



Sakhalin Energy Investment Company Ltd. Сахалин Энерджи Инвестмент Компани Лтд.

35 Dzerzhinskogo St., Yuzhno-Sakhalinsk, 693020, Russia
ул. Дзержинского, 35, г. Южно-Сахалинск, 693020, Россия
Tel./Тел.: +7 (4242) 66 2000
Факс/Факс: +7 (4242) 66 2804
www.sakhalinenergy.ru

07 May 2020

Ref. No. 2020-OUT-Y-22-00476

Attn: Management of Sakhalin Energy Investment Company Ltd. contractors

Re.: Learning resources at temporary isolation facilities

Dear management of Sakhalin Energy contractors,

Aiming at establishing the effective self-isolation for the staff of Sakhalin Energy Investment Company Ltd. (hereinafter – the Company) and Contractor companies at the temporary isolation facilities (hereinafter – the TIF), the personnel is strongly recommended to conduct self-study to maintain their skills and qualifications. To enable this the Company provides the TIF with internet access, IT equipment (e.g. Laptops) and training catalogue for online (pls see Attachment) and some offline self-learning, which can be used on the Company machines as well as personal devices. The list of learning materials is being updated by the Company and will further be distributed amongst the own and contractor personnel.

Please, note that there is no guarantee Company IT-infrastructure in case of the TIFs number increase.

In view of the above I kindly request:

1. To provide your personnel with relevant learning materials, meeting the requirements of current and future positions (in case of succession plans available), for learning online and offline while at the TIF;
2. To consider the Company's training catalogue and if there is a demand provide full name and the exact TIF to:
 - a. Tatiana Darmeshkina (tatiana.darmeshkina@sakhalinenergy.ru) tel.: 8 (4242) 66- 40-33 for internal technical trainings;
 - b. Yakov Pyak (y.pyak@sakhalinenergy.ru). tel.: 8 (4242) 66-23-61 for professional trainings;
 - c. Anna Mikhailuta (a.mikhailyuta@sakhalinenergy.ru) tel.: 8 (4242) 66-26-49 for opportunities of the Company's mandatory/HSE learning materials (Russian Federation mandatory and internal HSE standards) and possible synergy in arrangement of this type of learning
3. In case of demand for the company IT-infrastructure access, uploading of learning content to the Company's laptops, to provide e-materials to y.pyak@sakhalinenergy.ru. tel.: 8 (4242) 66-23-61 with full name of employees and reference to TIF;
4. To inform focal points contacts responsible for the arrangement of remote learning from your side to the Company focal points above.

The Company would like to remind that you as employer of the contractor staff remain responsible and accountable for Russian Federation mandatory certification and attestation and provision of the Russian Federation compliant staff to the Company.


The Company will not take any responsibility for the provided learning materials by the contractor companies. Distribution and maintaining the data remains the responsibility of the contractors company.

Please, also note that the learning materials, with exception of the courses for internal technical regulations, standards and processes, are predominately focused on the Company's staff and may not meet requirements of the contractor's one.

In case of demand for arrangement and execution of the courses in remote mode, please, contact the focal points mentioned above with an explicit request.

Attachment: Sakhalin Energy Investment Company Ltd. HSE, Professional and Technical Trainings List

Yours sincerely,



Roman Sinitskiy
Deputy Finance Director,
Head of Supply Chain Department