

Dear Shareholder!

Public Joint Stock Company Novolipetsk Steel (NLMK), 2, Metallurgov sq., Lipetsk, 398040, hereby notifies of the convocation of the NLMK Annual General Meeting of Shareholders on the company performance in 2023 (hereinafter - the AGM), in the form of absentee voting with the deadline for receiving voting ballots (date of the AGM held in the form of absentee voting) on 14 May 2024 with the following agenda:

1. *Approval of NLMK's 2023 Annual Report.*
2. *Approval of NLMK's 2023 Annual Accounting (Financial) Statements.*
3. *NLMK's profit distribution (including payment (declaration) of dividends) based on 2023 performance.*
4. *Election of members to NLMK Board of Directors.*
5. *Approval of revisions of NLMK Charter and internal corporate documents.*
6. *Payment of remuneration to members of NLMK Board of Directors.*
7. *Approval of NLMK's auditing firm.*

Owners of NLMK's registered uncertified common stock (state registration number 1-01-00102-A of 09.04.2004, ISIN RU0009046452, CFI ESVXFR) are entitled to vote on all agenda items of the AGM.

The date upon which the list of persons entitled to participate in the AGM is determined is set as 19 April 2024.

Mailing address to submit voting ballots is: Corporate Secretary's Office, NLMK Lipetsk, 2, Metallurgov sq., Lipetsk, Russia, 398040.

The persons entitled to participate in the Extraordinary Meeting may also do so by filling out electronic voting ballots on the company's Internet website:

www.nlmk.com/ru/about/governance/meeting-of-shareholders/.

Access to the e-ballot form will be granted to shareholders registered on the Public Government Services Portal of the Russian Federation or to those who have obtained access by filing a request with the office of the keeper of NLMK's shareholder register, the Regional Independent Registrar Agency (10 B, 9 Maya St., Lipetsk, 398017, Russia, phone: (4742) 443-095, e-mail: info@a-rnr.ru), and:

- Have their share rights registered in the NLMK Shareholder Register, starting from 24 April 2024,
- Are clients of nominee shareholders, when the nominee shareholder submits data on the persons entitled to participate in the AGM to the Regional Independent Registrar Agency, the keeper of the NLMK Shareholder Register, but not earlier than on 24 April 2024.

Only ballots received by NLMK before the submission deadline shall be taken into account when determining the AGM quorum and voting results.

In case the voting ballot is signed by a shareholder's representative it shall be supplemented with a document (a proxy executed as per the requirements of the Federal Law On Joint-Stock Companies, copy of a proxy, duly notarized or another document as the law requires) confirming the representative's authority:

- *A representative of a private shareholder shall present a proxy issued by that private shareholder and copies of the representative's personal identity document(s); and a legal representative of a private shareholder shall present copies of their authority,*
- *A representative of a corporate shareholder acting without a proxy by operation of law or incorporation documents shall present a copy of the corporate shareholder's incorporation documents and (a) document(s) confirming their powers (copy of resolution on their election or appointment, etc.), and a copy of their personal identity document(s),*
- *A representative of a corporate shareholder shall present a proxy issued by that corporate shareholder and a copy of the representative's personal identity document(s),*
- *A representative of a government or municipal shareholder acting without a proxy by operation of federal laws or regulatory acts by competent government agencies or local authorities shall provide (a) document(s) confirming their respective powers (official ID, voting instructions, etc.) and a copy of their personal identity document(s),*
- *Heirs and assigns of the persons included into the list of those entitled to participate in the*

General Meeting of Shareholders shall provide documents confirming their succession rights as required by Russian law.

The information (materials) to be provided ahead of the convocation of the Meeting will be made available from 12 April 2024 (on workdays from 10 a.m. to 4 p. m. /Moscow time/) at NLMK Head Office, rooms: 531, 603, 2, Metallurgov square, Lipetsk, (phone number: (4742) 444-463, 444-989), and on NLMK's Internet website at: www.nlmk.com.

NLMK Board of Directors

*** Safety advice to shareholders:**

Cases have been reported where shareholders were approached with solicitations to sell their NLMK shares or asked for an update of their personal details. Such solicitations may come from dishonest participants of the securities market.

In such cases, NLMK shareholders should follow the following guidelines:

- 1. For the purpose of selling your shares, engage the services of investment or brokerage companies that have a high standing in the securities market. We recommend that you check the information received from potential buyers, including by referencing the web sites of respective investment or brokerage companies.*
- 2. To avoid possible fraud, never disclose your passport or banking details, or other personal details to unknown persons.*
- 3. When a shareholder needs to change (update) their personal details recorded in the place of registration of shares (a shareholder register or a depository), they should notify the registrar keeping the register of NLMK shareholders / please inquire about the procedure of submission and forms of necessary documents from NLMK's registrar (RNR Agency at 10B, 9 May street, Lipetsk 398017, tel.: (4742) 443-095; Internet website: www.a-rnr.ru) / or a respective depository. NLMK also recommends to update the e-mail addresses where to the required information may be sent.*

**** We would like to bring the following information to the attention of private shareholders whose share rights are registered in NLMK's Shareholder Register:**

*When a resolution on dividend payment on NLMK's outstanding common shares is passed, the payment shall be effected by cashless settlement only. We strongly advise you to specify your bank details for receiving dividends. **Benefits of receiving dividends by bank transfer are:***

- **Significantly shorter delivery time compared to the delivery by money order;***
- **Dividends are received at a time convenient for shareholder (dividends are not returned, as may be the case when dividends are sent by money order, if a shareholder does not claim it at the post office before the deadline).***

If a shareholder provides invalid bank details, the dividends shall be sent to the shareholder by money order.

Private shareholders, whose payment details are lacking in the Shareholder Register or are outdated, shall submit updated bank and other details before 14 May 2024 to the NLMK Shareholder Register keeper - Regional Independent Registrar Agency. For more details on the submission procedure and forms of documents, please contact NLMK's Registrar (RIR Agency) at 10B, 9 May street, Lipetsk, 398017, tel.: (4742) 443-095; Internet web-site: www.a-rnr.ru.

We would like to draw your attention to the fact that a person registered in the NLMK Shareholder Register is required to timely inform the Register keeper in case their details have changed.