

Amended and approved in a new wording  
by the Supervisory Board of Latvenergo AS  
on 27 February 2019

## **Regulations of the Strategic Communication Committee of the Supervisory Board of Latvenergo AS**

### **1. General provisions**

- 1.1. The Strategic Communication Committee (hereinafter “Committee”) of the Supervisory Board of Latvenergo AS (hereinafter “Company”) was established with the aim of ensuring the supervisory functions of the Supervisory Board within the scope of the strategic communication of the Company.
- 1.2. The Regulations of the Committee enter into force on the day of their approval by the Supervisory Board of the Company and are binding on all Members of the Committee, the Supervisory Board of the Company and the Management Board of the Company.
- 1.3. The Regulations of the Committee lay down the procedure and principles for the operation of the Committee, its objectives and tasks and its procedure for adopting decisions.
- 1.4. Resources required for the Committee’s operation are provided by the Company.

### **2. Composition of the Committee**

- 2.1. The Committee is composed of up to three Members of the Committee who are elected from among the Members of the Supervisory Board and may be recalled by the Supervisory Board. Upon approval of the composition of the Committee, the Supervisory Board of the Company also elects the Chairman of the Committee.
- 2.2. The operation of the Committee is managed by the Chairman of the Committee, who is entitled to temporarily delegate his or her duties to another Member of the Committee in his or her absence.

### **3. Tasks of the Committee**

- 3.1. to understand and evaluate Latvenergo Group’s strategic communication goals, components, costs and returns (public relations, marketing/advertising, donations, brand management and value, and Corporate Social Responsibility);
- 3.2. to understand and evaluate Latvenergo Group’s stakeholder management;
- 3.3. to make recommendations to the Supervisory Board of the Company for determining or reaching the Group’s key performance indicators (KPIs) in the field of communication and other matters within the Committee’s responsibility.

### **4. Operation of the Committee**

- 4.1. Meetings of the Committee are convened and presided over by the Chairman of the Committee or, in his or her absence, by a deputy delegated by him or her.
- 4.2. Meetings of the Committee are convened according to necessity, but at least once a quarter. Members of the Committee, the Supervisory Board of the Company and the Management Board of the Company are also entitled to initiate the convening of a meeting or request additions to the agenda of a meeting.

- 4.3. The party convening a meeting of the Committee drafts the agenda for that meeting.
- 4.4. The chair of the meeting of the Committee may invite Members of the Company's Supervisory Board or Management Board, or other employees of the Company, to participate in that meeting.
- 4.5. Based on a separate decision of the Supervisory Board of the Company, the Committee, while observing the regulatory documents regulating procurement that are in force at the Company, is also entitled to invite external experts and consultants to ensure the fulfilment of its objectives and tasks.
- 4.6. The Committee is entitled to request that the Management Board of the Company prepares, checks and submits all information which is necessary to ensure the operation of the Committee and decision-making and which is at the disposal of the Management Board of the Company.
- 4.7. Meetings of the Committee usually take place at the registered address of the Company. The Committee is also entitled to decide to hold a meeting at a different location.
- 4.8. Meetings of the Committee may take place in person, by means of telecommunications or by means of correspondence (electronic mail).
- 4.9. Meetings of the Committee are recorded in minutes. The services of the minute-taker are provided by the Company.
- 4.10. The Company ensures storage of the minutes of the meetings of the Committee and preparatory materials for the meetings of the Committee until their delivery to the archive in compliance with the procedure defined by the legislation.

#### **5. Adopting the decisions of the Committee**

- 5.1. The Committee may adopt decisions if not less than half of the Members of the Committee participate in the meeting.
- 5.2. Each Member of the Committee has one vote at the meetings of the Committee. The decisions of the Committee are adopted if at least two Members of the Committee have voted for them.

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