



**rompetrol  
well services**

ROMPETROL WELL SERVICES

Strada Clopotei, nr. 2 bis  
Ploiesti, Judetul Prahova  
ROMANIA

phone: +(40) 244 54 43 21

+(40) 244 54 42 65

email: office.rws@rompetrol.com

www.petros.ro

[www.rompetrol.com](http://www.rompetrol.com)

S.C. ROMPETROL WELL SERVICES S.A.	
SECRETARIAT	
INTRARE	Nr. 1104
IESIRE	04
20	Luna 04 Ziua 16

To: **BUCHAREST STOCK EXCHANGE  
FINANCIAL SUPERVISORY AUTHORITY**

**Current report according to the provisions of FSA Regulation No.5/2018**

**Date of report: 16 April, 2020**

**Name of issuer: ROMPETROL WELL SERVICES S.A.**

Registered office: Ploiești, 2 bis Clopotei Street, Prahova county

Telephone number: 0244 544 101;

Fax number: 0244 522 913

Sole registration number with the Trade Register Office: 1346607

Trade Register number: J29/110/1991

Share capital: 278.190.900 lei

Regulated market on which the issued securities are traded: Bucharest Stock Exchange (market symbol PTR)

**Significant event to be reported: Recommendations regarding the OGMS and the EGMS convened for 27/28.04.2020 in the context generated by the COVID-19 pandemic**

Considering the Decrees of the President of Romania no. 195/2020 and 240/2020 regarding the establishment of a state of emergency on the territory of Romania, in the context of the restrictions imposed by the competent state authorities for managing the situation generated by COVID-19, the Military Ordinances regarding measures to prevent the spread of COVID-19, the preventive measures taken by the Romanian authorities, such as the limitations regarding the gatherings of people and the restrictions of movement, according to the provisions of ASF Regulation no. 5/2020, **Rompetro Well Services S.A. ("Company" or "RWS") expressly recommends its shareholders to use electronic means of remote interaction, including voting by correspondence for the Ordinary General Meeting of Shareholders (OGMS) and, respectively, the Extraordinary General Meeting of Shareholders (EGMS) convened for 27/28.04.2020.**

In this regard, RWS recommends all shareholders of the Company the following protection / prevention measures:

- To access the informative materials for the OGMS and EGMS meetings in electronic format, available on the company website [www.petros.ro](http://www.petros.ro), Investor Relations Section, General Meeting of Shareholders / General Meeting of Shareholders current year subsection, avoiding, to the extent to which it is possible, sending the materials on hard copy, by post, courier services or personal pick up from the RWS headquarters;
- To vote by correspondence and, preferably, by e-mail, using the extended electronic signature incorporated, at [Investor.Relations.RWS@rompetrol.com](mailto:Investor.Relations.RWS@rompetrol.com), by sending the ballot by correspondence, accompanied by the documents mentioned in the convocation, avoiding, to the extent to which it is possible, sending them on hard copy by mail, courier services or personal deposit at the issuer's registry office; in the absence of the extended electronic signature, the aforementioned documents will be sent on hard copy by post, courier service or personal deposit at the issuer's registry office;



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- To use, as a means of communication with the Company, the electronic communication channels made available by the Company, including the email address [Investor.Relations.RWS@rompetrol.com](mailto:Investor.Relations.RWS@rompetrol.com), using the electronic signature, for any documents sent to the company in relation to OGMS and EGMS, avoiding, to the extent to which it is possible, sending them on hard copy by mail, courier services or personal deposit at the Company registry office;

Please find below the description of the correspondence voting method, which can also be found in the general meeting of shareholders convocation available on the Company's website [www.petros.ro](http://www.petros.ro), Investor Relations Section, General Shareholders Meeting / General Shareholders Meeting current year subsection.

#### Correspondence ballots

- Correspondence ballots must follow the format provided by the Company and contain specific instructions for each item on the agenda (vote "For", vote "Against", mention "Abstention").
- Correspondence vote may be expressed through the correspondence ballot by the shareholder's representative only if:
  - The representative received a special/general power of attorney from the shareholder he represents, that has to be submitted to the Company in the form provided by legal regulations and within the deadline provided for in the convocation, or
  - The representative is a credit institution providing custody services, in which case voting is limited to the instructions received from their clients acting as shareholders at the Reference Date.
- In case of the OGMS, for the points 3,6,7,7<sup>1</sup> and 7<sup>2</sup> on the agenda, for which secret vote will be applied, there shall be used the forms of Correspondence Voting Ballot dedicated to these points, made available by the Company; for the rest of the points on the OGMS agenda, there shall be used the forms of Correspondence Voting Ballot dedicated to these points, made available also by the Company.
- In case of the EGMS, there shall be used a single form of Correspondence Voting Ballot for all points on the agenda, made available by the Company.
- For the OGMS, the Correspondence Voting Ballots dedicated to points 3,6,7,7<sup>1</sup> and 7<sup>2</sup> on the agenda, filled in by the shareholders or, where applicable, the representatives of the shareholders, with their options, respectively vote „For”, vote „Against” or „Mention Abstention”, signed, in original, accompanied by the related documents shall be introduced within a separate envelope, closed, clearly mentioning on the envelope “**Confidential – Secret voting instructions for the Ordinary General Meeting of Shareholders as of 27/28.04.2020**”, which shall be placed, in its turn, in the envelope containing the Correspondence Voting Ballot dedicated to the other items on the agenda of the OGMS and the related documents; these shall be sent as to be registered with the Company registration office **no later than 25.04.2020, at 10:00**.
- For the EGMS, the Correspondence Voting Ballots and the related documents shall be sent as to be registered with the Company registration desk **no later than 25.04.2020, at 11:00**, clearly mentioning on the envelope „For the Extraordinary General Meeting of Shareholders as of 27/28.04.2020”.
- The Correspondence Voting Ballots may be sent also by **e-mail with extended electronic signature**, in compliance with Law no. 455/2001 on digital signature, republished, and according to the regulations of the ASF, at the address: [Investor.Relations.RWS@rompetrol.com](mailto:Investor.Relations.RWS@rompetrol.com), as following:
  - for the OGMS, the Correspondence Voting Ballots dedicated to the points 3, 6, 7, 7<sup>1</sup> și 7<sup>2</sup> filled in by the shareholders or, as the case, by their representatives with their options ( vote “For”, “Against” or mention “Abstention”), signed, accompanied by the related documents may be sent also e-mail with extended electronic signature, at the address: [Investor.Relations.RWS@rompetrol.com](mailto:Investor.Relations.RWS@rompetrol.com)



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mentioning on the subject "Confidential –For the Ordinary General Meeting of Shareholders as of 27/28.04.2020"; this shall be sent as to be registered with the Company registration office no later than **25.04.2020, at 10:00**.

- for the OGMS, the Correspondence Voting Ballot dedicated to the **rest of the points**, filled in by the shareholders or, as the case, their representatives with their options (vote "For", vote "Against", „Mention Abstention"), signed, accompanied by the related documents shall be sent by e-mail having attached extended electronic signature, clearly mentioning on the subject "For the Ordinary General Meeting of the Shareholders as of 27/28.04.2020", so that to be registered as received to the Company's registration desk **until 25.04.2020, at 10:00**;
- for the EGMS, the Correspondence Voting Ballot, filled in by the shareholders or, as the case, their representatives with their options (vote "For", vote "Against", „Mention Abstention"), signed, accompanied by the related documents shall be sent by e-mail having attached extended electronic signature, clearly mentioning on the subject "For the Extraordinary General Meeting of the Shareholders as of 27/28.04.2020", so that to be registered as received to the Company's registration desk **until 25.04.2020, at 11:00**;

The Correspondence Voting Ballots which are not registered as received to the Company's registration desk until the aforementioned deadlines shall not be counted for the attendance and voting quorum to the OGMS and EGMS.

Depending on the evolution of the situation caused by COVID-19, between the moment of the present report and the date of holding the Ordinary General Meeting of Shareholders on April 27, 2020, 10:00 and respectively, the Extraordinary General Meeting of Shareholders on April 27, 2020, 11:00, Rompetrol Well Services SA shall adopt the appropriate measures, required or imposed by the authorities, while appropriately informing the shareholders of the Company.

We also inform you that, if the current restrictions regarding the number of participants to events held in confined spaces will be maintained, Rompetrol Well Services is obliged to apply additional measures to comply with these legal requirements.

**At the same time, we would like to draw the attention that the physical participation in public events / meetings in closed spaces (although it is carried out in compliance with the conditions and within the limits imposed by the authorities at that time) may expose the participants to a possible contamination with the SARS-CoV-2 coronavirus, and Rompetrol Well Services SA and / or the management and / or administrators of Rompetrol Well Services S.A. they cannot be held responsible for such risk.**

Should the shareholders expressly wish to attend, directly or through the proxy, general meetings, they are requested to notify the company until **April 21, 2020, by 16:00**, at the e-mail addresses: [Investor.Relations.RWS@rompetrol.com](mailto:Investor.Relations.RWS@rompetrol.com) or [Adina.Chitu@rompetrol.com](mailto:Adina.Chitu@rompetrol.com) to allow the Company to take all the protective measures that are required in the given context, but not limited to them, such as: disinfection of the meeting room, requisition of a declaration regarding the health status, measures in the view of protecting the Company's personnel involved in conducting general meetings, including but not limited to requesting the necessary authorizations from the public authorities that are competent in this matter.

**General Manager,  
Timur Zhetpisbayev**

DocuSigned by:  
  
DA7C83EAF4DD4A7



Company With Management System Certified By DNV GL  
ISO 9001:2015 ISO 14001:2015 OHSAS 18001:2007

Trade Registry No: J 29/110/1991  
Fiscal Identification No: RO1346607

IBAN: RO34BACX0000000030551310  
UniCredit Bank – Ploiesti  
Share Capital: 27819090 lei