

## 6.4. HR POLICY

**Transneft declares sufficient staffing of Transneft subsidiaries with highly qualified employees motivated for long-term labour relations as its HR priority.**

In 2020, the number of employees at Transneft Group subsidiaries amounted to **123.3 thousand people**

**Main objectives of Transneft in personnel management:**

Qualified staffing of Transneft Group, taking into account long-term and mid-term trunk pipeline system development plans and maintaining their stability.

Increasing the flexibility of financial and non-financial incentive systems considering regional factors and the place of certain groups of professionals on the labour market; offering a competitive remuneration system.

Improving and increasing the quality of personnel training, retraining and refresher courses in accordance with the laws of the Russian Federation and the directions of the Company's strategic and innovative development.

### Social Policy

Social policy is an important component of the HR policy at Transneft. It is necessary to attract, consolidate and motivate employees of the Transneft subsidiaries, to create conditions for long-term and effective labour relations.

As part of the social policy, a range of measures is implemented to improve the standard of living and personnel efficiency, support employees, their families and corporate retirees. Within the policy, conditions are created for personnel treatment, health and recreation; healthy lifestyles are promoted and corporate culture is developed.

In response to the pandemic, many planned activities were canceled, but the existing savings at the end of 2020 enabled the Company to provide additional material assistance to employees who have children under the age of 18.



[More information on social benefits and guarantees is presented in the Sustainable Development Report of Transneft for 2020](#)

## Medical Care for Employees

All Transneft Group employees are eligible for voluntary health insurance (VHI). The personnel are additionally insured against accidents and illnesses, which enables reimbursement of the employee's losses related to temporary or permanent disability, should an insured event occur.

Apart from that, better affordability of medical services to employees of Transneft Group is ensured through operation of health stations at facilities and

medical examinations carried out by mobile teams of medical specialists.

In 2020, health checks at mobile medical units were available to the personnel of operating facilities of Transneft subsidiaries located in Irkutsk, Amur, Vologda and Arkhangelsk Regions, Krasnoyarsk Territory, the Republic of Sakha (Yakutia) and the Komi Republic. The doctor teams conducted health checks for 6,857 employees.

## Coronavirus Response

To prevent the spread of coronavirus infection COVID-19 among the personnel of Transneft Group subsidiaries and to ensure the smooth functioning of the system of oil and petroleum products pipelines in 2020, the following measures were taken:

- limiting of contact events and participation of the Company's employees, limiting the admission to facilities of persons who are not employees of Transneft Group subsidiaries;
- changing the work and rest patterns of employees;
- provision of personal protection for personnel;
- control of admission to stationary workplaces of staff with signs of illness;
- conducting laboratory tests for certain categories of workers for the presence of coronavirus infection;
- organisation of observation points for temporary accommodation of personnel before being sent to a shift;

- disinfection of premises and vehicles, air disinfection;
- monitoring the public health situation at the facilities of the Transneft Group, as well as in the regions of their presence;
- preparation of pipeline facilities for transition to autonomous work in complete isolation under command from reserve control rooms;
- voluntary vaccination of personnel.

**In 2020, the Company's total expenditure on countermeasures against the spread of COVID-19 was RUB 2,171 million**



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## Corporate Training System

Employees of Transneft Group subsidiaries constantly improve their professional skills under up-to-date training programmes provided by leading industry-focused universities and secondary vocational education schools, as well as at the Company's educational institutions.

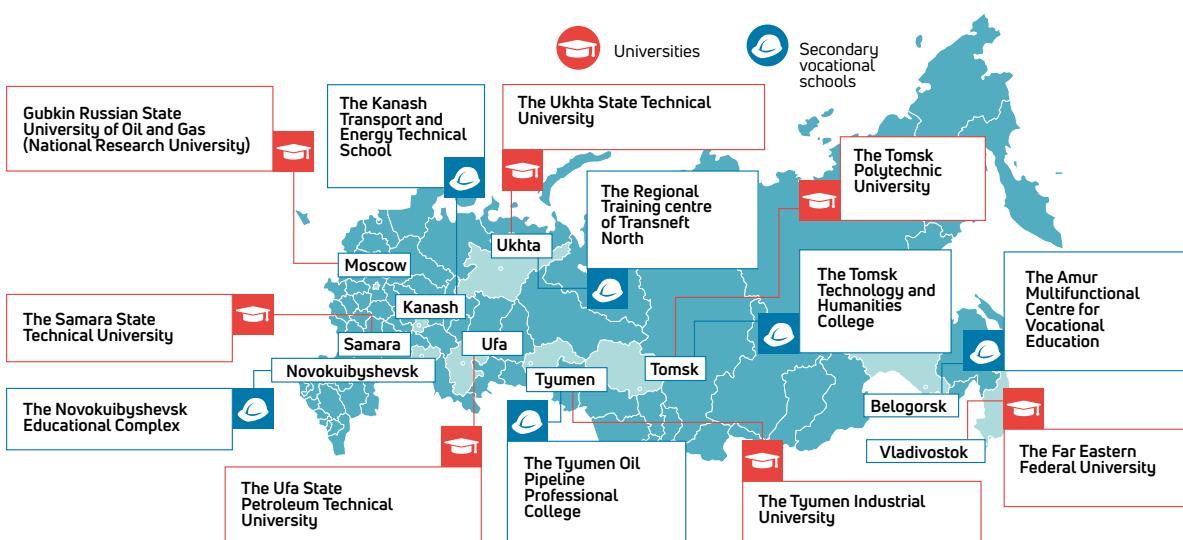
In 2020, despite the public health situation, training continued in full-time and distance learning in the main occupational areas:

- operation of power equipment installed at petroleum products pumping stations;
- operation of mechanical process equipment;
- operation of oil and petroleum products pipeline transportation facilities;
- automated process control systems.

**1,474 employees underwent training with end-of-course assessment (including full-time – 962 people, remotely – 512 people).**

In addition, in 2020, as part of the implementation of the Action Plan for the development of educational and methodological documentation (EMD), 49 sets of EMD were approved for 23 professions.

The staff is mostly trained by corporate and state educational institutions that have entered into agreements with the Company, accounting for more than 59.8% of the total number of employees involved in training and professional development programmes for employees.



### Training of Transneft Group's employees, courses taken

	2018	2019	2020
Managers	17,621	20,467	28,759
Specialists	41,261	47,987	38,539
Workers and office staff	47,760	49,318	38,671
<b>TOTAL</b>	<b>106,642</b>	<b>117,772</b>	<b>105,969</b>

In order to provide Transneft Group subsidiaries with qualified personnel with higher education, targeted training of students is carried out at universities under long-term cooperation agreements.

In 2020, 484 students underwent training on the terms of employer-sponsored education, including 453 bachelor programmes and 31 master programmes. Most of the students majored in Engineering, Technology and Technical Sciences, as well as Oil and Gas.