State Enterprise

“National Nuclear Energy Generating Company “Energoatom”

SE “NNEGC “ENERGOATOM”

APPROVED

SE “NNEGC “Energoatom”

Acting President

\_\_\_\_\_\_\_\_\_\_ P. Kotin

01/07/2021

**Compliance Policy**

**of SE “NNEGC “Energoatom”**

PL-S.0.14.150-21

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Review deadline postponed |  |
|  |  |  | Notification No. |  |
|  |  |  | Date |  |
|  | ORIGINAL |  | Review deadline postponed |  |
| Review deadline | 13/07/2026 |  | Notification No. |  |
| Inventory number | 6599 |  | Date |  |
| Date of entry into force | 13/07/2021 |  | Review deadline postponed |  |
| No. of organizational and executive documentation on entry into force | 01-691-R |  | Notification No. |  |
| Date of registration of organizational and executive documentation | 13/07/2021 |  | Date |  |

CONTENTS

 P.

[TERMS AND DEFINITIONS 4](#_Toc187913288)

[1 GENERAL PROVISIONS 5](#_Toc187913289)

[2 COMPLIANCE POLICY PRINCIPLES 6](#_Toc187913290)

[3 KEY ROLES IN IMPLEMENTATION OF COMPLIANCE POLICY PRINCIPLES AND COMPLIANCE RISK MANAGEMENT 10](#_Toc187913291)

# **TERMS AND DEFINITIONS**

The terms and definitions given in this document are used only within the scope and for the purposes of this document

|  |  |
| --- | --- |
| Compliance | compliance of the activities of SE “NNEGC “Energoatom” (hereinafter referred to as the Company) and the Company employees with the requirements of valid (in cases of activities outside Ukraine – applicable) legislation, internal production, organizational and administrative, regulatory documents, as well as other decisions of the Company management, rules of ethical conduct and honest business conduct. |
| Compliance risk | probability of losses/application of sanctions, financial and/or reputational losses and/or insufficient income, causing material or other damage to the Company, other negative economic consequences as a result of failure by employees or contractors of the Company, persons acting on its behalf, to comply with the legislation requirements, this Compliance Policy, production. organizational and administrative documents, as well as decisions of the Company management |

# **1 GENERAL PROVISIONS**

1.1 This Compliance Policy of SE “NNEGC “Energoatom” PL-S.0.10.150-21 (hereinafter referred to as the Compliance Policy) has been developed to replace the Compliance Policy of SE “NNEGC “Energoatom” PL-S.0.10.150-14.

1.2 The Compliance Policy is a document of the management system of SE “NNEGC “Energoatom” in the area of ​​activity “Goal and Development Management. Planning”, code 1.10.10, in accordance with the enterprise standard SOU NAEK 180:2020 “Organization of processes in areas of activity of SE “NNEGC “Energoatom”.

1.3 This Compliance Policy defines the fundamentals and approaches to unconditional compliance by SE “NNEGC “Energoatom”, President, First Vice President – Technical Director, Vice Presidents, General Managers (Directors) of separate subdivisions of SE “NNEGC “Energoatom” and all its employees, regardless of their position, persons acting on behalf of the Company, with the requirements of the legislation, production, regulatory, organizational and administrative, and other documents of the Company in their daily activities and in relations with counterparties and as other interested parties, protection and maintenance of the Company positive business reputation, as well as the creation of an effective compliance risk management system.

1.4 This Compliance Policy has been developed taking into account the requirements of:

* Law of Ukraine dated 08/02/1995 No. 39/95-VR “About the Use of Nuclear Energy and Radiation Safety”;
* Law of Ukraine dated 25/12/2015 No. 922-VIII “About Public Procurement";
* Law of Ukraine dated 14/10|2014 No. 1700-VI “About Corruption Prevention”;
* other production documents of the Company.

1.5 This Compliance Policy is mandatory for all employees of the Company, as well as other persons acting on behalf of the Company, within the framework of contracts (agreements) concluded with them.

1.6 The Company expects that its counterparties adhere to the principles of this Compliance Policy in their activities. The Company counterparties are obliged to comply with the requirements of the Compliance Policy within the framework of contracts (agreements) concluded with the Company.

1.7 The department responsible for maintaining this Compliance Policy is the Directorate for Control and Audit Work and Compliance Policy. ***(Amended, Amendment No. 1)***

1.8 This document shall be kept in the production documentation fund of the Company Directorate (original), in all structural subdivisions of the Directorate and the Company General Directorate (registered copies).

# **2 COMPLIANCE POLICY PRINCIPLES**

**2.1 Safety Culture**

The basic principle in the activities of SE “NNEGC “Energoatom” is compliance with the highest standards of nuclear and radiation safety for the purpose of safe electricity generation.

Realizing the importance of safety in the NPP operation and taking into account the IAEA recommendations, SE “NNEGC “Energoatom” constantly carries out activities to form, maintain and improve the level of safety culture.

Production processes are ensured with a high level of nuclear, radiation and operational safety and comply with international recommendations and national standards. Improving and maintaining the achieved level of safety of operating NPP units is the highest priority in the activities of SE “NNEGC “Energoatom”.

The principle, according to which each employee of the Company is responsible for the safety and quality of its activities, is applied at all levels of activity.

**2.2 Compliance with legal requirements**

The Company complies with all requirements of the legislation of Ukraine, in particular the laws of Ukraine “About the use of nuclear energy and radiation safety”, “About the Electricity Market”, “About public procurement”, “About corruption prevention”, legislative and regulatory acts on the functioning of the electricity market, information disclosure, public procurement, labor regulation, taxation, antitrust regulation, environmental protection, etc. The Company applies the provisions of international standards, and implements the best global practices.

**2.3 Relations with counterparties**

The Company commits to cooperate with business partners who share the same values ​​​​as set out in this Compliance Policy.

In order to implement the declared policy, the Company always informs counterparties about all requirements stipulated by the Compliance Policy, takes into account their business reputation and the presence of a system of appropriate measures.

The Company carries out a check of potential and existing business partners in accordance with the procedure established by the Company.

SE “NNEGC “Energoatom” expects its business partners to adhere to the standards and principles of fair competition.

**2.4 Zero tolerance for corruption**

The Company considers any manifestation of corruption and abuse in its activities unacceptable, takes all measures provided for by law to prevent, detect and fight corruption and related actions.

For this purpose, the Company has approved and implemented the Anti-Corruption Program of SE “NNEGC “Energoatom”, which contains the main anti-corruption measures, standards and procedures, in particular, regarding periodic assessment of corruption risks, anti-corruption checks of business partners, corruption prevention in the procurement sector, etc.

**2.5 Response and responsibility**

The Company provides the opportunity to confidentially report probable facts of violation by the Company employees of the law, internal production, organizational and administrative documents, as well as decisions of the Company management, which may lead to losses/application of sanctions, financial and/or reputational losses and/or lack of income, causing material or other damage to the Company, other negative economic consequences.

Such reports must be subject to impartial investigation using all possible legal and reasonable procedures and resources.

**2.6 Equal opportunities policy**

All appointments and transfers to positions, as well as other personnel decisions affecting the work of employees, are made without taking into account political, national and other beliefs, gender, ethnic and social origin, etc.

**2.7 Tender Policy**

The Company prevents any discrimination on the basis of gender, guarantees all employees of the Company equal opportunities for career, professional and personal growth, provides flexible working conditions for parents of both sexes and pays wages in accordance with the contribution of each employee to the development of the Company. State Enterprise NNEGC Energoatom makes every effort to ensure parity of participation of women and men in making production, economic, social, and managerial and other decisions.

The tender policy of State Enterprise NNEGC Energoatom consists in systematizing measures and programs aimed at achieving gender balance in the team, as well as increasing opportunities for women and men to obtain decent and productive work in the Company, taking into account their education, personal and professional qualities, ensuring understanding of the gender specifics of labor relations and forming gender awareness and behavior.

**2.8 Corporate ethics**

The Company develops and maintains the Code of Corporate Ethics, which summarizes ethical and moral norms, rules of conduct that are followed by each employee of the Company, regardless of the level of his/her position.

**2.9 Conflict of Interest Management**

SE “NNEGC “Energoatom” ensures effective conflict of interest management, development of a set of measures aimed at conducting extensive explanatory work in order to prevent cases of conflict of interest in the activities of all employees, regardless of the position held, as well as its timely management.

**2.10 Personal data processing**

The Company considers one of its most important tasks to be compliance with the principles of legality and confidentiality when processing personal data, as well as the security of their processing processes.

Within the framework of this activity, the Company processes personal data and determines the purposes of processing personal data, the composition of personal data subject to processing, actions (operations) performed with personal data, based on the requirements of the current legislation of Ukraine, as well as the goals of the Company activities, tasks and functions.

**2.11 Protection of restricted information**

The Company takes a set of organizational and technical measures to comply with the regime of restricted information and prevent its disclosure contrary to the requirements of the legislation and the Company's production documents.

The relevant requirements and organizational principles are determined by the Company production documents.

**2.12 Information transparency and openness**

The Company ensures the systematic dissemination of objective, reliable information regarding the goals, objectives, current and prospective activities of the Company, its timely, complete reporting to the population and other interested parties.

All information about the Company activities, including information about current activity, public statements of management, speeches, interviews, etc., is published in corporate and other media.

Information about the Company activities may also be published (announced) by persons authorized by the Company management directly through public statements and speeches during briefings, press conferences, round tables, public hearings, consultations, etc.

**2.13 Making business entertainment expenses and gifts**

The Company considers it unacceptable and inadmissible to give and receive gifts or other material assets, to make representational expenses, as ways to achieve corporate goals.

Giving and receiving gifts, other manifestations of hospitality and making representational expenses is possible only if it does not contradict the norms of the current legislation of Ukraine, the Anti-Corruption Program, the Code of Corporate Ethics and the Compliance Policy, other production, organizational and administrative documents of SE “NNEGC “Energoatom” and generally accepted ideas about hospitality.

**2.14 Relations with employees**

All employees of the Company are obliged to comply in their work with the principles of this Compliance Policy, as well as the requirements of the valid legislation, organizational and administrative, production and regulatory documents of SE “NNEGC “Energoatom”, other decisions of the Company management, rules of ethical behavior and ethical business conduct.

Any employee may not be dismissed or forced to be fired, subjected to disciplinary action, or subjected to other negative measures of influence or the threat of such measures of influence by management due to refusal to implement decisions or instructions of management that the employee considers illegal, or that pose a threat to the safety of personnel or the environment, the legally protected rights, freedoms, or interests of individual citizens, legal entities, or state or public interests.

# **3 KEY ROLES IN IMPLEMENTATION OF COMPLIANCE POLICY PRINCIPLES AND COMPLIANCE RISK MANAGEMENT**

3.1 The President of the Company undertakes to demonstrate leadership and responsibility regarding:

* implementation of the Compliance Policy and creation of an effective compliance risk management system;
* provision of sufficient and appropriate resources for the functioning of the compliance risk management system;
* informing about the principles of the Compliance Policy both within the Company and in relations with business partners and other outside companies;
* directing employees to unconditionally implement the principles of the Compliance Policy;
* spreading the culture of non-acceptance of corruption manifestations in all areas of the Company activities:
* encouraging managers of all levels to demonstrate leadership in adhering to the principles of the Compliance Policy.

3.2 The Company managers of all levels, within the limits of their competence, undertake to demonstrate leadership and responsibility regarding the implementation of the requirements of this Compliance Policy personally and by their subordinate personnel.

3.3 SE “NNEGC “Energoatom” implements a set of procedures to identify, assess and eliminate (minimize) compliance risks and other types of risks in the Company activities.

3.4 Anti-Corruption Authorized Officer ensures:

* development, implementation provision and control over the implementation of measures to prevent, detect and fight corruption in the Company;
* periodic assessment of corruption risks in the Company activities;
* monitoring of conflicts of interest in the activities of the Company employees and timely application of mechanisms for its arrangement;
* implementation of other measures and procedures within the framework of the implementation of the Anti-Corruption Program of SE “NNEGC “Energoatom”.

3.5 Executive Directorate for Personnel:

* ensures the implementation of a set of measures to ensure that the Company employees comply with workplace discipline, ethical, moral norms and rules of conduct, including the requirements of the Code of Corporate Ethics of SE “NNEGC “Energoatom”;
* is responsible for the implementation of the Company tender policy and compliance with its principles.

3.6 Executive Directorate for Legal Support provides legal support for the Company staff compliance with the principles of the Compliance Policy.

3.7 Directorate for Physical Protection and Special Security monitors the performance of the personal data processing management system for the Company employees.

3.8 Strategic Communications Directorate: ***(Amended, Amendment No. 1)***

* is responsible for the implementation of a unified information policy of the SE “NNEGC “Energoatom” taking into account the requirements of the legislation of Ukraine in the field of information relations;
* ensures information interaction with the mass media, non-governmental public organizations and representatives of public associations.

3.9 Directorate for Control-and-Auditing Work and Compliance Policy ensures general coordination of the structural divisions of the Directorate and separate subdivisions of the Company, its employees regarding compliance with the requirements of this Compliance Policy, assessment of compliance risks, as well as initiation and/or conduct (participation in conducting) internal investigations and inspections in case of violation of its requirements. ***(Amended, Amendment No. 1)***