sakhalin Energy endeavours to ensure that the people and groups it consults with are representative and inclusive of vulnerable groups identified in Section 3.1; local traditions and cultural norms are respected in discussions and decision-making; and that face-to-face meetings arranged are varied and create conditions that encourage diverse participation.

Sakhalin Energy undertakes a public meetings programme in key project affected communities during the operations period and in case of project expansion or modification which involves construction activities. The company shall provide transport to and from the meeting locations to facilitate public attendance at these meetings as required. During operational phase public meetings will be held in the affected communities when required for transfer of important information, as well as to consult on the planned expansion works.

Planned schedule of public meetings is available on the company's website<sup>6</sup>.

The date, time and venue for the public meetings shall be announced in key Sakhalin newspapers (as listed in Table 2) three weeks prior to any public meeting as well as placed in the company's information centres. Notices of the forthcoming meetings will also be available in public places in the communities. Key stakeholders with whom the company has frequently engaged shall be informed of the meetings by e-mail or in writing. The schedule of public meetings is also available on the company's website.

## **6.3 The company information centres activity in communities**

The network of Sakhalin Energy information centres established on the basis of district and settlement libraries in 23 communities ensures an effective tool of communication and system of receiving feedback from communities residing in close vicinity to Sakhalin-2 project assets.

Sakhalin Energy will continue to provide regular information to affected communities via company information centres which, in turn, have regular contact with and are closely monitored by the company's Municipal Liaison Coordinator and Community Liaison Officer. Details on role and responsibilities of the company information centres are described in Section 7 and Appendix 7.

Residents of the Island can lodge grievances in the company information centres. Sakhalin Energy has developed a Public Grievance Procedure to ensure that grievances are resolved as efficiently as possible (Section 8). The guidance on steps

<sup>6</sup> [www.sakhalinenergy.com/en/documents/Consultation\\_activity\\_2013\\_en.pdf](http://www.sakhalinenergy.com/en/documents/Consultation_activity_2013_en.pdf)  
[www.sakhalinenergy.com/ru/documents/Consultation\\_activity\\_2013\\_ru.pdf](http://www.sakhalinenergy.com/ru/documents/Consultation_activity_2013_ru.pdf)

that should be undertaken to lodge a grievance is available in the libraries listed in Appendix 2, on the Sakhalin Energy website as well as in the Public Grievance Leaflet that is available for public distribution and explains the Procedure to potential complainants. Consultants of the company information centres have also been trained to record grievances and to pass them to the company's authorised staff.

Municipal Liaison Coordinator, Community Liaison Officer and IP CLO will also make visits to the project-affected communities on Sakhalin Island at least twice a year as well as upon request to ensure that communities have regular access to a representative of the company to discuss any project-related issues and to receive updates on project activities and initiatives. Information on these visits will be announced in advance on bulletin boards. Details on role and responsibilities of the municipal liaison coordinator, community liaison officer and IP CLO are described in Section 7 and Appendix 7.

In addition to the network of company information centres, Sakhalin Energy also provides printed information about the project as well as means for people to provide feedback in written form. Sakhalin Energy encourages people with grievances to complete a public grievance form, which is appended to the public grievance leaflet given in Section 8, as these are processed as a high priority.

### **6.3.1 Other methods of communication with affected communities**

Sakhalin Energy provides regular information about project implementation in advertisements, and in local media (newspapers are listed in Section 6.5 and Appendix 2) and on its public website in Russian and English: [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru) (Russian) and [www.sakhalinenergy.com](http://www.sakhalinenergy.com) (English).

Sakhalin Energy operates a special free hotline for telephone queries and complaints from communities within Sakhalin Island. The number is +7 4242 662400 (when dialling from Sakhalin Island). For people who would prefer to speak to a woman or to a man, or who would like to speak to someone in Russian, English or through an interpreter from Japanese, Sakhalin Energy operates a number of special telephone lines, which are listed in Section 9. See Appendix 6 for the stakeholder engagement arrangements in Japan.

Sakhalin Energy's External Affairs team monitors the project's impacts related to operations and expansion/modification activities, relations between contractors/subcontractors and local communities and conducts public opinion surveys annually in project affected communities that will be continued in 2013. Information on the social performance monitoring programme that is currently being revised is available at the company's website<sup>7</sup>.

### **6.3.2 Consultations and information disclosure with residents in the vicinity of the Prigorodnoye complex accommodation facility**

Under the social impact monitoring programme, the company specialists have regular engagement with residents of Korsakov which is the closest community to the Prigorodnoye complex. Objectives of this engagement are to identify potential concerns and impacts, to monitor the resolution of grievances and to inform the community on project implementation status.

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<sup>7</sup> [www.sakhalinenergy.ru/ru/documents/70\\_Social\\_Performance\\_Monitoring\\_R.pdf](http://www.sakhalinenergy.ru/ru/documents/70_Social_Performance_Monitoring_R.pdf)  
[www.sakhalinenergy.com/en/documents/70\\_Social\\_Performance\\_Monitoring\\_E.pdf](http://www.sakhalinenergy.com/en/documents/70_Social_Performance_Monitoring_E.pdf)

### **6.3.3 Consultations and information disclosure with regards to OPF compression project**

In 2013, with regards to the OPF compression project planned in the area of OPF location, consultations with stakeholders will be conducted as part of the Environmental, Social and Health impact assessment (ESHIA). The impact assessment is being carried out by a specialized contractor.

Sakhalin Energy held the 1<sup>st</sup> round of public consultations in 2012 as part of integrated impact assessment.

During consultations the ESHIA contractor with the support of company will provide project related information and will receive feedback on community's concerns/potential impacts and mitigations and etc. towards this planned activity, in order to take all these aspects into account as part of the decision-making process. The ESHIA report will be made publicly available prior to the start of the construction works.

Consultations will be held in Q2 2013 in Nysh, Nogliki and Yuzhno-Sakhalinsk as required.

### **6.3.4 Consultations and information disclosure with dachas owners at Prigorodnoye**

In April 2012 the Chief Sanitary Doctor established the final size of sanitary protection zone (SPZ) around the Prigorodnoye production complex: as 700 meters from the border of industrial site and 1000 meters from the emission sources at the complex.

There are no communities within the actual boundaries of the production complex; however, approximately 40 dachas lie in close proximity to the edge of the SPZ<sup>8</sup>. Dacha season in this part of the island is from May to October inclusively. The Prigorodnoye dacha residents, closest to the SPZ edge, belong to the dacha community "Stroitel".

As part of further engagement with the "Stroitel" dacha community the company will implement the following key activities in 2013:

- ongoing monitoring of the quality of life indicators (in the presence of dacha community representative when monitoring the air quality and noise levels);
- conduct air quality and noise monitoring at the dacha plots during routine maintenance shut down associated with flaring activities at the Prigorodnoye complex (lenders' recommendation);
- meetings with Sakhalin Energy specialists (when required);
- inviting dacha community "Stroitel" representatives to participate in stakeholders' consultation as part of 2012 and 2013 sustainable development report preparation (see Section 3.3 for details);
- provide dacha owners with materials related to the sanitary protection zone around the Prigorodnoye complex (lenders' recommendation);

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<sup>8</sup> An SPZ is a designated area around an industrial facility. The territory of the SPZ is aimed for:

- reduction of the level of all impacting factors to the required hygienic norms by the edge of the SPZ;
- provision of a sanitary barrier between the territory of an industrial facility and residential area.

- arrange additional information session on emergency prevention and response system at the Prigorodnoye complex, (lenders' recommendation).

Members of dacha community "Stroitel" can also apply to the company information centre in Korsakov with questions and complaints related to the Sakhalin-2 project activity.

### **6.3.5 Cancellation of meetings due to unforeseen circumstances**

If the company needs to cancel a meeting due to weather, illness or another unforeseen event then the event will be rescheduled as soon as practicable following the cancellation and the company will alert the local community, the media and/or government etc as appropriate to confirm that the meeting has been cancelled and what alternative arrangements have been made.

If it is not possible to reschedule, then the company will provide a copy of the presentation materials and other relevant documents to the local administration and the company's information centers.

## **6.4 Indigenous people consultations**

The company regularly engages with representatives of indigenous people (IP) living in all districts of traditional residence and districts of traditional economic activities of Sakhalin IP irrespective of their place of residence and level of the project impact.

All activities related to consultations with IP representatives are included in the Sakhalin Indigenous Minorities Development Plan (SIMDP) for 2011-2015. The second SIMDP as well as the first one are based on international standards related to IP and is executed in accordance with these standards. The requirements of the international standards that appeared following the approval of the first SIMDP in 2006 were included into the second SIMDP execution procedures and management structure. These new standards developed by International Financial Corporation (2006)<sup>9</sup>, European Bank of Reconstruction and Development (2008) and Asian Bank of Development (2010) have strengthened the requirements towards participation, consultations, and profits distribution. SIMDP 2 was developed with a "free prior and informed consent" (FPIC) of the indigenous people, as this principle was set forth in the United Nations Declaration on the Rights of Indigenous Peoples (2007) and is also endorsed by the IFC in the 2012 revision of the Performance Standards.

Consultations with reindeer herders during the operations phase and in case of project expansion or modification will be also done within the frames of the SIMDP execution.

Consultations with IP in 2013 will be done within the frames of SIMDP execution in all places of traditional residence and traditional economic activities of the Island's indigenous communities:

- 1) The main purpose of consultations – providing information about the status of SIMDP execution, the SIMDP specific grievance procedure and the way it works, programme committees, receiving of concerns and ideas for potential projects, as well as discussion of any other issues related to management and execution of the Plan and its programmes.
- 2) Continuous support of SIMDP web site – [www.simdp.ru](http://www.simdp.ru) (news, documents update, etc.).

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<sup>9</sup> As the second SIMDP was developed in 2010, the 2006 IFC Performance Standards were applied at the time.

- 3) Regular issue and distribution of information bulletins.
- 4) Regular update of information stands in 11 IP communities: Okha, Nekrasovka settlement, Val settlement, Nogliki, Tymovskoye, Chir-Unvd, Viakhtu, Trambaus, Smirnykh, Buyukly and Poronaisk.
- 5) Face-to-face and group meetings and consultations with representatives of SIMDP partners in Yuzhno-Sakhalinsk and in places of traditional residence of the indigenous communities.
- 6) Individual consultations regarding applications for grant funds within the frames of SIMDP programmes.
- 7) IP CLO open hours in the places of traditional indigenous residence.

## 6.5 Consultations and disclosure in other Sakhalin communities

Sakhalin Energy's consultation extends to the main district centres as well as other towns, villages and rural settlements. For a full list of company information boards where project information is placed regularly, please see Appendix 2.

Sakhalin residents can consult the two main Sakhalin Island newspapers for details of project news. These are: Gubernskiy Vedomosti and Sovetsky Sakhalin.

In addition, project news and information relevant to specific communities are published as required in the following district newspapers:

**Table 2: District newspapers used for project news and information distribution**

| DISTRICT  | NEWSPAPER(S)           |
|-----------|------------------------|
| Aniva     | Utro Rodiny            |
| Dolinsk   | Dolinskaya Pravda      |
| Kholmsk   | Kholmskaya Panorama    |
| Korsakov  | Voskhod                |
| Makarov   | Novaya Gazeta          |
| Nogliki   | Znamya Truda           |
| Tymovsk   | Tymovskiy Vestnik      |
| Poronaisk | Express, Zvezda        |
| Smirnykh  | Novaya Zhizn'          |
| Okha      | Sakhalinskiy Neftyanik |

In 2013 Sakhalin Energy will continue information campaign as part of the community awareness programme to increase public awareness and knowledge of pipeline safety during the company's operations through:

- anti-vandalism posters;
- notification letters to various relevant stakeholders (land users, forestry, fisheries)
- deliver specific information articles in district newspapers (Table 2);
- public meetings; and

- direct contacts with nearby land users and heads of municipal administrations (when needed).

## **6.6 Community and other non-governmental organisations**

### **6.6.1 General**

All important information about the company activity is made publicly available either through the company website or through local media (Table 2). When key documents are made publicly available, they are placed in the company's information centres and on the company's web-site. Copies are also available upon request. The annual report and other publications that may be of interest will be provided during the course of the year.

Meetings with community-based and NGO organisations are organised via phone, fax or email. For public events, information about meeting dates, times and venues is published in the newspapers listed in the Table 2. There is not a rigid timetable of NGO consultation. The company endeavours to meet with key NGOs on an "as needed" basis that is convenient for all parties. The company is open and available for such meetings. The company endeavours to continue to make available technical experts for discussions on pertinent issues with key organisations and communities on request, and to organise occasional site tours where possible and as allowed by the operational facilities regime. For meetings of a technical or substantive nature either party should provide the other with a minimum of 30 days notice of the request to meet, to ensure the availability of relevant experts for the discussion and to enable other necessary preparations.

In addition to discussing concerns or issues the company has been actively engaged in discussions with international organisations regarding possible sustainable development and social investment projects and initiatives in partnership with Sakhalin Energy.

### **6.6.2 Local**

Sakhalin Energy will meet with key NGOs on a basis that is convenient for both parties or upon reasonable request that specifies the purpose of and timeline for a meeting/visit. IP CLO and company's specialists also meet with groups and concerned individuals in communities on an "as needed" basis that is convenient for all parties.

### **6.6.3 Regional and national**

Sakhalin Energy representatives where possible meet with representatives of the national and Russian Far East NGO community when these groups visit Sakhalin, or alternatively when company representatives visit the Far East or Moscow. Where practicable, meetings are arranged with the company's technical staff. The company plans to continue this practice in the future.

The company has also regularly engaged with Japanese NGOs. Details on the engagement in Japan are provided in Section 6.7.

### **6.6.4 International**

Recognising the importance of a reasonably justified approach to environmental issues, the company continued cooperation with the International Union for conservation of nature and natural resources (IUCN) and proposed to establish a



specialists group to provide consulting that will enable the company to adopt optimal solutions during construction and operations of offshore facilities that do not impact gray whales. In November 2006 the first meeting with the Western Gray Whale Advisory Panel (WGWAP) was held, convened by the IUCN at Sakhalin Energy's request. The general meetings of the Panel continue to be held on a bi-annual basis accompanied by a number of focus group meetings on certain issues. The experts are drawing up recommendations for improvements in offshore construction, operation and research related to gray whales, which are carefully considered by Sakhalin Energy for their applicability to the company's research and mitigation programmes.

Sakhalin Energy representatives where possible meet with representatives of the international NGO and governmental organisations or interest groups when these groups visit Sakhalin, or alternatively when company's representatives visit other countries.

International NGOs are also updated on the project progress and have a forum to discuss their concerns/issues when meeting with representatives of Sakhalin Energy's shareholder companies at international events, such as Sakhalin oil and gas conference.

## **6.7 Japanese stakeholders engagement**

### **6.7.1 Introduction**

Due to the proximity of Sakhalin Island to Hokkaido Island the company recognises the importance of engagement with stakeholders in Japan, particularly with those who may be affected by the project. These include Japanese businesses that may benefit from the economic development in the region (e.g. those in the travel, tourism and other service sectors) as well as those who could be adversely affected in a non-routine event, e.g. an oil spill, such as fishing communities. Sakhalin Energy has established relationships with the Hokkaido authorities and other stakeholder groups on Hokkaido, including the Marine Disaster Prevention Centre (MDPC) and fisheries cooperatives.

As it was agreed with the lenders, in 2010 the company started establishment of sustainable, flexible engagement scheme with Japanese stakeholders through involvement of Russian External Affairs (EA) staff and Japanese translator. Responsibilities of the EA person include engagement with Japanese-speaking stakeholders such as government and community representatives, media and non-governmental organisations, during implementation of the Sakhalin-2 project. Lenders' representatives participate in each meeting and provide their feedback to the Sakhalin Energy representatives. Such engagement process is sustained from 2011 onwards. Stakeholders in Japan with whom the company has been in contact to date are listed in Appendix 6 below.

Representatives of Sakhalin Energy's External Affairs department visit Japan at least twice each year to meet with stakeholders who wish to discuss project-related issues. Technical experts are made available to provide presentations at these meetings, and to answer questions. In 2013 the technical specialist discussions will continue to be held so that detailed discussion regarding trans-boundary issues, including oil spill response, can take place (e.g. annual Hokkaido Fisheries Forum, international symposium on Okhotsk Sea and Sea Ice).

The company also meets with representatives of Japanese community and non-governmental organisations who visit Sakhalin Island and wish to discuss project-related issues with Sakhalin Energy.

Japanese stakeholders are identified through a variety of mechanisms including meetings with organisations, correspondence and with assistance from organisations in Japan with which Sakhalin Energy collaborates. Meetings are organised via email, letter and phone.

### **6.7.2 Materials available in Japanese**

On topics that are of a relevant trans-boundary nature, Sakhalin Energy translates key public domain information into Japanese. Principally this includes information about trans-boundary environmental and social issues. The list of materials that have already been made available in Japanese could be found in the public consultation and disclosure report for 2012.

Other relevant materials will be available in Japanese as they become available. Company media releases will be translated on an ad hoc basis.

Hard copies of documents in Japanese are available for review at the following libraries in Japan:

- Wakkanai Library, 4-1-1, Daikoku, Wakkanai-shi, Hokkaido Tel: 81-162-23-3874;
- Monbetsu Library, 3-1-8, Saiwaicho, Monbetsu-shi, Hokkaido Tel: 81-1582-4-2111;
- Abashiri Library, 3 chome, Kita 2 jyo Nishi, Abashiri-shi, Hokkaido Tel: 81-152-43-2426;
- Hokkaido Library, 41, Higashi-machi, Bunkyo-dai, Ebetsu-shi, Hokkaido Tel: 81-11-386-8521.

For more information, please contact Sakhalin Energy at [SEIC-ask-japan@sakhalinenergy.ru](mailto:SEIC-ask-japan@sakhalinenergy.ru) or telephone +7 4242 662866 (in English, an interpreter to/from Japanese will be arranged upon request).

### **6.7.3 Public consultation activities in Japan**

Sakhalin Energy acknowledges the benefits of good communication with Japanese stakeholders and in seeking to fulfil the spirit of the Espoo Convention in the development of the project. During 2013 the company will undertake a number of consultation and engagement activities in Japan. This programme has been developed with feedback from stakeholders, including the participants at several meetings in Japan, which the company have attended and/or initiated.

Key stakeholder activities in 2013:

- Participation in the International Symposium on the Okhotsk Sea and Sea Ice in Mombetsu – Q1 2013.
- Participation in the general meetings of Hokkaido Fishery Association, Japan Coast Guard, Hokkaido Government – Q1, Q3 2013.
- Participation in the meetings with Okhotsk communities, mainly local fishermen, to be held during 2013.

The planned engagements for 2013 are listed in the consultations activities calendar on the company website.

A review of the engagement activities in Japan will be undertaken at the end of Q4 2013 to determine the 2014 programme in consultation with the Japan Bank for International Cooperation (JBIC) and the other senior lenders to the Sakhalin-2

project.

### **6.8 Media and other interest groups**

Sakhalin Energy's External Affairs departments in both Moscow and Yuzhno-Sakhalinsk communicate regularly with representatives of the mass media as well as other interest groups such as educational and research institutions.

Formal meetings, such as media briefings and discussion are held when required. There is also informal interaction with representatives of these groups.

Media are informed in advance of media briefings and other meetings by telephone, fax or email as appropriate.

External Affairs team monitors the local, federal and international media on a daily basis.

**Table 3: Mass-media activity**

| <b>Format</b>                            | <b>Frequency</b>      | <b>Language</b>           |
|--|-----------------------|---------------------------|
| Media briefings for Sakhalin journalists | When appropriate      | Russian                   |
| "Energy" TV programme                    | Weekly                | Russian/ English subtitle |
| Community project update                 | At least once a month | Russian                   |
| "At a Glance" page in the internet site  | Regularly             | Russian/English           |
| "Vesti" newspaper                        | Monthly               | Russian/ English          |

## **7 COMMUNITY LIAISON ORGANISATION**

### **7.1 Sakhalin Energy community liaison organisation**

In accordance with international best practice, e.g. IFC Guidance Note F on public consultation and disclosure, community liaison organisation is now an integral component of large oil and gas projects.

Community liaison organisation was established in Sakhalin Energy in 2003 and provided interface between the company and the community. It has evolved throughout the life of the project and starting from 2011 Sakhalin Energy community liaison organization consists of Sakhalin Energy information centres network, municipal liaison coordinator, CLO and indigenous people CLO. The CLO is based in Nogliki, IP CLO is based in Val, and municipal liaison coordinator is located in the company's headquarters in Yuzhno-Sakhalinsk. The most up-to-date contact details of the CLO can also be found on the Sakhalin Energy web-site and are provided in Appendix 2 to this Plan.

Sakhalin Energy information centres were established on basis of district and settlement libraries in period 2008-2010. Their role is to provide regular updates on project activities (e.g. help residents to find required information on the Internet or give printed information, etc.) and to help ensure that actual or potential grievances are dealt with in a timely and effective manner (e.g. support local resident to fill up grievance form and communicate it to company). The benefits of the Sakhalin Energy information centres network:

- Libraries network expands to all potentially project affected communities (near those project facilities are located).
- Communities' residents have easy access to the company information at convenient time.
- Opportunity to provide access to information on any type of data carriers.

Librarians - consultants of Sakhalin Energy information centres are capable to provide services during regular library business hours.

The overall purpose of the company information centers is providing assistance to the public with finding answers to questions concerning project activities.

Specifically, the information centers implement the following activities:

- provide the project and company related information in hard-copies and on multimedia data carries;
- provide access to the company website: [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru);
- assist local residents with job application processes and informing them about employment opportunities available (this information can also be found on company's web-site), as well as about the company's grant programmes;
- distribute information on local business development opportunities;
- assist in arranging meetings between the local stakeholders/community residents and company representatives;
- assist in filling the public grievance form; and
- passing community concerns and grievances related to the project activities to company's relevant staff.

It is important to note that it is not within the remit of the information centers to solve

a grievance or other issues, but rather to assist in finding information of interest and, if required, to send a query to the company via municipal liaison coordinator or the CLO.

Consultants of the company information centers receive adequate annual training and have an opportunity to visit the company assets as part of the training. Planned programme of training events for consultants in 2013 will include the following: Sakhalin-2 project overview, Grievance procedure, company's social programmes, community engagement and visits to some of the company's assets.

The municipal liaison coordinator located in Yuzhno-Sakhalinsk is in charge of the company information centers activity. The CLO and Municipal Liaison Coordinator are available for advice to information centre consultants at all times via phone or email.

The company's materials and project updates are delivered to information centers at least once a month. Representatives of the company's community liaison organisation will also make visits to the information centers to provide advice to consultants at least twice a year and upon request.

The Table 4 shows the community liaison organisation as of December 2012.

**Table 4: community liaison organisation**

| Organisation        | No. | Details   | Locations         | Contact Details                             |                                    |
|---------------------|-----|---|-------------------|---|------------------------------------|
| Corporate           | 1   | Sakhalin Energy Municipal Coordinator Liaison   | Yuzhno-Sakhalinsk | 662296                                      |                                    |
|                     | 1   | Community Liaison Officer   | Nogliki           | 294408                                      |                                    |
|                     | 1   | Sakhalin Energy IP Community Liaison Officer addresses issues related to indigenous peoples | Val               | 294208                                      |                                    |
| Information centres | 23  | Sakhalin information consultants  | Energy centres    | 23 communities (see Appendix 4 for details) | See Appendix 4 for contact details |

## 7.2 Open hours

The company information centers are open in 23 communities of 9 districts and will remain functional during the project's operations phase. Community residents can contact the company information centre consultant at their convenience at any time during the regular library business hours. The up-to date list of company information centers is maintained at the Sakhalin Energy website: [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru) and is also provided in Appendix 4.

Municipal liaison coordinator's and CLO's open hours are arranged on an as-needed basis (i.e. when a necessity arises) in the company's information centres; community is informed on the open hours via announcements on community billboards and in the local printed media as required. The IP CLO has regular open hours: in Val settlement – every Thursday from 11:00 till 13:00, in Nogliki – every Friday from 11:00 till 13:00, and in other districts of the traditional indigenous residence – at least

twice a year and upon request.

## **8 PUBLIC GRIEVANCE PROCEDURE**

### **8.1 Reporting grievances**

A grievance can be defined as an actual or perceived problem that might give ground for complaint. As a general policy, Sakhalin Energy will work pro-actively towards the prevention of grievances through the implementation of impact mitigation measures and community liaison activities that enable Sakhalin Energy to anticipate and address potential issues before they become grievances. Nevertheless, should grievances emerge, Sakhalin Energy is committed to addressing these in a timely and effective manner in accordance with the Russian Federation law, international best practice and the company's internal grievance procedure. Resolution of the grievances related to the activities of Sakhalin Energy's suppliers, contractors and sub-contractors is carried out through the respective asset managers. The company's asset managers are responsible for the implementation of the grievance procedure within individual asset teams including contractor and sub-contractor organisations.

Sakhalin Energy endeavours to investigate and resolve grievances within 20 working days from receipt of the grievance. The maximum resolution period should not normally exceed 45 working days and within this period a required action is either completed or agreed with the complainant.

The company has developed and periodically updates a public grievance leaflet, which advises those with a grievance on how they can lodge a grievance related to Sakhalin-2 project activities. This also applies to individuals who have been part of an involuntary resettlement programme (for information on resettlement issues, please refer to the resettlement action plan provided on the Sakhalin Energy website).

The public grievance leaflet was revised in 2010 to reflect recent updates in the process. The revised public grievance leaflet is set out below, including the form that should be completed should anyone wish to lodge a grievance. The leaflet is distributed in the communities, including the company information centres as well as during public meetings regarding the project implementation. Also, the information centres consultants can advise on how to complete the grievance form. A slightly modified version of the leaflet is available in Japanese and is distributed as part of the PCDP in libraries and among stakeholders in Japan.

Public grievance leaflet is available at:

- Sakhalin Energy information centres (Appendix 4).
- District libraries.
- Company offices, located at: 35, Dzerzhinskogo Str., Yuzhno-Sakhalinsk.
- Sakhalin Energy website: [www.sakhalinenergy.com](http://www.sakhalinenergy.com).

### **8.2 Public grievance leaflet**

#### **ABOUT THE LEAFLET**

Large and complex projects, such as the Sakhalin-2 project, can sometimes cause problems for those living within or adjacent to the project area. We want to hear about any concerns (also known as 'grievances') that might have been caused by our activities or business practices so that we can do our best to resolve them in a timely manner.

This leaflet tells you how you can inform us of a grievance/issue that can cause your concerns. It also sets out the steps that we will take to address your concerns.

### **WHAT KINDS OF GRIEVANCES CAN I RAISE?**

You can raise a grievance with Sakhalin Energy if you believe the company's business practices or development of the Sakhalin-2 project is having a detrimental impact on the community, the environment or on quality of your life.

Examples of this may include:

- negative impacts on yourself or community, e.g. financial loss, physical harm, nuisance from traffic or dust;
- dangers to health and safety or the environment;
- failure to comply with standards or legal obligations;
- harassment of any nature;
- criminal activity;
- improper conduct or unethical behaviour;
- financial malpractice or impropriety or fraud;
- attempts to conceal any of these.

We will look into all grievances that we receive. Sometimes we may find that a grievance does not relate to our activity. In these cases we will explain this in writing to you. In all other cases we will investigate whether we have failed to work to our intended standard and, if we have, identify measures, which might be taken to protect against the incident occurring again.

### **HOW DO I REPORT A GRIEVANCE?**

There are several ways you can report a grievance:

- Send a completed grievance form (given at the end of the leaflet) to the postal address on the back of the form.
- Contact the information centre available at your community (the list of information centres and their contact details is provided at the end of the leaflet).
- Send an email to the following address [Grievancereport@sakhalinenergy.ru](mailto:Grievancereport@sakhalinenergy.ru).
- Call the telephone number of a Sakhalin Energy representative given at the end of this leaflet.
- Call Sakhalin Energy directly on a confidential phone line at +7 4242 662400. For security reasons, there are no recorders or caller identification devices attached. If the phone is not answered, please call back.

**Note:** The stated procedure does not forfeit of your lawful right to seize the court or other non-judicial authorities for processing your claims.

### **CONFIDENTIALITY AND ANONYMITY**

You may wish to raise a concern in confidence under this procedure. If you ask Sakhalin Energy to protect your identity, it will not be disclosed without your consent. Details of submissions and allegations will remain secure within the team responsible for investigating your concerns. However, the situation may arise where it will not be possible to resolve the matter without revealing your identity (for instance where you are required to give evidence in court). The investigative team will discuss with you



whether and how best to proceed.

You may also choose to raise a concern anonymously. However, remember that if you do not tell Sakhalin Energy who you are it may make it more difficult to look into the matter, to protect your position or to give you feedback. Accordingly, while Sakhalin Energy will consider anonymous reports, they are not encouraged. If you do insist on raising a concern anonymously, you will need to provide sufficient facts and data to enable the investigation team to look into the matter without your assistance.

## **WHAT HAPPENS ONCE I HAVE FILED A GRIEVANCE?**

In some instances, for example when you have contacted one of our CLOs and they are able to act immediately, it may be possible to resolve your grievance straight away. Where this is not possible we will work through the steps shown below:

### **Step 1: Receive complaint**

- Once we receive your completed form or get notification of your problem, we will assign someone to be responsible for resolving your grievance.

### **Step 2: Acknowledgement**

- We will acknowledge receipt of your grievance by letter within 7 working days of having received the grievance. Our acknowledgement will specify a contact person, grievance reference indicator and an anticipated target date when your grievance may be resolved.

### **Step 3: Investigation**

- We will work to understand the cause of your grievance. We may need to contact you during this time.

### **Step 4: Resolution**

- Once we have investigated your grievance, we will write to you with the results of the investigation and of our proposed course of action, should we believe any to be necessary.
- We will do our best to resolve your grievance within 45 working days from the date of its registration.
- If you consider the grievance to be satisfactorily resolved we would ask you to sign a Statement of Satisfaction.

### **Step 5: Follow up**

- If you are happy for us to do so, Sakhalin Energy may contact you at a later stage to ensure that our activities continue to pose no further problems.

Public grievance leaflet will be revised in 2013. New edition will include the up-to-date contact details including the list of information centres.

## Sakhalin Energy public grievance form

You can submit your grievance **anonymously** if you wish. However, the more information you can provide, including your contact details, the more efficiently we will be able to follow-up.

|  |  |
|--|--|
| <b>Sakhalin Energy reference No:</b>   |  |
| <b>Full name:</b><br><i>Note: You can remain anonymous if you prefer or request not to disclose your identity to the third parties without your consent</i>  | <hr/> <hr/> <input type="checkbox"/> <b>I request not to disclose my identity without my consent</b><br><input type="checkbox"/> <b>I wish to raise my grievance anonymously</b> |
| <b>Contact information:</b><br><i>Please mark how you wish to be contacted (mail, telephone, e-mail).</i><br><i>Note: You do not have to give your details if you do not wish to provide them.</i> | <input type="checkbox"/> <b>Address:</b> _____<br><input type="checkbox"/> <b>Telephone:</b> _____<br><input type="checkbox"/> <b>E-mail:</b> _____                              |
| <b>Passport number:</b><br><i>Note: You do not have to give your passport details if you do not wish to do so.</i>   | <hr/>  |
| <b>Indigenous peoples-related?</b>   | <input type="checkbox"/> <b>Yes</b> <span style="margin-left: 150px;"><input type="checkbox"/> <b>No</b></span>  |
| <b>Preferred language for communication:</b><br><i>Please mark how you wish to be contacted.</i>   | <input type="checkbox"/> <b>Russian</b> <input type="checkbox"/> <b>English</b> <input type="checkbox"/> <b>Other (please indicate)</b> _____                                    |
| <b>Description of incident or grievance</b> (What happened? When did it happen? Where did it happen? Who did it happen to? What is the result of the problem?):<br><br>                            |  |
| <b>What would you like to see happen to resolve the problem?</b><br><br>   |  |

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Consent to disclose grievance-related information to the third parties

I am aware that this grievance of mine is submitted to Sakhalin Energy, but it may refer to actions of third parties, (for example, contractors of Sakhalin Energy). I understand that in order to efficiently resolve my grievance Sakhalin Energy will have to contact these third parties so as to check into the facts stated in the grievance and work out a solution. I hereby agree that Sakhalin Energy can disclose this grievance (as well as additional information related to this grievance) to third parties.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form to:** External Affairs, Community Grievance Procedure Focal Point, Sakhalin Energy Investment Company Ltd, 35 Dzerzhinskogo St., Yuzhno-Sakhalinsk 693020, Russian Federation

**Phones of Sakhalin Energy representatives who deal with community grievances**

| <b>District</b>                                  | <b>Phone number*</b>                        |
|--|---|
| Okha, Nogliki, Tymovsk, Aleksandrovs-Sakhalinsky | 29-44-08, 66-28-93<br>66-22-96, 29-42-08**  |
| Poronaisk, Makarov, Smirnykh                     | 66-28-93, 66-22-96,<br>29-44-08, 29-42-08** |
| Yuzhno-Sakhalinsk, Aniva, Dolinsk, Kholmsk       | 66-28-93, 66-22-96,<br>29-42-08**           |
| Korsakov   | 66-28-93, 66-22-96                          |

\* International code +7 4242, Russian and local code 8 4242.

\*\* Telephone numbers to be used if your concerns relate to the Sakhalin Indigenous Minorities. You may also call the numbers stated in the leaflet *Grievance Procedure of the Sakhalin Indigenous Minorities Development Plan* (at [www.simdp.ru](http://www.simdp.ru) or in the Sakhalin Energy's information centers).

## 9 CONTACT INFORMATION

For more information about the Sakhalin-2 project, please visit [www.sakhalinenergy.ru](http://www.sakhalinenergy.ru). (Russian) and [www.sakhalinenergy.com](http://www.sakhalinenergy.com) (English).

Sakhalin Energy can also be contacted by:

- e-mail at [ask-sakhalinenergy@sakhalinenergy.ru](mailto:ask-sakhalinenergy@sakhalinenergy.ru);
- fax to the External Affairs Manager at +7 4242 662808;
- letter to the External Affairs Manager, Sakhalin Energy Investment Company Ltd., 35, Dzerzhinskogo Str. 693020, Yuzhno-Sakhalinsk Russian Federation;
- toll free hotline telephone for grievances (any social related issues): +7 4242 662400. Available for Russian and English speakers, also, as preferred by applicant, the conversation can be supported in Russian or English. If there is a sensitive issue and the caller prefers to speak to a woman, the caller should state the request and someone will return the call;
- telephone +7 4242 294208 (Indigenous communities);
- telephone + 7 4242 662866 (for Japanese stakeholders, in English; an interpreter to/from Japanese can be arranged upon request);
- telephone in Moscow +7 495 9561750;
- the contact details of Sakhalin Energy's Community Liaison Organisation (CLO) are provided in Section 7.1 of PCDP.

## **APPENDIX 1 STATEMENT OF GENERAL BUSINESS PRINCIPLES**

### **OUR VALUES**

Sakhalin Energy employees share a set of core values - honesty, integrity and respect for people. We also firmly believe in the fundamental importance of trust, openness, teamwork and professionalism, and pride in what we do.

### **SUSTAINABLE DEVELOPMENT**

As part of the Business Principles, we commit to contribute to sustainable development. This requires balancing short and long term interests, integrating economic, environmental and social considerations into business decision-making.

### **RESPONSIBILITIES**

Sakhalin Energy recognises six areas of responsibility. It is the duty of management to continuously assess the priorities and discharge these inseparable responsibilities on the basis of that assessment.

#### ***a. To shareholders***

To protect shareholders' investment, and provide a long-term return competitive with those of other leading companies in the industry.

#### ***b. To the Russian Party***

To respect our obligations towards the Federation of Russia and the Sakhalin Oblast and to protect its rights under the Production Sharing Agreement entered into by Sakhalin Energy and those parties.

#### ***c. To customers***

To win and maintain customers by developing and providing products and services which offer value in terms of price, quality, safety and environmental impact, which are supported by the requisite technological, environmental and commercial expertise.

#### ***d. To employees***

To respect the human rights of our employees and to provide them with good and safe working conditions, competitive terms and conditions of employment. To promote the development and best use of the talents of our employees; to create an inclusive work environment where every employee has an equal opportunity to develop his or her skills and talents. To encourage the involvement of employees in the planning and direction of their work; to provide them with channels to report concerns. We recognise that commercial success depends on the full commitment of all employees.

#### ***e. To those with whom we do business***

To seek mutually beneficial relationships with contractors and suppliers to promote the application of these Sakhalin Energy General Business Principles or equivalent principles in such relationships. The ability to promote these principles effectively will be an important factor in the decision to enter into or remain in such relationships.

#### ***f. To society***

To conduct business as responsible corporate members of society, to observe the laws of the Russian Federation and the other countries in which Sakhalin Energy operates, to support fundamental human rights in line with the legitimate role of business, and to give proper regard to health, safety, security and the environment.

### **Principle 1: Economic**

Long-term profitability is essential to achieving our business goals and to our continued growth. It is a measure both of efficiency and of the value that customers place on Sakhalin Energy's products and services. It supplies the necessary corporate resources for the continuing investment that is required to develop and produce future energy supplies to meet customer needs. Without profits and a strong financial foundation, it would not be possible to fulfil our responsibilities.

Criteria for investment and divestment decisions include sustainable development considerations (economic, social and environmental) and an appraisal of the risks of the investment.

### **Principle 2: Competition**

Sakhalin Energy supports free enterprise. We seek to compete fairly and ethically and within the framework of applicable competition laws; we will not prevent others from competing freely with us.

### **Principle 3: Business integrity**

Sakhalin Energy insists on honesty, integrity and fairness in all aspects of our business and expects the same in our relationships with all those with whom we do business. The direct or indirect offer, payment, soliciting or acceptance of bribes in any form is unacceptable. Facilitation payments are also bribes and should not be made.

Employees must avoid conflicts of interest between their private activities and their part in the conduct of company business. Employees must also declare to their employing company potential conflicts of interest. All business transactions on behalf of Sakhalin Energy must be reflected accurately and fairly in the accounts of the company in accordance with established procedures and are subject to audit and disclosure.

### **Principle 4: Political activities:**

#### ***a. of companies***

Sakhalin Energy act in a socially responsible manner within the laws of the Russian Federation and the other countries in which we operate in pursuit of our legitimate commercial objectives.

Sakhalin Energy does not make payments to political parties, organizations or their representatives or take part in party politics. However, when dealing with governments, Sakhalin Energy has the right and the responsibility to make our position known on any matters, which affect us, our employees, our customers, our shareholders or local communities in a manner that is in accordance with our values and the Business Principles.

#### ***b. of employees***

Where individuals wish to engage in activities in the community, including standing for election to public office, they will be given the opportunity to do so where this is appropriate in the light of local circumstances.

### **Principle 5: Health, Safety, Security and the Environment**

Sakhalin Energy has a systematic approach to health, safety, security and environmental management in order to achieve continuous performance improvement.

To this end, Sakhalin Energy manages these matters as critical business activities, set standards and targets for improvement, and measure, appraise and report performance externally. We continually look for ways to reduce the environmental impact of our operations, products and services.

## **Principle 6: Local Communities**

Sakhalin Energy aims to be good neighbours by continuously improving the ways in which we contribute directly or indirectly to the general well-being of the communities within which we work.

We manage the social impacts of our business activities carefully and work with others to enhance the benefits to local communities, and to mitigate any negative impacts from our activities.

In addition, Sakhalin Energy takes a constructive interest in societal matters, directly or indirectly related to our business.

## **Principle 7: Communication and Engagement**

Sakhalin Energy recognises that regular dialogue and engagement with our stakeholders is essential. We are committed to reporting of our performance by providing full relevant information to legitimately interested parties, subject to any overriding considerations of business confidentiality.

In our interactions with employees, business partners and local communities, we seek to listen and respond to them honestly and responsibly.

## **Principle 8: Compliance**

We comply with all applicable laws and regulations of the countries in which we operate.

## **Living by our Principles**

Our shared core values of honesty, integrity and respect for people, underpin all the work we do and are the foundation of our Business Principles.

The Business Principles apply to all transactions, large or small, and drive the behaviour expected of every employee in every Sakhalin Energy company in the conduct of its business at all times.

We are judged by how we act. Our reputation will be upheld if we act in accordance with the law and the Business Principles. We encourage our business partners to live by them or by equivalent principles.

We encourage our employees to demonstrate leadership, accountability and teamwork, and through these behaviours, to contribute to the overall success of Sakhalin Energy.

It is the responsibility of management to lead by example, to ensure that all employees are aware of these principles, and behave in accordance with the spirit as well as with the letter of this statement.

The application of these principles is underpinned by a comprehensive set of assurance procedures, which are designed to make sure that our employees understand the principles and confirm that they act in accordance with them.

As part of the assurance system, it is also the responsibility of management to provide employees with safe and confidential channels to raise concerns and report instances of non-compliance. In turn, it is the responsibility of Sakhalin Energy employees to report suspected breaches of the Business Principles to Sakhalin Energy.

The Business Principles have for many years been fundamental to how we conduct our business and living by them is crucial to our continued success.

**APPENDIX 2 COMMUNITY LIAISON ORGANIZATION CONTACT INFORMATION AND BULLETIN BOARD LOCATIONS**

| DISTRICT | COMMUNITY     | POP.   | KEY PROJECT ASSET IN/NEAR COMMUNITY                                   | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION                                    | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER |
|----------|---------------|--------|---|--|--|--|---------------------|
| Nogliki  | Val           | 1,450  |   | Nogliki  | Nogliki, District library                                  | 294208<br>294408<br>294185               | Znamya Truda        |
|          | Venskoye      | 6      |   | Nogliki  | Nogliki, District library                                  |  |                     |
|          | Nogliki       | 11,200 |   | District library Administration                          | District library, 5a Pogranichnaya St, Tel. +7 42444 91057 |  |                     |
|          | Nysh          | 710    | OPF (apart of 70 km from the community, camp is on construction site) | Nogliki library  | Nogliki, District library                                  |  |                     |
| Tymovsky | Chir-Unvd     | 285    |   | Molodezhnoe  | Molodezhnoe, library                                       | 294208<br>294408<br>294185               | Tymovsky Vestnik    |
|          | Voskresenovka | 297    |   | Molodezhnoe  | Molodezhnoe, library                                       |  |                     |



| DISTRICT | COMMUNITY    | POP.  | KEY PROJECT ASSET IN/NEAR COMMUNITY | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION                                      | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER |
|----------|--------------|-------|-------------------------------------|--|--|--|---------------------|
|          | Molodezhnoye | 1,033 |                                     | Library/<br>Information<br>Centre                        | Library, 14 Sovetskaya St.                                   |  |                     |
|          | Tymovskoye   | 9,000 |                                     | District library,<br>Administration                      | District library, 68a Kirovskaya St.,<br>Tel. +7 42447 22478 |  |                     |
|          | Voskhod      | 696   |                                     | Tymovskoye/<br>Kirovskoye                                | Tymovskoye/Kirovskoye, library                               |  |                     |
|          | Podgornoe    | 287   |                                     | Tymovskoye/<br>Kirovskoye                                | Tymovskoye/Kirovskoye, library                               |  |                     |
|          | Kirovskoye   |       |                                     | Library/<br>Information<br>Centre                        | Library branch office, 70 Centralnaya St.                    |  |                     |
|          | Yasnoye      | 1,640 |                                     | Library/<br>Information<br>Centre                        | Library branch office, 2 Titova St.                          |  |                     |
|          | Palevo       | 114   |                                     | Yasnoye  | Yasnoye, library   |  |                     |
| Smirnykh | Onor         | 1,874 |                                     | Library/<br>Information<br>Centre                        | Library, 5 Sovetskaya St.                                    | 294208                                   | Novaya Zhizn        |
|          | Roschino     | 821   |                                     | Library/<br>Information<br>Centre                        | Library, 4 Komsomolskaya St.                                 | 294408<br>294185                         |                     |

| DISTRICT  | COMMUNITY  | POP.   | KEY PROJECT ASSET IN/NEAR COMMUNITY | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION                                   | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER |
|-----------|------------|--------|-------------------------------------|--|---|--|---------------------|
|           | Pobedino   | 1,959  |                                     | Library/<br>Information<br>Center                        | Library, 60 Centralnaya St.                               |  |                     |
|           | Smirnykh   | 7,600  |                                     | District library,<br>Administration                      | District library, 12 Lenin St.,<br>Tel. +7 42452 22367    |  |                     |
|           | Elniki     | 126    |                                     | Smirnykh   | Smirnykh, library   |  |                     |
|           | Buyukly    | 2,223  |                                     | Library  | Library, 1 Kosmonavtov St.                                |  |                     |
| Poronaisk | Leonidovo  | 2,300  |                                     | Poronaisk library  | Poronaisk, library  | 294208<br>294408<br>294185               | Express<br>Zvezda   |
|           | Poronaisk  | 20,600 |                                     | Library,<br>Administration                               | District Library, 45 Gagarina St.,<br>Tel. +7 42431 42713 |  |                     |
|           | Tikhmenevo | 1,200  |                                     | Gastello library<br>Administration,                      | Gastello, library   |  |                     |
|           | Gastello   | 1,300  | Booster<br>station                  | Library/<br>Information<br>Centre                        | Library, 42-2, Centralnaya St.                            |  |                     |
|           | Vostok     | 583    |                                     | Library/<br>Information<br>Centre                        | Library, 10a, Gagarina St.                                |  |                     |

| DISTRICT | COMMUNITY  | POP.  | KEY PROJECT ASSET IN/NEAR COMMUNITY | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION  | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER  |
|----------|------------|-------|-------------------------------------|--|--|--|----------------------|
| Makarov  | Novoye     | 894   |                                     | Library/<br>Information<br>Centre                        | Library, 11-7, Centralnaya St.                                     | 294408<br>294185<br>294408               | Novaya Gazeta        |
|          | Gornoye    | 384   |                                     | Novoye, library  | Novoye, library  |  |                      |
|          | Tumanovo   | 32    |                                     | Novoye, library  | Novoye, library  |  |                      |
|          | Makarov    | 8,700 |                                     | District library<br>Administration                       | District library, 9-a 50 Let Oktyabrya St.,<br>Tel. +7 42443 53378 |  |                      |
|          | Vostochny  | 570   |                                     | Library/<br>Information<br>Centre                        | Library, 8, Privokzalnaya St.                                      |  |                      |
|          | Pugachevo  | 107   |                                     | Vostochnoe,<br>library                                   | Vostochnoe, library  |  |                      |
| Dolinsk  | Vzmorye    | 67    |                                     | Library/<br>Information<br>Centre                        | Library, 22, Pionerskaya St.                                       | 294185<br>294408                         | Dolinskaya<br>Pravda |
|          | Sovetskoye | 791   |                                     | Library/<br>Information<br>Centre                        | Library, 122, Centralnaya St.                                      |  |                      |

| DISTRICT    | COMMUNITY  | POP.    | KEY PROJECT ASSET IN/NEAR COMMUNITY | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION                                | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER  |
|-------------|--|---------|-------------------------------------|--|--|--|--|
|             | Dolinsk  | 13,800  |                                     | District library, Administration                         | District library, 31 Lenin St.,<br>Tel. +7 42442 25284 |  |  |
|             | Pokrovka/<br>Oktyabrskoye/<br>Sosnovka/<br>Ruchi |         |                                     | District library   | District library                                       |  |  |
|             | Sokol  | 5,000   |                                     | Library/<br>Information<br>Centre                        | Library, 26, Sovkhoznaya St.                           |  |  |
| Yuzhno Area | Novaya Derevnya/<br>Elochki/Dalnee               |         |                                     | Yuzhno Library   | Yuzhno office  | 294185<br>294208                         | Sovetsky Sakhalin/<br>Gubernskie Vedomosti<br>(regional papers available in all other districts) |
|             | Yuzhno-Sakhalinsk                                | 179,200 | Sakhalin Energy office              | City library, City administration<br>173 Lenin St.       | Yuzhno office  |  |  |
| Aniva       | Troitskoye                                       | 3,576   |                                     | Administration<br>Library/<br>Information<br>Centre      | Library, 13, Sovetskaya St.                            | 294185<br>294408                         | Utro Rodiny  |
|             | Novo-Troitskoye                                  |         |                                     | Library  | Troitskoye, library                                    |  |  |
|             | Aniva  | 8,600   |                                     | District library   | Troitskoye, library                                    |  |  |

| DISTRICT | COMMUNITY    | POP.   | KEY PROJECT ASSET IN/NEAR COMMUNITY | SAKHALIN ENERGY DOCUMENTS/INFORMATION MATERIALS LOCATION | BULLETIN BOARD LOCATION                                      | COMMUNITY LIAISON ORGANIZATION'S CONTACT | DISTRICT NEWS-PAPER |
|----------|--------------|--------|-------------------------------------|--|--|--|---------------------|
|          | Mitsulevka   | 211    |                                     | Library  | Troitskoye, library  |  |                     |
| Korsakov | Solovyevka   | 1,395  |                                     | Korsakov Library   | Korsakov, library  | 294185<br>294408                         | Voskhod             |
|          | Ozersky      | 2000   | LNG/OET                             | -  | Korsakov, library  |  |                     |
|          | Chapaevo     | 800    | LNG/OET                             | -  | Korsakov, library  |  |                     |
|          | Korsakov     | 36,500 | LNG/OET                             | Library, Administration                                  | Library, 7 Molodyezhnyi Per.                                 |  |                     |
|          | Prigorodnoye | 0      | LNG/OET                             | Korsakov   | Korsakov   |  |                     |
| Kholmsk  | Kholmsk      | 39,300 | Port access                         | District library, Administration                         | District library, 124 Sovetskaya St.,<br>Tel. +7 42433 50862 | 294185<br>294408                         | Kholmskaya Panorama |

### APPENDIX 3 CONTACT INFORMATION FOR DISTRIBUTION OF SIMDP INFORMATION MATERIALS

| DISTRICT                   | COMMUNITY                  | SIMDP DOCUMENTATIO AND INFORMATION MATERIALS   | BULLETIN BOARD LOCATION                                    | CONTACT OF COMMUNITY LIASION OFFICER |
|----------------------------|----------------------------|--|--|--------------------------------------|
| Okha                       | Okha                       | Library,<br>Administration,<br>Local non-government organization of IP<br>of Okha district   | Library, 17 Lenina St                                      | 294208<br>662009                     |
|                            | Nekrasovka                 | Library, Okha local non-government<br>organization "Center on saving and<br>development of the traditional IP culture<br>"Kykhkykh" ("Swan") | Library, 4 Klubnaya St,<br>ap. 2                           |                                      |
| Nogliki                    | Nogliki                    | Nogliki municipal regional museum,<br>Administration   | Nogliki municipal regional<br>museum,<br>60 Sovetskaya St. | 294208<br>662009                     |
|                            | Val                        | Library,<br>Administration   | Library,<br>23 Shkolnaya St.                               |                                      |
| Tymovsk                    | Tymovskoye                 | Regional library,<br>Administration  | Regional library,<br>68a Kirovskaya St.                    | 294208<br>662009                     |
|                            | Chir-Unvd                  | Library,<br>Administration   | Library,<br>6 Sovetskaya St.                               |                                      |
| Aleksandrovsk-Sakhalinskiy | Aleksandrovsk-Sakhalinskiy | Administration   |  | 294208<br>662009                     |
|                            | Viakhtu                    | Library,<br>Administration   | Library, 4 Pochtovaya St                                   |                                      |
|                            | Trambaus                   | Library  | 2 Morskaya St.   |                                      |

| <b>DISTRICT</b>   | <b>COMMUNITY</b>  | <b>SIMDP DOCUMENTATIO AND INFORMATION MATERIALS</b>  | <b>BULLETIN BOARD LOCATION</b>         | <b>CONTACT OF COMMUNITY LIASION OFFICER</b> |
|-------------------|-------------------|--|--|---|
| Smirnykh          | Smirnykh          | Regional library,<br>Administration  | Regional library,<br>12 Lenina St      | 294208<br>662009                            |
|                   | Buyukly           | Library  | 1 Kosmonavtov St.                      |   |
| Poronaisk         | Poronaisk         | Regional libraries,<br>Administration,<br>Local non-government organization of IP<br>of Poronaisk district | Regional libraries,<br>45 Gagarina St. | 294208<br>662009                            |
| Yuzhno-Sakhalinsk | Yuzhno-Sakhalinsk | Sakhalin Regional IP Council,<br>Administration,<br>IP administration of Sakhalin Government               |  | 294208<br>662009                            |

#### APPENDIX 4 SAKHALIN ENERGY INFORMATION CENTERS LOCATIONS

| District  | Settlements   | Address  |
|-----------|---|--|
| Aniva     | <ul style="list-style-type: none"> <li>• Troitskoye</li> </ul>  | <ul style="list-style-type: none"> <li>• 13, Sovetskaya St.</li> </ul>   |
| Dolinsk   | <ul style="list-style-type: none"> <li>• Dolinsk</li> <li>• Sokol</li> <li>• Sovetskoye</li> <li>• Vzmorye</li> </ul>                   | <ul style="list-style-type: none"> <li>• 31 Lenin St., Tel. +7 42442 252 84</li> <li>• 26, Sovkhoznaya St.</li> <li>• 122, Centralnaya St.</li> <li>• 22 Pionerskaya St.</li> </ul>                          |
| Makarov   | <ul style="list-style-type: none"> <li>• Makarov</li> <li>• Novoye</li> <li>• Vostochnoye</li> </ul>                                    | <ul style="list-style-type: none"> <li>• 9-a 50 Let Oktyabrya St., Tel. +7 42443 533 78</li> <li>• 11-7, Centralnaya St.</li> <li>• 8, Privokzalnaya St.</li> </ul>  |
| Poronaisk | <ul style="list-style-type: none"> <li>• Vostok</li> <li>• Gastello</li> <li>• Poronaisk</li> </ul>                                     | <ul style="list-style-type: none"> <li>• 10a, Gagarina St.</li> <li>• 42-2, Centralnaya St.</li> <li>• 45 Gagarina St., Ttel. +7 42431 427 13</li> </ul>   |
| Smirnykh  | <ul style="list-style-type: none"> <li>• Pobedino</li> <li>• Smirnykh</li> <li>• Onor</li> <li>• Buyukly</li> <li>• Roschino</li> </ul> | <ul style="list-style-type: none"> <li>• 60 Centralnaya St.</li> <li>• 12 Lenin St., Tel. +7 42452 223 67</li> <li>• 5 Sovetskaya St.</li> <li>• 1 Kosmonavtov St.</li> <li>• 4 Komsomolskaya St.</li> </ul> |
| Tymovsk   | <ul style="list-style-type: none"> <li>• Molodezhnoye</li> <li>• Tymovskoye</li> <li>• Kirovskoye</li> <li>• Yasnoye</li> </ul>         | <ul style="list-style-type: none"> <li>• 15 Sovetskaya St.</li> <li>• 68a Kirovskaya St., Tel. +7 42447 22 3 06</li> <li>• Tsentralnaya St., 70</li> <li>• 2 Titova St.</li> </ul>                           |
| Kholmsk   | <ul style="list-style-type: none"> <li>• Kholmsk</li> </ul>   | <ul style="list-style-type: none"> <li>• 124 Sovetskaya St., Tel. +7 42433 598 52</li> </ul>   |
| Korsakov  | <ul style="list-style-type: none"> <li>• Korsakov</li> </ul>  | <ul style="list-style-type: none"> <li>• 7 Molodyezhnyi Per. Tel. +7 42435 246 06</li> </ul>   |
| Nogliki   | <ul style="list-style-type: none"> <li>• Nogliki</li> </ul>   | <ul style="list-style-type: none"> <li>• 5 a Pogranichnaya St. Tel. +7 42444 910 57</li> </ul>   |



## APPENDIX 5 COMMUNITIES, NGOS AND OTHER STAKEHOLDERS

Organisations on this list receive news updates from Sakhalin Energy. To be added to the list, please contact Sakhalin Energy (see Section 9 of the public consultation and disclosure plan for details).

| Local & RFE  | National   | Regional   | International                             |
|--|--|--|---|
| Sakhalin Environment Watch                         | WWF – Russia   | Consulate General of Japan   | WWF International                         |
| Sakhalin Fishing Associations and co-operatives    | IFAW-Russia  | Hokkaido Government  | WWF Switzerland                           |
| Russian Geographical Society                       | Greenpeace – Russia  | Souya General Subprefectural Bureau of Hokkaido Government             | WWF USA                                   |
| Marine Rescue Centre                               | IUCN - Russia  | Okhotsk General Subprefectural Bureau of Hokkaido Government           | IFAW                                      |
| Rodnik Environmental Centre                        | EcoJuris   | Mombetsu City  | IUCN                                      |
| Russian-American Business Training Centre          | Association of Indigenous Minorities People of the North, Siberia and the Far East | Rumoi Subprefectural Bureau of Hokkaido Government                     | Pacific Environment                       |
| Sakhalin State University                          | Rodnik   | Fisheries Agency of Japan  | Wild Salmon Centre                        |
| Institute of Development of Education              | National Forum on Corporate Social Responsibility                                  | Hokkaido Bureau of Economy, Trade and Industry                         | International Bird Rescue Research Centre |
| AntiAIDS Foundation                                | Non-commercial partnership “CSR – Russian Centre”                                  | Hokkaido Legislative Assembly  | Kidsave International                     |
| Sakhalin Regional Anti-AIDS Centre                 | Association of Managers  | Bureau of Tourism, Department of Economic Affairs, Hokkaido Government | International Bird Rescue Research Centre |
| Sakhalin Branch of Russian Journalists Association | CSR Centre of PriceWaterHouse Cooper   | Japan Coast Guard – Headquarters (Tokyo) and Regional Headquarters     | FRAEC                                     |
| WWF – RFE  | Donors’ Forum  | Hokkaido Fisheries Environmental Centre                                | UNDP                                      |
| Boomerang  | Sustainable Development Foundation   | Hokkaido fisheries cooperative associations (Wakkanai, Sarufutu,       | UN Global Compact                         |
| Club Romantic                                      |  |  | UN LEAD                                   |
| Sakhalin Salmon Initiative                         |  |  | International Forum of Business Leaders   |
| Sakhalin Regional Centre for Additional Education  |  |  |   |
| Centre of National Culture                         |  |  |   |
| Sakhalin Art Museum                                |  |  |   |
| Sakhalin Oblast Library                            |  |  |   |

| Local & RFE  | National  | Regional   | International |
|--|---|--|---------------|
| <p>Yuzhno-Sakhalinsk City Library</p> <p>Centre for rehabilitation of disabled children "Preodolenie"</p> <p>Sakhalin NGO "KidSave"</p> <p>NGO "Children Ecological Camp "Magnolia"</p> <p>NGO 'Healthy Generation"</p> <p>Sakhalin Community</p> <p>Association of Indigenous People</p> <p>Poronaisk Lyceum of Traditional Industries of the People of the North</p> <p>Veterans Societies</p> <p>Knowledge is Power (Initiative group)</p> <p>Korsakov Rotary Club</p> <p>Yuzhno-Sakhalinsk City Park named after Yuri Gagarin</p> <p>Sakhalin Oblast Lore Museum</p> <p>Sakhalin Regional NGO for kids with speech disability "Hope"</p> <p>Regional council of Sakhalin IP authorised representatives</p> <p>Tribal enterprises, family farms, communes or other Sakhalin IP communities</p> <p>Municipal and social museums in Nogliki, Poronaisk, Yuzhno-Sakhalinsk museums</p> <p>NGO "Centre of preservation and development of language heritage of indigenous people of Sakhalin North"</p> | <p>United Way of Russia</p> <p>ASI</p> <p>RF Far Eastern International Fund "Batani"</p> <p>Institute of Indigenous People of North named after A.I. Gertsen (Saint-Petersburg)</p> <p>Federal State Institution of Science of the Order of Friendship of Peoples Ethnology and Anthropology Institute named NN Miklukho-Maclay</p> | <p>Esashi, Abashiri, Kitarumoi, Otarushi, Tokoro, Yuubetsu, Oumu, Ishikariwan, etc.)</p> <p>Japan Environment Disaster Information Centre</p> <p>Hokkaido University</p> <p>Ship and Ocean Foundation</p> <p>Friends of Earth Japan</p> <p>IFAW – Japan</p> <p>WWF Japan</p> <p>Wildlife Preservation Bureau of Hokkaido</p> <p>Etopilika</p> <p>Hokkaido Raptores Research</p> <p>Wild Bird Society of Japan</p> <p>Yamashina Institute for Ornithology</p> <p>Okhotsk Environmental Protection Network</p> <p>Regional Social Movement (RSM)</p> <p>"Union of Indigenous Peoples of Sakhalin</p> <p>Sakhalin regional public organization "Youth Council of Indigenous Peoples of the North"</p> |               |

| Local & RFE  | National | Regional | International |
|--|----------|----------|---------------|
| NGO "Centre of preservation and development of traditional culture "KykhKykh" ("Swan")<br>Khabarovsk IP Association<br>Information center "Latch" (Petropavlovsk-Kamchatskiy)<br>Local non-government Okha IP organization<br>Local non-government Poronaisk IP organization<br>Ethnic and cultural center "People Ykh myth"<br>Municipal administrations in the areas of traditional residence of Sakhalin indigenous peoples |          |          |               |

## APPENDIX 6 LIST OF EXISTING JAPANESE STAKEHOLDERS ON SAKHALIN ENERGY DATABASE

Detailed description of the engagement principles and activities with Japanese stakeholders is provided in Section 6.7 of this Plan.

| Japanese stakeholders  |  |
|--|--|
| Consulate General of Japan   | Japan Coast Guard – Headquarters (Tokyo) and Regional Headquarters |
| Hokkaido Government  | Japan Environment Disaster Information Centre                      |
| Souya General Subprefectural Bureau of Hokkaido Government   | Hokkaido University  |
| Okhotsk General Subprefectural Bureau of Hokkaido Government   | Ship and Ocean Foundation  |
| Mombetsu City  | Friends of Earth Japan   |
| Rumoi Subprefectural Bureau of Hokkaido Government   | IFAW – Japan   |
| Fisheries Agency of Japan  | WWF Japan  |
| Hokkaido Bureau of Economy, Trade and Industry   | Wildlife Preservation Bureau of Hokkaido                           |
| Hokkaido Legislative Assembly  | Etopilika  |
| Bureau of Tourism, Department of Economic Affairs, Hokkaido Government   | Hokkaido Raptors Research  |
| Hokkaido Fisheries Environmental Center  | Wild Bird Society of Japan   |
| Hokkaido fisheries cooperative associations (Wakkanai, Sarufutu, Esashi, Abashiri, Kitarumoi, Otarushi, Tokoro, Yuubetsu, Oumu, Ishikariwan, etc.) | Yamashina Institute for Ornithology                                |
|  | Okhotsk Environmental Protection Network                           |
|  | Hokkaido University  |

If an organisation or individual would like to be added to the list of interested stakeholders they should contact Sakhalin Energy:

- Via email: [SEIC-ask-japan@sakhalinenergy.ru](mailto:SEIC-ask-japan@sakhalinenergy.ru).
- Via telephone: +7 4242 662866 (English speaking, an interpreter to/from Japanese will be arranged upon request).
- Via fax: +7 4242 662808.

List of libraries in Japan where Sakhalin Energy materials are available for review:

- Wakkanai Library, 4-1-1, Daikoku, Wakkanai-shi, Hokkaido, tel : 81-162-23-3874;
- Monbetsu Library, 3-1-8, Saiwaicho, Monbetsu-shi, Hokkaido, tel : 81-1582-4-2111;
- Abashiri Library, 3 chome, Kita 2 jyo Nishi, Abashiri-shi, Hokkaido, tel : 81-152-43-2426;
- Hokkaido Library, 41, Higashi-machi, Bunkyo-dai, Ebetsu-shi, Hokkaido, tel : 81-11-386-8521.

## **APPENDIX 7 COMMUNITY LIAISON ORGANIZATION OVERVIEW**

### **Sakhalin Energy information centers (IC) key responsibilities**

Key Sakhalin Energy information centres activities include the following:

- update billboards with information provided by the company;
- provide visitors with the company's materials in hard and soft copies;
- assist local residents with information search at the company's website;
- make the public aware of the grievance procedure, including the public grievance leaflet, the public grievance form, and with whom grievances should be lodged, as well as passing the grievances on to the company's authorised staff;
- make the public aware of the grant programmes available from the company;
- in places of traditional indigenous residence – provide information on the SIMDP activities assistance in organization and carrying out meetings between the company and community and other stakeholders.

Information centre consultants keep the Municipal Liaison Coordinator (MLC) and CLO updated regularly on all issues and applications received from residents. Depending on the issue, if required, community residents can approach the MLC or CLO directly.

Information centre consultants receive annual training. Exemplary training agenda is as follows:

- public grievance procedure;
- information on Sakhalin - 2 project;
- company's Internet site: where and how to find the required information;
- rules of safe behaviour in the pipeline right-of-way;
- Sakhalin Energy social and grant projects, requirements to registration of applications;
- visits to company's facilities;
- the IC consultants from the locations of IP residence (Nogliki, Poronaisk, Tymovskoye, Smirnykh, Buyukly) were specifically trained in the SIMDP and SIMDP grievance procedure. All SIMDP related documents (SIMDP, SIMDP grievance procedure, information bulletins, etc.) are distributed to information centres and libraries (please see Appendix 2).

### **Key responsibilities of the Community Liaison Officer**

CLO has the following responsibilities:

- organisation and coordination of activities of the company's information centres;
- provision of company's printed materials to information centres;
- liaison with IC consultants, advice and logistic support for issues related to conflict and grievance settlement;
- liaison with IC consultants, advice and logistic support for issues related to implementation of social and sustainable development programs;
- support information centres in getting additional information on the project activities in accordance with community requests;

- organisation and holding meetings with local residents and other stakeholders;
- obtain regular feedback from community residents, through the community visits, open hours, company information centres, and other pro- active means such as public meetings;
- compile contact lists and other community information sets;
- maintain professional understanding of local issues and problems through the community visits and company information centres;
- inform key Sakhalin Energy audiences of community background information and current issues through regular reporting to interested corporate parties;
- monitor relations between contractors and local communities;
- track project impacts on communities and attitudes/expectations associated with project implementation, and provide regular feedback to the company.

### **Key responsibilities of the Municipal Liaison Coordinator**

In addition to general CLO responsibilities, the Municipal Liaison Coordinator has the following specific responsibilities:

- implementation of community awareness program;
- coordinate activities and regularly communicate with CLO;
- provide technical support in grievance process.

Municipal liaison coordinator regularly communicates with information centres consultants, overviews and coordinates information centres general activity, provides technical support and organises and facilitates meetings as required.

### **Key responsibilities of the IP CLO**

IP CLO has the following responsibilities:

- assistance with implementation of the SIMDP in the seven districts of compact living of IP;
- liaison with indigenous and non-indigenous residents of Val;
- liaison with indigenous people of Nogliki and Tymovsk and addressing IP-related issues in these communities;
- provide technical support in grievance process for IP residents;
- liaison with consultants of the information centres, advice and logistic support for issues related to implementation of social and sustainable development programs, including in relation to the indigenous communities;
- provide advice to the indigenous communities on the development/support programmes available under the SIMDP.

The IP CLO conducts open hours in accordance with approved schedule and meets with key IP representatives and stakeholders in Nogliki and Tymovsk districts on a regular basis. The IP CLO participates in other IP/SIMDP-related consultation activities carried out by the company in Nogliki district and other districts as required.

Also IP CLO participates in the organization and holding of the public meetings with community, representatives of administrations and municipalities, holding of external and internal monitoring of SIMDP programmes in the traditional districts of compact living of Sakhalin IP including all workshops with the IP representatives

### **Community information boards**

Information boards have been placed in 23 communities along the pipeline right-of-way. They are located in local libraries, which are regularly used by community residents. The boards are used to post relevant information, including:

- corporate newspaper “Vesti”;
- job recruitment and contact information;
- notices of any meetings; and
- notices of planned visits of the company representatives and others, including where people can visit them to ask questions.

Information on the location of community information boards is provided in Appendix 2 of the PCDP.

## APPENDIX 8 LIST OF ABBREVIATIONS

|        |  |
|--------|--|
| ASI    | Agency of Social Information                           |
| CLO    | Community Liaison Officer                              |
| CSR    | Corporate social responsibility                        |
| EA     | External Affairs                                       |
| EIA    | Environmental impact assessment                        |
| ESHIA  | Environmental, social and health impact assessment     |
| FRAEC  | Foundation for Russian American Economic Cooperation   |
| GRI    | Global Reporting Initiative                            |
| GTT    | Gas transfer terminal                                  |
| HSE    | Health, safety, environment                            |
| HSESAP | Health, Safety, Environment and Social Action Plan     |
| IC     | Information centres                                    |
| IEC    | Independent environmental consultant                   |
| IFAW   | International Fund for Animal Welfare                  |
| IFC    | International Finance Corporation                      |
| IP     | Indigenous people                                      |
| IUCN   | International Union for Conservation of Nature         |
| JCG    | Japan Coast Guards                                     |
| MDPC   | Marine Disaster Prevention Centre                      |
| NGO    | Non-governmental organizations                         |
| OEPN   | Okhotsk environment protection net                     |
| OPF    | Onshore production facility                            |
| OSR    | Oil spill response                                     |
| PCDP   | Public Consultation and Disclosure Plan                |
| PCDR   | Public Consultation and Disclosure Report              |
| PSA    | Production Sharing Agreement                           |
| RAIPON | Russian Association of Indigenous Peoples of the North |
| RAP    | Resettlement Action Plan                               |
| RF     | Russian Federation                                     |
| RFE    | Russian Far East                                       |
| RGS    | Russian Geographical Society                           |
| RSP    | Russian Union of Industrialists and Entrepreneurs      |
| SD     | Sustainable development                                |
| SEW    | Sakhalin Environmental Watch                           |
| SI     | Social investments                                     |
| SIA    | Social impact assessment                               |
| SIMDP  | Sakhalin Indigenous Minorities Development Plan        |
| SPZ    | Sanitary protection zone                               |
| TEOC   | Technical and Economic Substantiation of Construction  |
| UN     | United Nations   |
| UNDP   | United Nations Development Programme                   |
| UNECE  | United Nations Economic Commission for Europe          |
| WGW    | Western gray whales                                    |
| WGWAP  | Western Gray Whales Advisory Panel                     |
| WWF    | World Wildlife Fund                                    |



**Suggestion & feedback form**

Please pass the filled up blank pass to information centre consultant in your district.

Also you can send your filled up blank to: **35, Dzerzhinskogo St., Yuzhno-Sakhalinsk, 693020,** Sakhalin Energy Investment Company Ltd., External Affairs Department with note “Residents suggestions/comments”.

|   |  |
|---|--|
| Last name, first name, patronymic (full name is preferable)                           |  |
|   |  |
| Your contact information (to be provided if you want the company to contact you back) |  |
|   |  |
|   |  |
|   |  |
| Town/Settlement   |  |
| Date  |  |

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