



**Annual General Meeting
of Polski Koncern Naftowy ORLEN S.A.**

Dear Sir or Madam,

Pursuant to Art. 8.3 of the Articles of Association, the Supervisory Board members are appointed for a joint term of office expiring on the date of the Annual General Meeting convened to approve the financial statements for the second full financial year of the term.

As stipulated in Art. 8.1 of the Articles of Association, the Supervisory Board consists of six to nine members, including the Chair, Deputy Chair and Secretary. In accordance with Art. 8.2.2 of the Company's Articles of Association, the General Meeting appoints all Supervisory Board members, except for one member appointed by the State Treasury.

Pursuant to Section 14.2 of the Rules of Procedure for the General Meeting of PKN ORLEN S.A., prior to voting on appointments to the Supervisory Board, the General Meeting – acting on a motion from the Chair or another authorised person unless such item is included on its agenda – determines the number of Supervisory Board members.

The current term of office of Supervisory Board members commenced on June 3rd 2016 and will end on the date of the Annual General Meeting convened to approve the 2018 financial statements.

In view of the foregoing, we inform you that the agenda for the Annual General Meeting includes the appointment of Supervisory Board members for a new term of office. Therefore, we submit to you a draft resolution of the Annual General Meeting to determine the composition of the Company's Supervisory Board and draft resolutions to appoint the Chair and other Supervisory Board members to the Supervisory Board.