

xWD General Conditions of Contract
SUPPLEMENTARY INFORMATION FOR
SERVICE COMPANIES OPERATING ON THE
MITTELPLATE DRILLING AND PRODUCTION
PLATFORM (MPA)

GERMANY

Supplementary information for service companies operating on the Mittelplate Drilling and Production Platform (MPA)

All work/activities on the drilling and production platform MITTELPLATE A (MPA) are subject to supervision under mining law. Statutory regulations apply, in particular the German Federal Mining Act and the relevant federal/state regulations.

Security pass

In addition to personal details and a passport photo, the security pass must include entries on evidence of an occupational health examination, instruction/training and authorisations and training courses. Furthermore, depending on the work location and risk assessment, additional documentation must be provided. Employees that do not submit currently valid documentation are not permitted to carry out any activities/work on the MPA.

Person responsible

Harbour Energy Germany GmbH will appoint a legal or authorised representative of the service company as the managing person responsible. This person must appoint further persons as required in sections 58 to 62 of the German Federal Mining Act. The managing person responsible appointed by Harbour Energy Germany GmbH must make the persons responsible appointed by him or her aware of all legal guidelines and administrative files (e.g., special operating plans).

Registration for activities on the MPA

Registration for the transfer are to be made by email at least 24 hours before departure to

anmeldung.mittelplate@harbourenergy.com

The following information is required:

- Number of persons
- Names of the persons
- Date of birth
- Company name
- Reason for transport
- Information on risk assessment
- Proof of valid offshore training (expiry date)
- Proof of a valid offshore medical examination (expiry date)

All information such as departure and tide times, etc. can be requested from the Harbour Energy Germany GmbH contact person.

Transfer of personnel to the MPA

The transfer of persons from Cuxhaven to Mittelplate takes place via the passenger terminal of EnTec Industrial Services GmbH & Co. KG at the ferry port ("*Fährhafen*"), Cassen-Eils-Straße 2, 27472 Cuxhaven. Entitlement to the transfer requires written confirmation of the registration by the MPA nautical officer. Only the MPA nautical officer is authorised to inform the Registration Desk at the passenger terminal about the access rights of individual passengers.

A designated, fenced-in area with the "EnTec" sign near the terminal is available for parking cars. Parking is permitted on the areas marked in yellow. The vehicle registration number is to be communicated to the security staff at the passenger terminal.

To ensure the smooth handling of passenger and baggage checks at the passenger terminal, arrival at the terminal is required 30 minutes (visitors 60 minutes) before departure. When registering at the terminal, passengers are

identified by their identity card and security passport, which is checked against the passenger list. Permission requirements, such as occupational medical examinations and offshore safety training, must be provided when registering in writing. The passenger must provide any missing entry requirements independently. Access clearance can only be obtained through the navigator MPA.

The following baggage may be carried: 1 piece of baggage max. 20 kg in the form of rucksack or shoulder bag, 1 small piece of baggage (hand luggage) such as laptop bag, handbag, briefcase, small backpack. For security reasons, the luggage can be checked by the security staff at the terminal. Any instructions issued by the security personnel are to be obeyed without fail.

Due to the tidal range, the degree of incline of the gangway used to board the ship will vary; care must therefore be taken when walking on the gangway. One hand must hold on to the handrail of the gangway at all times, and the luggage must be stowed in a rucksack or travel bag which must be carried over the shoulder. The instructions issued by the ship's personnel must be followed at all times. In case of non-compliance the transfer can be refused.

Persons wearing working clothes and working shoes will not be carried on the passenger ship.

Transfer of cargo to the MPA

The transfer of cargo to the MPA is carried out with the transport ships of the shipping line Acta Jifmar. The MPA nautical officer decides with which ship cargo and materials can be brought to the MPA. The transport ships are loaded at the land base by employees of EnTec Industrial Services GmbH & Co. KG.

All materials, equipment and machinery must be brought to the EnTec Land Base in Cuxhaven, Helgoländer Kai 5 (access via the port quays) after prior written registration made to the MPA Logistician, phone: +49 4854 905 252 Logistik.Mittelplate.Partner@harbourenergy.com

The Land Base is continually staffed from Monday to Friday from 7 am to 4 pm. Delivery of cargo to be transported must be made during these times.

EnTec Land Base, phone: +49 4721 508015 0.

Outside normal working times **essential transports** must be arranged in consultation with the MPA logistician in good time.

Personal safety equipment on the MPA

Exiting the living quarters in order to carry out activities on the MPA is only permitted when wearing personal safety equipment. This includes in detail:

- Protective goggles against mechanical hazards
- Work clothing made of flame retardant and anti-static material
- Protective helmet (anti-static), with splash guard visor, if applicable
- Work boots, type S3, ankle height, oil resistant sole
- Work gloves appropriate for the activity to be performed
- PSE against falls appropriate for the activity to be performed

When using connector elements, generally a triple self-securing connector (DIN EN 362) or alternatively a double automatic self-securing connector must be used. Depending on the activity conducted, a transportable anchor point must be brought along.

If safety equipment against falls is required, the service company must prepare a rescue concept in consultation with the operational contact person Mittelplate before starting work.

Work clothing that covers the full body must be worn at all times.

Any personal safety equipment that is missing cannot be borrowed on the MPA. It is not permitted to enter the living quarters in work clothing.

Transport of hazardous goods from and to the MPA

When transporting hazardous goods, the service company must comply with the valid legal regulations, especially GGVSee (IMDG code) and ADR (especially with regard to the permissibility of packaging, its labelling and the documentation).

Use of hazardous materials on the MPA

When working with hazardous materials on the MPA the guidelines of hazardous goods regulations must be complied with. These include:

- EC safety sheets for the materials used
- Hazardous materials operating instructions about the handling of, and working with, the hazardous material
- Hazardous materials risk assessment

Verification that employees have been instructed in the contents of the operating instruction must also be submitted. Any personal safety equipment required must be brought and used.

Operating portable electrical equipment

In accordance with section 33 para. 1 ElBergV all portable electrical equipment must be inspected at least every two months by a qualified electrician. Documentation of these recurring inspections must be kept.

Service companies must submit the relevant documentation for their electrical equipment unsolicited to the MPA electrical foreman with the following disclosures: equipment description, model identification, serial number, manufacturer, inspection certificate with measurement report.

This also applies to newly procured electrical equipment. Portable electrical equipment must be labelled with a sticker confirming that the inspection has been carried out. Portable electrical equipment that has exceeded the inspection period must not be used on the MPA. In addition to the recurring inspections, users of portable electrical equipment must ensure that it is in a proper working condition prior to use.

Hoisting equipment, lifting gear and load-bearing equipment

If hoisting equipment and lifting gear are brought to and deployed on the MPA, the appropriate (currently valid) test documentation must be brought along with the equipment and submitted to the principal. The currently valid certificate must be visible on the outside of the equipment (test plate/inspection tag). The equipment must be in perfect condition.

Risk assessments, coordination

The service company must send a risk assessment pertinent to the location and to the activity to be performed in accordance with the general German Mining Regulation (ABBergV) to the relevant Harbour Energy Germany GmbH contact for technical queries 14 days at the latest before starting work. Risk assessments must be submitted to the production foreman before starting activities.

Work on the MPA is subject to the coordination obligation. All service companies must coordinate their risk assessments with other companies active at the same location and the same time and initiate measures to prevent risk.

General information about staying on the MPA

Every employee attending or working on the MPA for the first time will attend an induction session at reception in the form of a safety film. This induction must be repeated at annual intervals.

An initial instruction about conduct on the MPA will then be given by the MPA foreman. This instruction will only be valid for a maximum of one year.

In order to stay on the MPA, each person must document the completion of an offshore safety training course. The offshore safety training course or the training provider must meet the following requirements as a minimum:

- The training must include the components Survival at Sea and Basics of Fire Fighting in accordance with internationally recognized standards (e.g. OPITO, NOGEPa, GWO),
- The provider must document the completion of training for seafarers in accordance with STCW 95 (IMO), or
- the offshore safety training course and its provider must have passed inspection and obtained approval by the Occupational Safety Officer of Harbour Energy Germany GmbH, Production Operations Holstein.
- The safety training course must have been completed no more than 4 years ago.

In order to stay on the Drilling and Production Island Mittelplate, in accordance with section 16 of the OffBergV every person must provide documentation that they hold a valid international occupational medicine offshore suitability examination certificate (e.g. WMF, NOGEPa, OGUK, OLF), which must not be more than two years old. Its validity must be documented in writing and include an expiry date. Any supplementary occupational medicine examinations must be documented as per the locality and activity-related risk assessments. There is a visit and employment prohibition for expectant and nursing mothers on the Mittelplate. For this reason, they are prohibited from transferring to the Drilling and Production Island. The minimum age of persons intending to stay on the Mittelplate is 18 years.

Attention:

In case of non-compliance with the required framework conditions or a violation of the rules of conduct, the activities cannot be performed on the Mittelplate, or a reprimand may be issued.