Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Rev. No. : 00 Effective Date :01.01.2025 Integrated Outsource Workforce Management System Location: Budge Budge PO No.: 4510299212 Stabilization Period: 30 days Start Date: 06/02/2025 STABILIZATION CHECKLIST End Date: 07/03/2025 STABILIZATION SUB- CRITERIA Report No.: 01 S.No. CRITERIA Average Count/day during stabilization Associate Types A. period I.Full Time Employees Access Control 1 2.Contract Labour Total Associates on IOWMS Platform ASSOCIATE ACCESS People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) 3.Apprentices 4.Vendor SPOC 5.Transporter Crew 6.Transporter SPOC through Access Control System 217 137 7.OMC Data Added during stabilization Total Data Avl. Workflows/Platform Activities Accessible Through A. on platform period Currently through Backend Vendor Creation a. 12 1 untill SAP integration 20 Location In charge Engineer In Charge c. Vendor SPOC Onboarding/Assignment 17 5 Contract Labour profile creation/ onboarding d. 188 Vendor SPOC ACCESS MANAGEMENT Transporter Crew Onboarding Engineer In Charge/Vendor SPOC Transporter SPOC Onboarding f. Engineer In Charge OMC onboarding Engineer In Charge Apprentice Onboarding 0 h. 2 Engineer In Charge IOWMS Platform Associate Enrolment Secutity SPOC VISITOR MANAGEMENT Visitor Approvals 25 Security SPOC, EIC, LI Available/Not Available Platform Reports Accessible Through Headcount Summary Available Headcount Logs Available Reports Accessibility with min. 30 days data wherever Access Logs Available Platform Admin, EIC, LI applicable d. Contract Labour report Available e. Visitor Logs Available Activities Count Troubleshooting Issue/ Ticket raised through platform or email b. Ticket Closed SAT Report No./Date: 26/2/2025 SAT Date (From-To):22/1/2025- 5/2/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. BPCL LOCATION INCHARGE VENDOR SPOC SIGNATURE & STAMP NAME & DESIGNATION DATE **UAT Sign Off Document** 4 IOWMS Platform Development Report No / Date 5 SUPPORTING DOCUMENTS Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS) SIGNATURE & STAMP

NAME & DESIGNATION

Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Integrated Outsource Workforce Management System Effective Date :01.01.2025 Location: Cherlapalli PO No.: 4510296290 STABILIZATION CHECKLIST Stabilization Period: 30 days Start Date: 06/02/2025 ergising lives End Date:07/03/2025 STABILIZATION CRITERIA S.No. SUB- CRITERIA Report No.: 01 Average Count/day during stabilization A. Activity Associate Types period Access Control 1.Full Time Employees 2.Contract Labour 3.Apprentices 4.Vendor SPOC ASSOCIATE ACCESS Total Associates on IOWMS People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) 134 63 through Access Control System Platform 5.Transporter Crew 6.Transporter SPOC 7.OMC Data Added Total Data Avl. on platform A. Workflows/Platform Activities during stabilization Accessible Through period Currently through Backend untill SAP integration Vendor Creation b. PO/Contract Assignment 7 1 Location In charge Vendor SPOC Onboarding/Assignment 11 6 Engineer In Charge d. Contract Labour profile creation/ onboarding 89 29 Vendor SPOC ACCESS MANAGEMENT Transporter Crew Onboarding Engineer In Charge/Vendor SPOC e. 0 Transporter SPOC Onboarding Engineer In Charge OMC onboarding 0 Engineer In Charge g. Apprentice Onboarding Engineer In Charge IOWMS Platform Associate Enrolment Secutity SPOC i. 110 23 VISITOR MANAGEMENT Visitor Approvals Security SPOC, EIC, LI a. 638 Available/Not Available Platform Reports Accessible Through Headcount Summary Available Headcount Logs Reports Accessibility with min. 30 days data wherever applicable Access Logs Platform Admin,,EIC, LI Contract Labour report Visitor Logs Activities A. Count Troubleshooting a. Ticket raised 8 Issue/ Ticket raised through platform or email Ticket Closed SAT Report No./Date: 21/2/2025 SAT Date (From-To):22/1/2025- 5/2/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. VENDOR SPOC BPCL LOCATION INCHARGE SIGNATURE & STAMP NAME & DESIGNATION DATE 4 **IOWMS Platform Development** UAT Sign Off Document Report No / Date 5 SUPPORTING DOCUMENTS Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS) SIGNATURE & STAMP NAME & DESIGNATION DATE

Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Integrated Outsource Workforce Management System Effective Date :01.01.2025 Location: Durgapur PO No. : 4510297375 STABILIZATION CHECKLIST Stabilization Period: 30 days Start Date: 06/02/2025 End Date: 07/03/2025 STABILIZATION CRITERIA S.No. SUB- CRITERIA Report No.: 01 Average Count/day A. Activity Associate Types during stabilizatio period Access Control 1.Full Time Employees 2.Contract Labour 3.Apprentices 4.Vendor SPOC ASSOCIATE ACCESS Total Associates on IOWMS People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) 248 130 through Access Control System Platform 5.Transporter Crew 6.Transporter SPOC 7.OMC Data Added Total Data Avl. on platform A. Workflows/Platform Activities during stabilization Accessible Through period Currently through Backend untill SAP integration Vendor Creation 13 b. PO/Contract Assignment 15 0 Location In charge Vendor SPOC Onboarding/Assignment Engineer In Charge d. Contract Labour profile creation/ onboarding 139 14 Vendor SPOC ACCESS MANAGEMENT Transporter Crew Onboarding Engineer In Charge/Vendor SPOC e. 62 Transporter SPOC Onboarding Engineer In Charge OMC onboarding 0 Engineer In Charge g. Apprentice Onboarding Engineer In Charge IOWMS Platform Associate Enrolment Secutity SPOC i. 219 11 VISITOR MANAGEMENT Visitor Approvals Security SPOC, EIC, LI a. 244 Available/Not Available Platform Reports Accessible Through Headcount Summary Available Headcount Logs Reports Accessibility with min. 30 days data wherever applicable Access Logs Platform Admin,,EIC, LI Contract Labour report Visitor Logs Activities A. Count Troubleshooting a. Ticket raised 13 Issue/ Ticket raised through platform or email Ticket Closed SAT Report No./Date: 05/03/2025 SAT Date (From-To): 22/1/2025- 5/2/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. VENDOR SPOC BPCL LOCATION INCHARGE SIGNATURE & STAMP NAME & DESIGNATION DATE Report No / Date 4 **IOWMS Platform Development UAT Sign Off Document** SUPPORTING DOCUMENTS 5 Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS)

SIGNATURE & STAMP
NAME & DESIGNATION

Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Rev. No. : 00 Effective Date :01.01.2025 Integrated Outsource Workforce Management System Location: Manmad PO No.: 4510296088 Stabilization Period: 30 days STABILIZATION CHECKLIST Start Date: 06/02/2025 End Date: 07/03/2025 SUB- CRITERIA Report No. : 01 S.No. CRITERIA Average Count/day during stabilization Activity Associate Types period Access Control .Full Time Employees System Contract Labour ASSOCIATE ACCESS Total Associate 3.Apprentices 4.Vendor SPOC 5.Transporter Crew 6.Transporter SPOC People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) through Access Control System on IOWMS 186 116 Platform 7.OMC Data Added during stabilizatio Total Data Avl. on platform Workflows/Platform Activities Accessible Through A. period Currently through Backend untill SAP integration endor Creation a. 11 0 PO/Contract Assignment Location In charge c. Vendor SPOC Onboarding/Assignment 11 9 Engineer In Charge Contract Labour profile creation/ onboarding Vendor SPOC ACCESS MANAGEMENT e. Transporter Crew Onboarding 0 Engineer In Charge/Vendor SPOC Transporter SPOC Onboarding f. Engineer In Charge g. OMC onboarding Engineer In Charge Apprentice Onboarding 13 Engineer In Charge IOWMS Platform i. Associate Enrolment 156 0 Secutity SPOC VISITOR Visitor Approvals 60 Security SPOC, EIC, LI MANAGEMENT Available/Not Available Platform Reports Accessible Through Headcount Summary Available Headcount Logs b. Available Reports Accessibility with min. 30 days data wherever applicable Platform Admin,,EIC, LI Access Logs Available Contract Labour report Available d. Available Count A. Troubleshooting a. Ticket raised 4 Issue/ Ticket raised through platform or email Ticket Closed SAT Report No./Date: 15/2/2025 SAT Date (From-To):22/01/2025- 05/02/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. VENDOR SPOC BPCL LOCATION INCHARGE SIGNATURE & STAMP NAME & DESIGNATION DATE 4 IOWMS Platform Development **UAT Sign Off Document** Report No / Date 5 SUPPORTING DOCUMENTS Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS) SIGNATURE & STAMP NAME & DESIGNATION

Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Rev. No. : 00 Effective Date :01.01.2025 Integrated Outsource Workforce Management System Location: Piyala PO No. : 4510300124 Stabilization Period: 30 days STABILIZATION CHECKLIST End Date:07/03/2025 STABILIZATION CRITERIA SUB- CRITERIA Report No. : Average Count/day during stabilization Activity Associate Types period Access Control I.Full Time Employees Contract Labour ASSOCIATE ACCESS Total Associates on IOWMS People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) 3.Apprentices 4.Vendor SPOC through Access Control System 97 31 Platform Data Added during stabilizati Total Data Avl. on platform Workflows/Platform Activities Accessible Through period Currently through Backend untill SAP integration b. PO/Contract Assignment Location In charge Vendor SPOC Onboarding/Assignment 0 c. Engineer In Charge Contract Labour profile creation/ onboarding 49 0 Vendor SPOC ACCESS MANAGEMENT Transporter Crew Onboarding Engineer In Charge/Vendor SPOC 0 0 Transporter SPOC Onboarding Engineer In Charge f. OMC onboarding g. Engineer In Charge Apprentice Onboarding Engineer In Charge IOWMS Platform Associate Enrolment i 67 0 Secutity SPOC VISITOR MANAGEMENT Security SPOC, EIC, LI Visitor Approvals 9 Available/Not Available Platform Reports Accessible Through Headcount Summary Headcount Logs Reports Accessibility with min. 30 days data wherever applicable Platform Admin,,EIC, LI Access Logs Visitor Logs Count A. Troubleshooting Ticket raised Issue/ Ticket raised through platform or email b. Ticket Closed SAT Report No./Date: 08/03/2025 SAT Date (From-To):22/1/2025- 05/02/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. VENDOR SPOC BPCL LOCATION INCHARGE SIGNATURE & STAMP NAME & DESIGNATION DATE 4 IOWMS Platform Development UAT Sign Off Document Report No / Date 5 SUPPORTING DOCUMENTS Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS) SIGNATURE & STAMP NAME & DESIGNATION

Doc. No.: BPCL/HRS/IOWMS/R05 IOWMS Integrated Outsource Workforce Management System Effective Date :01.01.2025 Location: URAN PO No.: 4510297410 STABILIZATION CHECKLIST Stabilization Period: 30 days Start Date: 06/02/2025 End Date: 07/03/2025 STABILIZATION CRITERIA S.No. SUB- CRITERIA Report No. : Average Count/day during stabilization A. Activity Associate Types period Access Control 1.Full Time Employees 2.Contract Labour 3.Apprentices 4.Vendor SPOC ASSOCIATE ACCESS Total Associates on IOWMS People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier) 679 477 through Access Control System Platform 5.Transporter Crew 6.Transporter SPOC 7.OMC Data Added Total Data Avl. on platform A. Workflows/Platform Activities during stabilization Accessible Through period Currently through Backend untill SAP integration Vendor Creation b. PO/Contract Assignment 26 Location In charge Vendor SPOC Onboarding/Assignment 14 3 Engineer In Charge d. Contract Labour profile creation/ onboarding 393 22 Vendor SPOC ACCESS MANAGEMENT Transporter Crew Onboarding Engineer In Charge/Vendor SPOC e. 71 71 Transporter SPOC Onboarding Engineer In Charge OMC onboarding 13 Engineer In Charge g. 63 Apprentice Onboarding Engineer In Charge IOWMS Platform Associate Enrolment Secutity SPOC i. 580 15 VISITOR MANAGEMENT Visitor Approvals Security SPOC, EIC, LI a. 713 Available/Not Available Platform Reports Accessible Through Headcount Summary Available Headcount Logs Reports Accessibility with min. 30 days data wherever applicable Access Logs Platform Admin,,EIC, LI Contract Labour report Visitor Logs Activities A. Count Troubleshooting 13 a. Ticket raised Issue/ Ticket raised through platform or email Ticket Closed 13 SAT Report No./Date: 22/02/2025 SAT Date (From-To): 22/01/2025- 5/02/2025 SAT (Completed/Not Completed) Completed NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended. VENDOR SPOC BPCL LOCATION INCHARGE SIGNATURE & STAMP NAME & DESIGNATION DATE Report No / Date 4 **IOWMS Platform Development UAT Sign Off Document** SUPPORTING DOCUMENTS 5 Stabilization Document Checklist Report No / Date Confirm Successful Stabilization (YES/NO) BPCL(CO-HRS) SIGNATURE & STAMP NAME & DESIGNATION

		IOWMS Integrated Outsource Workforce Management System						Doc. No.: BPCL/HRS/IOWMS/R05 Rev. No.: 00 Effective Date: 01.01.2025		
Bharat Petroleum energising lives			STABILIZATION CHECKLIST				Location: Wadi Lubes PO No. : 4510296273 Stabilization Period: 30 days Start Date: 06/02/2025 End Date: 07/03/2025			
S.No.	STABILIZATION CRITERIA			SUB- CRITER	IA				Report No.: 01	
1	Access Control System	A. Activity						Average Count/day during stabilization period	Associate Types	
		ASSOCIATE ACCESS through Access Control System	a.	Total Associates on IOWMS 707 Platform People Accessing through IOWMS Access Control System (incl. of FRS and turnstil/barrier)				287	1.Full Time Employees 2.Contract Labour 3.Apprentices 4.Vendor SPOC 5.Transporter Crew 6.Transporter SPOC 7.OMC	
2	IOWMS Platform	A.		Workflows/Platform Activities Total Data Avl. on platform			Data Added during stabilization period	Accessible Through		
		ACCESS MANAGEMENT	a. Vendor Creation			64	0	Currently through Backend untill SAP integration		
			b.	b. PO/Contract Assignment				0	Location In charge	
			c. Vendor SPOC Onboarding/Assignment			20	1	Engineer In Charge		
			d.	d. Contract Labour profile creation/ onboarding			511	49	Vendor SPOC	
			e.	e. Transporter Crew Onboarding			56	55	Engineer In Charge/Vendor SPOC	
			f.				28	0	Engineer In Charge	
			g.				2	0	Engineer In Charge	
			h.	Apprentice Onboarding			20	2	Engineer In Charge	
			i. Associate Enrolment				480	7	Secutity SPOC	
		VISITOR		a. Visitor Logs			100	28	Security SPOC,EIC, LI	
		MANAGEMENT	· · · · · · · · · · · · · · · · · · ·				Available/Not			
		В.	Platform Reports					Available	Accessible Through	
		Reports Accessibility with min. 30 days data wherever applicable	a. Headcount Summary				Available			
			b. Headcount Logs					Available	Platform Admin,,ElC, LI	
			c. Access Logs				Available			
			d. Contract Labour report				Available			
			c. Visitor Logs				Available			
A.				Activities				Count		
3 Troubleshooting Issue/ Ticket raised through platform or email			a. Ticket raised				12			
				b. Ticket Closed				12 SAT Report No./Date: 15/02/2025		
SAT (Comple				eted/Not Completed) Comp				pleted SAT Date (From-To):22/01/2025-5/02/2025		
NOTE: It is confirmed that the IOWMS System inclusive of Access Control System and the prescribed workflows under IOWMS platform are functional. The workflows and Troubleshooting process have been used by the relevant personas during the stabalization period and are working as intended.									orkflows and	
				VENDOR SPOC			BPCL LOCATION INCHARGE			
SIGNATURE & STAMP										
NAME	& DESIGNATION									
DATE										
4 IOWMS Platform Development			a.	a. UAT Sign Off Document		Report No / Date				
5 SUPPORTING DOCUMENTS			a. Stabilization Document Checklist			Report No / Date				
		Conf	irm Succ	uccessful Stabilization (YES/NO)						
				BPCL(CO-HRS)						
SIGNA	TURE & STAMP									
NAME	& DESIGNATION									
DATE										
uall.										