

**NOTICE**  
**of the extraordinary General Meeting of Shareholders**  
**of Public Joint Stock Company Gazprom Neft**  
**(Gazprom Neft PJSC)**  
**Seat of the Company: Russian Federation, Saint-Petersburg**

**DEAR SHAREHOLDER,**

The Board of Directors of Gazprom Neft PJSC hereby notifies you that the extraordinary General Meeting of Shareholders of the Company (hereinafter - the Meeting) will be held **in the form of absentee voting**.

The date when the list of persons eligible to attend the Meeting of Shareholders shall be determined (recorded): **19 November 2018, close of business**.

The closing date and time for submission of completed ballots: **14 December 2018, 06:00 p.m.**

The mailing address for submission of completed ballots: **3-5 Pochtamtskaya Street, Saint-Petersburg, 190000, Gazprom Neft PJSC, before 06:00 p.m. on 14 December 2018.**

The shareholders owning ordinary shares of the Company shall have the right to vote on all items on the agenda.

**AGENDA OF THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS:**

1. Payment of dividends for the first nine months of 2018.
2. Amendments to the Articles of Association of Gazprom Neft PJSC.
3. Approval of the new version of the Regulations on the Board of Directors of Gazprom Neft PJSC.
4. Approval of the new version of the Regulations on the General Meeting of Shareholders of Gazprom Neft PJSC.
5. Approval of the new version of the Regulations on the Chief Executive Officer of Gazprom Neft PJSC.
6. Approval of the new version of the Regulations on the Management Board of Directors of Gazprom Neft PJSC.
7. Participation of Gazprom Neft PJSC in the Fuel and Energy Complex Association "Russian National Committee of the World Energy Council".

You may review the information (materials) to be provided to the shareholders during the preparation for the extraordinary General Meeting of Shareholders **from 14 November 2018 on business days from 09:00 a.m. to 06:00 p.m. at 3-5 Pochtamtskaya Street, Saint-Petersburg, 190000 and 17 Nauchny Proezd, Moscow, 117246** (toll-free number (Russia only) 8-800-700-3152, e-mail: [shareholders@gazprom-neft.ru](mailto:shareholders@gazprom-neft.ru)),

and on the official Internet website of Gazprom Neft PJSC at [www.gazprom-neft.ru](http://www.gazprom-neft.ru).

In the event that a person registered in the Company's register of shareholders is a nominee holder of the shares, the Notice of the Meeting and the information (materials) to be provided to those eligible to attend the Meeting during the preparation for the Meeting shall be provided to the same in compliance with the laws of the Russian Federation on securities governing provision of the materials and information to the persons exercising the rights to securities.

The said information (materials) shall be also available to the persons registered in the Gazprom Neft PJSC's register of shareholders who are eligible to attend the Meeting through the "Shareholder's Account" on the website of DRAGA JSC, the Company's registrar, at <https://lk.draga.ru/>.

Persons entitled to attend the Meeting may participate in the Meeting in one of the following ways:

- 1) To send a completed and signed ballot to the address specified herein. Participated shareholders shall be deemed those shareholders whose ballots were received prior to the submission deadline.
- 2) To complete a ballot form online on the registrar's website [www.draga.ru](http://www.draga.ru) in the following section: Shareholders (Акционерам) => Electronic services (Электронные сервисы) => Vote (Голосование) or using the following link: <https://dragar.ru/akcioneram/jelektronnye-servisy/golosovanie/>.

Note! Those shareholders accounting for shareholders' rights through a depository, will be able to complete the electronic ballot form only after the information regarding their right to participate in the General Meeting is submitted by the nominee holder to the registrar JSC DRAGA.

Participated shareholders shall be deemed those shareholders whose electronic ballots have been completed by 6 p.m. 14 December 2018.

Those shareholders registered in the company register may gain access to the “Shareholder’s account” online service by contacting the company’s registrar, JSC DRAGA. The information on accessing the service is available online on the JSC DRAGA website [www.draga.ru](http://www.draga.ru), or at the following link: <https://draga.ru/lichnyj-kabinet-akcionera/>

Persons entitled to attend the Meeting, and whose securities rights are accounted for by a nominee shareholder, a foreign nominal shareholder, or a foreign entity, may also take part in the Meeting through exercising the right of vote as envisaged by art. 8.9. of the Federal Law “On the securities market” no. 39-FZ dated 22.04.1996, by issuing respective voting instructions to the persons listed above (through the office in charge of keeping records of the shareholder’s securities).

***PLEASE NOTE!*** The documents certifying the powers of the successors and representatives of the persons included in the list of the persons eligible to participate in the Meeting (copies of the same certified in the prescribed manner) shall be attached to the voting ballots submitted by such persons.

To participate in the Meeting, you are required to complete the ballot. The instructions for completing the ballot are printed on the reverse side of the ballot. The signed ballot shall be mailed to the address specified herein. The shareholders whose ballots are received before the closing date for accepting ballots and the shareholders who, in accordance with the laws of the Russian Federation on securities, gave voting instructions to the persons keeping records of their rights to the shares shall be deemed participated in the Meeting if the notices of their will are received before the closing date for accepting ballots.

*The Board of Directors of Gazprom Neft PJSC*

**Dear shareholder,**

Pursuant to the requirements of Clause 16 of Article 8.2 of the Federal Law dated 22 April 1996 No. 39-FZ “On the Securities Market”, Article 6.1 and Clauses 1 and 14 of Article 7 of the Federal Law dated 07 August 2001 No. 115-FZ “On Counteraction to the Legitimization (Laundering) of Proceeds from Crime and the Financing of Terrorism”, a person registered in the Company’s Register of Shareholders shall timely notify the Company’s registrar or the nominee shareholder of any changes in his/her/its details (for natural persons: full name, passport data, registration address according to the passport data; for legal entities: name, OGRN, INN, seat in accordance with the Articles of Association, full name of the CEO).

To verify / update your personal information, you should contact the place of registration of your shares: the Registrar (DRAGA JSC), or the Depositary. Prompt amendment significantly simplifies the shareholder’s operations in the register, participation in the general meetings and receipt of dividends.

When contacting the Registrar, the information is updated on the basis of completed anew Forms and Questionnaires (the forms are available on the website of the Registrar at [www.draga.ru](http://www.draga.ru)).

In the event that a shareholder fails to provide the information on the changes in its details, the Company and the Registrar bear no responsibility for the losses caused by the same, including no receipt of dividends when due and any claims made by the tax authorities.