

**As per the Wintershall General Terms and Conditions please take note of the following highlights and clarifications:****REPORTING:**

After completion of work any visit to a Wintershall location shall be concluded by the issue of an electronic visit report. A summary of the main findings, short comings and conclusions must be communicated before leaving the platform with the OIM. At all times reference to a Maximo Work Order must be included on the visit report. Such a report is to be delivered in a Microsoft acceptable format. To ensure a timely follow up of the inspection and/or work carried out the maximum time allowed for this visit report is 30 days. This information is vital to ensure the platforms integrity (safety). To express the importance of proper follow up and preventing the loss of this information, Wintershall can defer payment until the visit report is received.

All reports must be addressed as follows:

- Mechanical related: [winz.mechanical@wintershall.com](mailto:winz.mechanical@wintershall.com)
- Electrical related: [winz.electrical@wintershall.com](mailto:winz.electrical@wintershall.com)
- Safety related: [winz.safety@wintershall.com](mailto:winz.safety@wintershall.com)
- Integrity related: [winz.integrity@partners.wintershall.com](mailto:winz.integrity@partners.wintershall.com)
- Well integrity related: [winz.wellintegrity@wintershall.com](mailto:winz.wellintegrity@wintershall.com)

**RESPONSIBILITY:**

The work is carried out by the contractor on his own responsibility taking into account the relevant rules and regulations of engineering, the accident prevention rules and regulations (incl. ARBO law) and safety-related guidelines valid at Wintershall location.

All used materials and/or tools are contractor's responsibility. Heavy and/or voluminous materials must be send in time to the Den Helder SNS pool base.

For further information please refer to: <http://www.nogepa.nl/download-guidelines> (→ G-15-156 Transport Terms for Marine Transport NL or G-15-157 Transport Terms for Marine Transport ENG).

For information about sailing forecasts and frozen planning refer to: [wncargo@onepeterson.com](mailto:wncargo@onepeterson.com) or +31 (0)223 685326.

All work carried out will be subject to the Wintershall Permit to Work system.

Before beginning of work, the contractor will inform his employees that these rules have to be absolutely observed. Accidents with the assigned personnel on the premises of customer have to be notified immediately to the OIM and to own company management.

After work a formal hand over and an acceptance test by the production crew must be performed.

**PERSONNEL:**

All service personnel traveling offshore shall:

- be in possession of a valid medical certificate of fitness, valid firefighting and survival training (NOGEPa 0.5), valid HUET incl. Air pocket+ training and CA-EBS training (Compressed Air-Emergency Breathing System), Opito code 5902 (as per 1<sup>st</sup> May 2015)
- all service personnel working on Wintershall locations (on- and offshore) should be in possession of a valid VCA certificate.
- all personnel must be in the possession of legal travel documents such as Passport or identification cards
- all personnel shall be in the possession of a Personal Safety Logbook in which the medical examination and safety trainings are registered.

**PERSONAL PROTECTIVE EQUIPMENT:**

All service personnel visiting Wintershall production locations shall be in the possession of the following personal protective equipment:

- an orange, flame retardant, anti-static coverall
- protective spectacles
- an industrial safety helmet
- a pair of high safety shoes or boots with laces, shoes/boots without laces are not allowed

**CONTACTS:**

- Questions about boat schedules during normal office hours via +31 (0)223-685326 or [wncargo@onepeterson.com](mailto:wncargo@onepeterson.com).
- Questions about Helicopter regulations can be asked during normal office hours via +31 (0)70 372 9758.

**INVOICING AND PAYMENT:**

Payment will be effected within thirty (30) days after the Services have been provided and accepted and upon receipt of an electronic visit report and upon receipt of correct original invoices.

Non-conformance to the above can cause delays in payment of your invoices.

Invoice address: Wintershall Noordzee B.V. or electronically : [WINZ.AP@wintershall.com](mailto:WINZ.AP@wintershall.com)  
attn. Accounts Payable department  
P.O. Box 1011  
2280 CA Rijswijk (Z.H.)

Please specify on your invoice the Platform location(s) were the engineer has been working.