

ROLE DESCRIPTION

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| Job Role: | Planning and Development Manager – Andaman II | | |
| Job Level: | Work Location: | Department: | Employment Status: |
| HBR Grade: | Indonesia | Andaman | Employee Fixed Term National (Indonesian) |
| Purpose of Role: | <p><i>Brief summary statement including why the role is needed and what it should achieve</i></p> <ul style="list-style-type: none"> Leading the potential development of deep water offshore and onshore, multiple options (including potential synergies with other assets in the area) and significant investment of Andaman development concept from early stage up to concept select gate and hand over to Execution Project manager. This position overarching not only the early development of Andaman II but also the greater Andaman area. Planning and organizing the Andaman area development plan following the exploration progress, both short term and long term. Assess and evaluate the best option including potential synergy with other adjacent Working Area. Develop early stage development concept, project requirement, schedule, cost and resources. Work closely with the other functions, such as subsurface, drilling and ESG manager to achieve Net Zero. Communicate the plan internally, authorities, JVs and other stake holders. The role is potentially needed in later part of 2023 to anticipate/prepare the likely success of the upcoming E&A campaign in 2023/2024, to allow acceleration of first production | | |
| MAE*/MATTE* and HSE* Critical Responsibilities: | <p><i>Outline the HSE/Safety Critical responsibilities of the role</i></p> <p>Ensure that all activities are carried out in a safe manner complying with all regulatory requirements, legislation and Harbour Energy HSEQ procedures. Also, work closely with ESG Manager to ensure that the associated GHG emissions are minimised.</p> | | |
| Areas of Accountability, Responsibility and Competence Level: | <p><i>Detail the key accountabilities and desired output of the role, highlighting scope and breadth of role</i></p> <p>As Planning and Development Manager is responsible:</p> <ul style="list-style-type: none"> To prepare and evaluate the robust and credible Andaman prospect development options to the best option and allow earliest first gas and meet net Zero, whilst respecting the domestic and local content requirement. To prepare and support the work and documentation for Project Initiation Gate and Select Gate approvals To handover the works to the Execution Project Manager All of the above includes all of the relevant materials, presentations to all stakeholders, such as Indonesia BU other relevant functions and Management, Corporate, SKK Migas, JVs, and others.. To support the preparation of project documentation system. To provide coaching to the other national employees. | | |
| Key Personal Attributes: (Refer to Appendix 1 for guide. Select top 5 as appropriate.) | <input checked="" type="checkbox"/> Communication and Influence <input checked="" type="checkbox"/> Accountability, Decision Making and Judgement <input checked="" type="checkbox"/> Teamwork <input checked="" type="checkbox"/> Leadership and Supervision <input checked="" type="checkbox"/> Coaching | <input checked="" type="checkbox"/> Adaptability/Flexibility <input checked="" type="checkbox"/> Conflict Prevention <input checked="" type="checkbox"/> Problem Solving <input checked="" type="checkbox"/> Results Orientation <input checked="" type="checkbox"/> Promotes Harbour Energy's Core Values and Business Principles | |

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| Critical Skills* Qualifications Experience, etc.: (* Indicate either preferred or essential.) | <ul style="list-style-type: none"> • Bachelor’s degree in Engineering with extensive oil and gas experience • Experienced and good track records in Project Engineering and Project Manager roles from early stages in oil and gas upstream industries. Experience in deep water development, deep water pipeline and Floating Facilities. Experience in LNG plant project and CO2 emission mitigation project is a plus. • Fluent in English verbal communication including presentation • Fluent in English report writing. | | | |
| Reports to: | <ul style="list-style-type: none"> • Andaman Asset Planning Sr. Manager | | | |
| Signatures: (Print form, sign and date.) | Employee Signature | Click or tap to enter a date. Date | Manager Signature | Click or tap to enter a date. Date |
| * Abbreviations: HSE Health, Safety and Environment MAE Major Accident Event MATTE Major Accident to the Environment | | | | |
| Last Reviewed or Updated: | Click or tap to enter a date. Date | | | |

APPENDIX 1 KEY PERSONAL ATTRIBUTES

COMMUNICATION AND INFLUENCE

Understands the value of clear, well thought out communication and active listening, coupled with honest and respectful responses to achieve positive outcomes and maintain productive relationships.

ACCOUNTABILITY, DECISION MAKING AND JUDGEMENT

Understands that part of business success is a result of individual and collective decision-making, based on sound judgement, competency and integrity.

Willing to accept responsibility for their actions and executes work in an honest and respectful way that materially influences how Harbour Energy and its employees are perceived by stakeholders.

Recognises the importance of fact over opinion and that the best solution may not always be the most obvious.

TEAMWORK

As a team member, displays a consultative, non-territorial and collegiate approach that promotes trust and support.

As a manager, recognises that caring passionately about the welfare and wellbeing of their people as much as the business itself delivers and sustains a positive team dynamic, commitment, team spirit, pride, trust and group identity.

LEADERSHIP AND SUPERVISION

As a leader, develops a broad understanding of Harbour Energy's Core Values and Business Principles. Recognises opportunities and threats, industry trends, emerging technology and displays initiative, energy and commitment in carrying out Harbour Energy's Core Values through inspiration, an active coaching style utilising appropriate resources and a safe proactive culture.

As a supervisor, has clarity of purpose to successfully influence and focus the team on the safe achievement of the planned objective utilising effective planning and appropriate resources.

Ensures that the right information is provided at the right time to promote excellent decision making; takes advantage of the collective expertise of team members to undertake and deliver the work; encourages knowledge exchange within the team; helps decide where to invest critical resources; links long-range visions and concepts to daily work tasks.

COACHING

Recognises and supports the notion that 'their success is my success' and that investing in coaching time is advantageous for both Harbour Energy and the development of individuals.

CONFLICT PREVENTION

Takes proactive and timely steps to prevent situations that could otherwise result in unnecessary confrontations and negatively affect the ability to work together in a positive and constructive manner.

ADAPTABILITY/FLEXIBILITY

Copes under pressure and views adaptability and flexibility as positive attributes

PROBLEM SOLVING

Possesses the ability to carefully and systematically tackle a problem in a timely fashion, utilising a logical approach to deliver a safe and economical outcome.

RESULTS ORIENTATION

Takes active responsibility for the achievement of collective and personal goals and objectives within agreed timeframes within the framework of Harbour Energy's Core Values and Business Principles.

PROMOTES HARBOUR ENERGY'S CORE VALUES AND BUSINESS PRINCIPLES

Understands and actively promotes Harbour Energy's Core Values and Business Principles in all aspects of their professional life.

ROLE EVALUATION ADDITIONAL DETAILS

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| Job Role: | Planning and Development Manager – Andaman II |
| Role Description Identification Number | Click or tap here to enter text. |
| Major Challenges: This considers the impact of the role on the organisation, the extent of the difficult decisions required, the level of innovation and complexity of communications associated with the role. | <ul style="list-style-type: none"> • Alignment of the best development options to all stakeholders (BU, Corporate, Government, JVs, etc.) • Alignment of net zero approach also with all stakeholders • Development concept for marginal fields development |
| Financial Accountability: e.g. Opex/Capex, Budgets, Production, DOA etc. the role is responsible for. The quantifiable data should be based on broad numerical values & not detail the annual targets of the role. | <ul style="list-style-type: none"> • Relatively small early capex, such as: G&G site survey, concept select and Pre-FEED |
| Management Relationships: Including number of internal direct/indirect reports, external relationships, functional reporting relationships, relevant peers the role interacts with. | <ul style="list-style-type: none"> • Direct reports: <ul style="list-style-type: none"> ○ SURF Manager • Indirect reports: <ul style="list-style-type: none"> ○ Engineering functions ○ ESG function ○ HSE function ○ Project Services • External parties: <ul style="list-style-type: none"> ○ Corporate ○ Government officials ○ JVs ○ Potential bidders ○ Potential buyers |
| Any Additional Role Requirements: Add any other information relevant to the role not captured above | <ul style="list-style-type: none"> • TBA |
| Last Reviewed or Updated: | Click or tap to enter a date. Date |