

**Annex  
to the Order of Kazakhtelecom  
JSC  
dated "19" August 2022  
№ 185**

**Kazakhtelecom JSC's Vehicle Management Policy**

Nur-Sultan

## **Kazakhtelecom JSC's Vehicle Management Policy**

Driving a vehicle is one of the most probable risks of accidents in Kazakhtelecom JSC (hereinafter - the Company).

This Policy is aimed at minimizing the occurrence of these risks and applies to the Company's structural divisions.

This document is the basis for the development of a driver training program, as well as a short-term plan aimed at implementing this policy.

### **1. Driver training and qualifications**

Employees and persons hired under a civil law agreement (hereinafter referred to as "drivers") who have been trained in contra-vehicle driving are allowed to drive vehicles in the Company.

### **2. Seat belts**

The driver shall wear a seat belt while operating the vehicle and make sure that the passengers are also wearing their seat belts.

### **3. On-board monitoring system**

The vehicles used by the Company in its production and business activities are equipped with an on-board monitoring system that alerts and records drivers' driving violations. The Company regularly analyzes the data collected by such devices and uses the data to continuously improve driving skills.

### **4. Route management**

A travel management plan that complies with the applicable standard ST JSC 80429-1/042-2022 is approved for the Company.

Each region's travel management program shall take into account local driving conditions and identified risks.

## **5. Prohibition of alcohol or drugs**

Driving under the influence of alcohol or drugs is prohibited, otherwise the offender shall be subject to disciplinary measures in accordance with the laws of the Republic of Kazakhstan.

## **6. Cell phone**

Drivers are prohibited from using a cell phone or other similar devices while driving a vehicle. Answering calls is permitted only after the vehicle has come to a complete and safe stop.

## **7. Measures of liability**

Violation of this Policy by the Company's employees shall be subject to disciplinary action in accordance with the Labor Law of the Republic of Kazakhstan. In case of violation of this Policy by persons engaged under a civil law agreement, the Company shall be entitled to terminate such agreement.