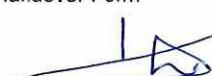


Contract Handover

ONLY for contracts valued **LESS** than
5,000,000 USD

Eni Pakistan

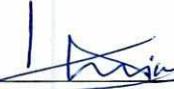
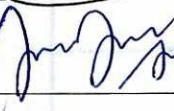
Contract number	5000013757	Contractor & Contractor Representative Contact details	ZH TECHNOLOGIES- PAKISTAN SUITE NO. 60 2ND FLOOR, GLASS TOWER Street: KHY E IQBAL CLIFTON KARACHI Pakistan M Faiz Shah (Project Manager) E-mail: mfaiz@zhtek.com.pk Tel No.: +92- 21- 34227367
Contract Holder	ICT Manager	Subject	Maintenance & Support Aruba WiFi System
Contract Type	Blanket Order – <i>with no minimum guaranteed value</i>	Administrative Value	US\$ 48,711.25 /-
Effective Date	1-November-2018	Expiry Date	31-October-2021
Commencement Date	As per 1 st call-order date		
Extension Options	Yes	Notice	<i>None</i>
Bank Guarantees or Performance Guarantees to be Provided			N/A
Insurances	As per Original Blanket Order Art.(14)		
Compensation Scheme	Refer to Appendix A – Compensation Schedule.	Payment terms	net 60 days from date of valid invoice(s) in COMPANY's Finance Dept.
Penalties / Liquidated Damages	As per Original Blanket Order Art.(15)	List of Contract Documents	Tick as Applicable: <input checked="" type="checkbox"/> FORM OF AGREEMENT <input type="checkbox"/> Special Conditions (<i>where applicable</i>) <input type="checkbox"/> General Terms Conditions <input checked="" type="checkbox"/> Appendix "A"-“Compensation and Method of Application” Spares Price List <input type="checkbox"/> Appendix “B”-“Price Schedule/Price List” (<i>where applicable</i>) <input type="checkbox"/> Appendix “C”-“Specimen copy/ies of Advance Payment Bank Guarantee, Performance Bond or Parent Company Guarantee” (<i>where applicable</i>) <input checked="" type="checkbox"/> Appendix “D”-“Scope of Work and Technical Specification” <input checked="" type="checkbox"/> Appendix “E” -“HSE-CR Requirements” <input type="checkbox"/> Appendix “E1” -“Checklist for verification of HSE Plan” <input type="checkbox"/> Appendix “F” -“Quality Requirements” (<i>where applicable</i>) <input checked="" type="checkbox"/> Appendix “G”-“Security Guidelines” <input type="checkbox"/> Appendix “H”-“Contract Coordination Procedure/Variation Procedure” (<i>where applicable</i>)
HSE requirements	Refer to Appendix E – HSE-CR Guidelines HSE99-00-IN-GD-098-01		
Subcontracting	Note for User: Cascade subcontracting and total subcontracting not allowed Contract Holder to maintain subcontractor register and submit PRO copy of technical approval of any subcontractor	Not Applicable	
Delivery Terms	As per 1 st call-order date	Location	Bhit Gas Plant



Contract Handover

Eni Pakistan

Contract was handed over from PRO to Contract Holder on: 26-October-2018

Buyer's Name & Signature	Suman Khalid		Comments (if any)
Team Leader's Name & Signature	Khaliq ur Rehman		
C&P Manager's Name & Signature	Renato Malacarne		
HSE Manager's Name & Signature	Samir Wasim		

Contract Holder Acceptance

Contract Holder Roles and Responsibilities

I hereby acknowledge that I have read and accept the role and responsibilities as a Contract Holder/Administrator below for all contracts used, under my authority as a requesting unit, relating to the procurement of goods and services.

A Contract Holder/Administrator has responsibility to manage the contract, including communication with the Contractor as necessary to ensure it is satisfactorily performed, and undertaking responsibility for the following:

Contract Holder Representative:

IRFAN ZULFIQAR
Regional ICT Manager
(RECA & REFA)
Eni Pakistan Limited

Date: 10/11/18

Name, Dept.

Sign: 

General:

- Raise Call-Off Orders and Delivery Orders in a timely manner before the start of the activities
- Monitor contract expiry date and financial validity and ensure timely action (minimum 3 months before expiry and before reaching 80% of AV), if the duration or financial validity of the contract requires enhancement.
- Monitor progress of the contract, incl. time frame, costs and performance to ensure compliance with contract and project budget.
- Analyze Contractor deliverables and work progress measured against contracts.
- Verify that HSE requirements are adhered to
- Ensure implementation of Contractor management plans and procedures in compliance with the contract.
- Conduct the evaluation of Contractor management practices and deliverables.
- Continually review contracts regarding their effectiveness and in case of ongoing call-off contract continually review to ensure that present service is in line with that originally contemplated.
- Maintain subcontractors register and sub-contractors performance
- Ensure that Supplier/Contractor is complying with Insurance Requirements laid down in the Contract
- Ensure that Supplier/Contractor is complying with Bank or Parent Company Guarantees laid down in the Contract
- File all the documentation concerning the Contract Management that, when required, shall be at disposal of Control Unit (internal and or external)

Administrative:

- Sign all correspondence to Contractor/Supplier
- Perform final inspection and acceptance of all work required under the contract.
- Certify acceptance of deliverable of goods and services rendered by Contractor.
- Approve all invoices in a timely manner in accordance with the clause stipulated in the contract.

Expediting and Inspection:

Be responsible for ensuring that the inspection and expediting function is carried out effectively

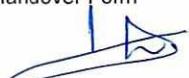
Feedbacks

Prepare and submit to Procurement Department FEEDBACK (yearly and at end of contract) reports on contractor performance analysis which covers the following matters:

- Late Delivery
- Quality of supplied goods and services
- HSE
- Completion of delivery or work
- Any non-compliance

Close-Out

Initiate and coordinate the Contract Close Out after Contract work/ Services completion (for contracts > 5,000,000 US\$)





Blanket Order - 5000013757

Eni Pakistan Limited

5th Floor, The Forum, G-20
Block-9, Khayban-e-Jami, Clifton
Karachi-75600, Pakistan
UAN number 111-111-ENI (111-111-364)
PABX : (92-21) 35879951
Fax : (92-21) 35838394-5

502264 - ZH TECHNOLOGIES- PAKISTAN
Street: SUITE NO. 60 2ND FLOOR, GLASS TOWER
KHY E IQBAL CLIFTON KARACHI
Pakistan

General Data:

Information

Description: Maintenance & Support Aruba WiFi System

Supplier: 502264 - ZH TECHNOLOGIES- PAKISTAN

Payment Term: 60 days invoice date

Buyer: Suman Khalid

Valid From/To: Nov 1, 2018 - Oct 31, 2021

Contract Manager Name: ICT Manager Irfan Zulfiqar

Contract Manager Unit: PNI

Revision Number: 00

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BLANKET ORDER INCLUDES ALL OF THE FOLLOWING PAGES

Object

Maintenance for Aruba Wi-Fi system installed at Bhit Gas Plant

Form of Agreement

With reference to your offer, **Eni Pakistan Limited** a corporation existing under the laws of England and having its principal place of business at 5th Floor, The Forum, G-20, Block-9, Khayaban-e-Jami, Clifton, Karachi - 75600, Pakistan (hereinafter referred to as "**COMPANY**") hereby award you **ZH TECHNOLOGIES-PAKISTAN**, a corporation existing under the laws of Pakistan and having its principal place of business at Suite 60, 2nd Floor, Glass Tower, Khyaban-e-Iqbal, Clifton, Karachi (hereinafter referred to as "**CONTRACTOR**") the CONTRACT (hereinafter referred to as "the CONTRACT") covering the subject at the following terms and conditions.

1. DEFINITIONS AND INTERPRETATION

1.1. The following definitions when capitalized shall apply to this CONTRACT:

"APPLICABLE LAW" means any treaty, law, decree, order, regulation, decision or other document that has legal force according to the terms of any system of law, including, without limitation, local law, the laws of any other state or part thereof or international law, and which creates or purports to create any requirement or rule that may affect, restrict, prohibit or expressly allow the terms of this CONTRACT or any activity contemplated or carried out under this CONTRACT.

"COMPANY GROUP" means:

- a) COMPANY and its affiliates
- b) any parties to a joint venture agreement under which COMPANY is entering the CONTRACT;
- c) COMPANY's contractors (other than CONTRACTOR) and their subcontractor; and
- d) the directors, officers, employees, consultants, advisors and agents of any legal entity listed in this definition other than CONTRACTOR,

"CONSEQUENTIAL LOSS" means any indirect, special or consequential losses and/or loss of production, loss of profit or anticipated profit, loss of revenue or anticipated revenue, business interruption, loss of use of facilities, loss of contract or other business opportunity, arising from or related to the performance of the CONTRACT.

"CONTRACT PRICE" means the amounts of any compensation to be paid by COMPANY for the performance of the SERVICE in accordance with the provisions of the CONTRACT.

"CONTRACTOR GROUP" means:

- a) CONTRACTOR and its affiliates;
- b) the participating companies in any joint venture with CONTRACTOR supplying the SERVICE;
- c) SUBCONTRACTORS; and
- d) the directors, officers, employees, consultants, advisors and agents of any legal entity listed in this definition.

"FORCE MAJEURE" means in respect of either PARTY, any event or occurrence whatsoever beyond the reasonable control of that PARTY, which delays, prevents or hinders that PARTY from performing any obligation imposed upon that PARTY under this CONTRACT, including inter alia, to the extent such event or occurrence shall delay, prevent or hinder such PARTY from performing such obligation, war (declared or undeclared), terrorist activities, acts of sabotage, blockade, fire, national strikes (excluding those limited to CONTRACTOR GROUP), riots, insurrections, civil commotions, quarantine restrictions, epidemics, earthquakes, landslides, avalanches, floods, hurricanes, explosions and regulatory and administrative or similar actions or delays to take actions of any governmental authority.

"GROSS NEGLIGENCE" means any act or failure to act (whether sole, joint or concurrent) by any person or entity which was in reckless disregard of or wanton indifference to, harmful, avoidable and reasonably foreseeable consequences.

"INDEMNIFIED COSTS" means any and all losses, damages, liabilities, claims, demands, actions, proceedings, payments, costs, expenses (including with no limitation legal costs, tribunal experts' and investigative fees), fines, penalties and interest.

"PARTY" means either COMPANY or CONTRACTOR and the expression "PARTIES" shall be construed accordingly.

"SERVICE" means works, services, materials and all the activities to be provided by CONTRACTOR under the CONTRACT, as is more fully described therein.

"SUBCONTRACTOR" means any person, including any vendor or supplier, with whom CONTRACTOR has entered into any contract to provide such part of the SERVICE as detailed in the scope of work of the CONTRACT.

"TAXES" means any tax, national or local, levied or charged by any authority empowered to levy taxes, in relation to the performance of this CONTRACT including, but not limited to, profit tax, excess profit tax, withholding tax, income tax (whether in relation to physical or legal persons), value added tax, capital gains tax, any duty, including all customs duties and fees and all import and export taxes and duties, tariffs, transport tax, vehicle tax, sales tax or other ad valorem or consumption tax, stamp duty, equity or capital stock tax, foreign exchange tax, commission fee or duty, employee social security contributions or taxes, payroll and employment taxes, registration duties or taxes, environmental taxes or payments, any levy, fixed rental payment or any other rental or real estate tax including land lease payments, land tax and any land use compensation payment, impost, charge, fee or compulsory contribution, penalty, fine, or interest for late payment.

"THIRD PARTIES" means any person other than a member of CONTRACTOR GROUP or COMPANY GROUP.

"WILFUL MISCONDUCT" means any act or failure to act (whether sole, joint or concurrent) by any person or entity which was in wilful disregard for harmful, avoidable and reasonably foreseeable consequences.

"VAT" means "value added taxes" or similar taxes which apply or may from time to time be introduced, which shall be imposed in accordance with the relevant legislation in force at the time of making the supply and/or provision of the SERVICE.

- 1.2. Words importing the singular include the plural and vice versa where the context so requires.
- 1.3. References to Articles and Appendices are references to Articles and Appendices in this contract.
- 1.4. Unless specifically stated otherwise, all references to days shall mean calendar days.
- 1.5. For the purposes of this contract, the terms "CONTRACT" and "AGREEMENT" are synonyms, the terms "SUPPLIER" and "CONTRACTOR" are synonyms.

2. THE CONTRACT

The following documents (herein together called the "CONTRACT") constitute the entire agreement between the PARTIES with respect to the SERVICE and supersede all prior correspondence, negotiations, agreements or understandings, either written or oral, between the PARTIES:

- a) This form of agreement
- b) Call off Order
- c) Appendix "A" - "Compensation and Method of Application"
- d) Appendix "D" - "Scope of Work and Technical Specification"
- e) Appendix "E" - "HSE-CR Requirements"
- f) Appendix "G" - "Security Guidelines"
- g) "eni Code of Ethics"
- h) "Model 231"
- i) "MSG Anti-Corruption"
- j) "eni Guidelines for the Protection and Promotion of Human Rights".

The documents from point (g) to (j) are retrievable at the following websites: www.eni.com and <https://eprocurement.eni.it> (section Suppliers>Tender>Company Policies & Models).

In the event of any conflict between the above documents, precedence shall be established in the order listed.

3. CONTRACT DURATION AND OPTIONS TO EXTEND

- 3.1 This CONTRACT shall become effective on the date of execution of the Contract (the "EFFECTIVE DATE") which shall be deemed to be the day the second party executes the same and shall continue in full force and effect for a period of 36 months, subject to termination in accordance with the terms of the CONTRACT.
- 3.2 COMPANY may extend the CONTRACT for 12 additional months, under the same terms and conditions as set forth herein, by giving written notice to CONTRACTOR at least 15 days before the expiration of the CONTRACT.

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4. KICK OFF MEETING (Not Applicable)

5. SCOPE OF WORK

- 5.1. The PARTIES agree that in consideration for the payments to be made by COMPANY under the CONTRACT, CONTRACTOR hereby covenants to execute diligently and complete Maintenance contract for Aruba Wi-Fi system installed at Bhit Gas Plant as is more fully described in the CONTRACT (the "SERVICE") in accordance with the provisions of the CONTRACT.
- 5.2. No minimum work commitment is guaranteed by COMPANY. The performance of any SERVICE under the CONTRACT will be requested in writing by COMPANY to CONTRACTOR by a written Work Order, signed by COMPANY Representative which shall be the only document which formally authorizes CONTRACTOR to perform any one of the SERVICE. The Work Order shall specify the particulars of performance of the SERVICE and contain all the information needed by CONTRACTOR to identify the nature of the SERVICE, any commencement and completion dates, deliverables requested, as well as all reference documents and specifications for the performance of the SERVICE and shall state any additional HSE and Quality requirements to be met.

6. COMPLIANCE WITH LAW, PERMITS AND AUTHORIZATIONS

- 6.1. CONTRACTOR shall comply with, and shall ensure that CONTRACTOR GROUP shall comply with, all APPLICABLE LAW and CONTRACTOR shall be liable for and shall defend, indemnify and hold harmless COMPANY GROUP from and against any and all INDEMNIFIED COSTS arising out of or in connection with any breach by CONTRACTOR GROUP of APPLICABLE LAW.
- 6.2. CONTRACTOR shall, at its own cost, obtain in due time and maintain throughout the duration of this CONTRACT, all approvals, permits, authorizations, licenses and clearances required for the provision of the SERVICES and which are required by APPLICABLE LAW to be obtained by CONTRACTOR.

7. PERFORMANCE

- 7.1. CONTRACTOR represents and warrants that:

- a) CONTRACTOR shall perform the SERVICE in full compliance with the CONTRACT, any APPLICABLE LAW and all relevant, current accepted international standards, in accordance with agreed methods and time schedule in a diligent, good and workmanlike manner without interruption to completion;
 - b) CONTRACTOR has the necessary corporate power and authority to enter into this CONTRACT and has received all necessary approvals to do so;
 - c) CONTRACTOR is solvent and no bankruptcy, insolvency or receivership proceedings have been commenced against it and it is aware of no basis upon which a reasonable person would expect there to be any likelihood of such proceedings commencing;
 - d) CONTRACTOR shall maintain in safe custody records made in accordance with APPLICABLE LAW of all transactions connected with the CONTRACT for a sixty (60)-month after the final payment made by COMPANY, which such records shall be available for audit by COMPANY or its authorised representatives during such period.
- 7.2. CONTRACTOR shall notify COMPANY immediately it becomes aware of any delay, impending or actual stoppages of the SERVICE and shall provide, in an expeditious manner, details of how it shall overcome the delay. In such circumstance COMPANY in addition to the remedies provided by the CONTRACT shall have the right to terminate the CONTRACT for material breach in accordance with article "Termination".
- 7.3. CONTRACTOR shall not modify or alter any part of the SERVICE without prior COMPANY's written approval and COMPANY shall not be liable or responsible for any unauthorised modification or for any cost or payment thereof. COMPANY may, at its option, require that CONTRACTOR, at CONTRACTOR's sole expense, withdraw, undo or remove any unauthorised modification.

8. CONTRACTOR PERSONNEL

CONTRACTOR shall employ for the SERVICE only such personnel as are properly trained, qualified, suitably skilled and experienced to properly perform the tasks assigned to them in a timely and efficient manner and shall bear all cost and expenses whatsoever associated with the employment or contracting of such personnel. CONTRACTOR shall at all times be responsible for the actions or failures to act of such CONTRACTOR personnel. Where COMPANY concludes that any CONTRACTOR personnel does not possess the technical knowledge or skills necessary for the

efficient provision of the SERVICE or that the behaviour of any CONTRACTOR personnel is disruptive or undesirable in any manner, COMPANY may so notify CONTRACTOR in writing and CONTRACTOR shall take any corrective measures required by COMPANY including the removal and replacement of such CONTRACTOR personnel at no cost to COMPANY.

9. ASSIGNMENT

- 9.1. COMPANY may freely assign this CONTRACT (or any interest, right or obligation therein, including the assignment of credit) to any person.
- 9.2. CONTRACTOR shall not assign this CONTRACT (or any interest, right or obligation therein, including the assignment of credit) without COMPANY's prior written consent.

10. HEALTH, SAFETY AND ENVIRONMENT

- 10.1. CONTRACTOR shall perform and shall ensure that any member of CONTRACTOR GROUP providing the SERVICE shall perform the SERVICE in full compliance with all Health, Safety and Environment protection standards and regulations as required by APPLICABLE LAW and any HSE procedures in force at the Work Place. For the purpose of this Article, "Work Place" shall mean the place of performance of the SERVICE, which shall include COMPANY owned or operated premises, CONTRACTOR's premises and/or any other premises where the activities under the CONTRACT is to be performed for COMPANY.
- 10.2. If such standards, regulations and procedures as per Article 10.1. do not adequately protect against hazard arising from the SERVICE, CONTRACTOR shall adopt appropriate measures to protect people and properties against such hazard.
- 10.3. CONTRACTOR shall inform COMPANY forthwith of any injury to, or accident involving, CONTRACTOR GROUP personnel or property connected with the SERVICE and the causes, reasons and circumstances of each occurred injury or accident and CONTRACTOR's remedial measures in respect thereof.
- 10.4. Failure by CONTRACTOR to comply with the requirements of this Article shall entitle COMPANY to:
 - a) terminate the CONTRACT for material breach;
 - b) discontinue, in whole or in part, the SERVICE charging CONTRACTOR with any extra costs to COMPANY resulting therefrom.

11. DEFECT LIABILITY

- 11.1. Following receipt of any notice issued by COMPANY, at any time and from time to time during the period of this CONTRACT, CONTRACTOR shall promptly correct or reperform, at COMPANY's sole option and to COMPANY's satisfaction, the SERVICE or any deliverables deemed by COMPANY in its sole opinion to be defective at the sole expense of CONTRACTOR and without prejudice to any date for the provision of the SERVICE agreed under the CONTRACT.
- 11.2. If CONTRACTOR fails to meet its obligations pursuant to Article 11.1 above within a reasonable time , then COMPANY may decide either:
 - a) to carry out, or engage others to carry out, the necessary work of correction, repair, replacement or reperformance at CONTRACTOR's expense provided that it does so in a reasonable manner and notifies CONTRACTOR of its intention so to do so. CONTRACTOR shall be liable to COMPANY for all costs and expenses reasonably incurred by COMPANY in connection with such correction, repair, replacement or reperformance and COMPANY may be deducted from the CONTRACT PRICE or recovered as a debt from CONTRACTOR at COMPANY's absolute and sole option, CONTRACTOR shall have no liability for any such correction, repair, replacement or reperformance except as provided in this Article 11.2 a); or
 - b) to determine and certify a reasonable deduction in any compensation payable to CONTRACTOR under this CONTRACT; or
 - c) to terminate this CONTRACT in accordance with Article 12.1.
- 11.3. Unless otherwise agreed in writing, the defect liability period (warranty period) shall be 12 months from the date in which the SERVICE or any correction, repair, replacement or re-performance was completed to COMPANY'S satisfaction.

12. TERMINATION

- 12.1. COMPANY may terminate the CONTRACT in writing with immediate effect in the event that CONTRACTOR is in breach of the CONTRACT, in which event, CONTRACTOR shall be entitled to no payments from COMPANY and COMPANY shall be entitled to recover from CONTRACTOR any costs and expenses it incurs in connection with such termination.
- 12.2. COMPANY may at its convenience terminate the CONTRACT, or any part thereof, at any time by giving seven (7) calendar day's written notice to CONTRACTOR. In the event of termination under this Article 12.2. COMPANY shall, subject to any other provisions of the CONTRACT, pay CONTRACTOR for all SERVICE performed in accordance with the CONTRACT up to the time of termination.
- 12.3. COMPANY in its sole discretion may suspend the performance of the CONTRACT for any reason and at any time by giving written notice thereof to CONTRACTOR. Where COMPANY suspends performance under this Article 12.3, CONTRACTOR shall be entitled to compensation for any reasonable, documented costs incurred directly as a result of the suspension

13. LIABILITIES

- 13.1. All exclusions and indemnities given under this Article 13 shall apply irrespective of cause and notwithstanding negligence or breach of duty (whether statutory or otherwise) and shall apply irrespective of any claims in tort, under this CONTRACT or APPLICABLE LAW. However, the exclusion of liability and indemnities shall not apply and may not be relied on (i) by COMPANY GROUP to the extent that any claim or liability was caused by its GROSS NEGLIGENCE, WILFUL MISCONDUCT or fraud or (ii) by CONTRACTOR GROUP to the extent that any claim or liability was caused by its GROSS NEGLIGENCE, WILFUL MISCONDUCT or fraud.
- 13.2. CONTRACTOR shall be liable for and shall defend, indemnify and hold harmless COMPANY GROUP from and against any and all INDEMNIFIED COSTS of whatever nature and howsoever caused, in respect of or arising out of:
 - a) injury, illness or death of any member of CONTRACTOR GROUP;
 - b) loss of, or damage to the property, owned, hired or leased, of any member of CONTRACTOR GROUP.
- 13.3. COMPANY shall be liable for and shall defend, indemnify and hold harmless CONTRACTOR GROUP from and against any and all INDEMNIFIED COSTS of whatever nature and howsoever caused, in respect of, or arising out of:
 - a) injury, illness or death of any member of COMPANY GROUP;
 - b) loss of, or damage to the property, owned, hired or leased, of any member of COMPANY GROUP.
- 13.4. CONTRACTOR shall be liable for and shall defend, indemnify and hold harmless COMPANY GROUP from and against any and all INDEMNIFIED COSTS in respect of or arising out of injury, illness or death to a THIRD PARTY and/or loss or damage to the property, owned, hired or leased of a THIRD PARTY (i) caused by any member of CONTRACTOR GROUP or (ii) arising from the defects in SERVICE.
- 13.5. Subject to Article 13.4. (ii), COMPANY shall be liable for and shall defend, indemnify and hold harmless CONTRACTOR GROUP from and against any and all INDEMNIFIED COSTS in respect of or arising out of injury, illness or death to a THIRD PARTY and/or loss or damage to the property, owned, hired or leased of a THIRD PARTY caused by any member of COMPANY GROUP.
- 13.6. Notwithstanding any provision to the contrary elsewhere in the CONTRACT, and except to the extent of any agreed liquidated damages (including without limitation any predetermined termination fees) provided for in the CONTRACT, (i) neither COMPANY nor COMPANY GROUP, shall under any circumstances, be liable to CONTRACTOR or CONTRACTOR GROUP for CONSEQUENTIAL LOSS, and CONTRACTOR hereby waives any claim it may at any time have against COMPANY GROUP in respect of any such damages, and (ii) neither CONTRACTOR nor CONTRACTOR GROUP, shall under any circumstances, be liable to COMPANY or COMPANY GROUP for CONSEQUENTIAL LOSS and COMPANY hereby waives any claim it may at any time have against CONTRACTOR GROUP in respect of any such damages, provided however, that such waivers shall not extend to any claim in respect of any fees, charges or other amounts due under this CONTRACT.

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Page 6 of 18

- 13.7. The indemnified PARTY in this CONTRACT shall, at all times, have the right to be represented by its own counsel at its own cost and expense and to participate in the defence of any action relating to such matter in which it may be named as a defendant.

14. INSURANCE

- 14.1. CONTRACTOR shall place and maintain as per the APPLICABLE LAW the required insurances throughout the term of the CONTRACT:
- an insurance, or another form of compensation, covering personal injury to, or death of, employees of the CONTRACTOR engaged in the performance of this CONTRACT;
 - a Third Party Liability Insurance (or Public Liability or General Liability) covering Contractor's liabilities arising out of the performance of the CONTRACT;
 - if the Scope of Work expressly requires the use of any motor-vehicle, and for the time period for which this is required: motor liability insurance;
 - all further insurances as required by APPLICABLE LAW.
- 14.2. The cost of the insurance above shall be borne by CONTRACTOR and included in the price offer; insurance deductible shall be borne by CONTRACTOR.
- 14.3. CONTRACTOR shall provide certificates of the insurance required above, upon COMPANY request (after signature of the CONTRACT). If insurance requested in paragraphs c) & d above is placed by any CONTRACTOR shall provide certificates of insurance upon COMPANY request (after signature of the CONTRACT).
- 14.4. The submission of certificates or any evidence shall not be interpreted to mean that COMPANY is assuming any responsibility for the correctness of CONTRACTOR's insurance policies, and shall not be construed as limiting or restricting in any manner whatsoever CONTRACTOR's liability."

15. LIQUIDATED DAMAGES

- 4.1. The PARTIES agree that if:
- CONTRACTOR fails to commence the SERVICE by the relevant COMMENCEMENT DATE; or
 - CONTRACTOR fails to complete the SERVICE by the relevant COMPLETION DATE
- then CONTRACTOR shall pay to COMPANY as liquidated damages and not as a penalty for each such failure to observe such obligation in accordance with its terms, the amount of:
a rate of 2.5% of the value of delayed SERVICES for each whole week of delay (seven consecutive calendar days) for delivery or pro rata for part thereof up to a maximum of 10% of the value of delayed SERVICES.
- 4.2. If the period of delay exceeds the period of 4 weeks COMPANY may terminate the CONTRACT for material breach.
- 4.3. COMPANY may, without prejudice to any other method of recovery, deduct the amount of any Liquidated Damages from any monies due, or which become due, to the CONTRACTOR.

16. TAXES

- 16.1. Except as otherwise stated in this Article, CONTRACTOR shall bear and be liable for all TAXES, existing at the time of the CONTRACT award or during the term of the CONTRACT, that are assessed or levied on CONTRACTOR arising from or consequent to the CONTRACT and/or its performance by CONTRACTOR and shall, at its own expense, pay all such TAXES in accordance with APPLICABLE LAW and CONTRACTOR hereby agrees to be liable for and shall defend, indemnify and hold harmless COMPANY from and against any and all INDEMNIFIED COSTS arising out of or in connection with any assessment or levy made in respect of any of the aforesaid TAXES. CONTRACTOR agrees to require the same agreements from any of its SUBCONTRACTOR and to be liable for, and indemnify COMPANY from, any breach of such agreements by such SUBCONTRACTOR.
- 16.2. CONTRACTOR also agrees to comply with all applicable federal and provincial fiscal requirements under the Pakistan jurisdiction, including but not limited to filing of requisite monthly and annual fiscal tax returns wherever applicable, payment of all taxes and the making available to the fiscal authorities of all information and documentation called for thereby from time to time. If applicable pursuant to APPLICABLE LAW, CONTRACTOR agrees to register with all requisite governmental authorities and fiscal authorities prior to conducting the SERVICE hereunder.

- 16.3. COMPANY shall deduct Withholding Tax, on all amounts payable under the CONTRACT wherever required by the fiscal laws and/or Bilateral Treaties and on the request of the CONTRACTOR, it shall forward the relevant withholding or deducting certificate or certificates as soon as reasonably practicable in respect of such tax withheld or deducted so that the CONTRACTOR or its Affiliate is then able to seek to obtain credit against tax liabilities of the CONTRACTOR or its Affiliate from any relevant taxing authority or government authority the amount so withheld or deducted in accordance with the APPLICABLE LAW. In respect of the above, the following provisions shall also apply:
- (i) COMPANY shall use all reasonable endeavours to obtain the relevant withholding or deducting certificate or certificates in a form which the CONTRACTOR can utilize in order to enable it to recover or obtain credit from the relevant taxing authority or other government authority the amount so withheld or deducted.
 - (ii) In the event that CONTRACTOR is eligible for any exemption due to application of Bilateral Income Tax Treaties and application of fiscal laws, then, in that case, the CONTRACTOR will be responsible to inform the COMPANY (in writing) at the time of award of CONTRACT, shall submit valid exemption certificate from relevant taxing authority at the time of submission of its invoices to the COMPANY and shall clearly mention on its invoices the reason for non deduction of tax. If however, the CONTRACTOR is unable to obtain the exemption certificate, then, on the request and cost of the CONTRACTOR, the COMPANY shall use all reasonable endeavour to obtain the relevant exemption certificate from the relevant taxing authority as permissible under APPLICABLE LAW. In case, the exemption certificate is not granted or refused by the relevant taxing authority due to any reason, then, in such case the COMPANY shall withhold tax as per the APPLICABLE LAW. If CONTRACTOR has failed to properly fulfil its obligations to justify such exemption and COMPANY is subsequently penalised by any tax authority, CONTRACTOR shall be liable for and shall indemnify against all INDEMNIFIED COSTS of whatever nature and howsoever caused arising therefrom or consequent thereto.
 - (iii) In the event that CONTRACTOR is eligible for any reduced rate due to application of Bilateral Income Tax Treaties and application of fiscal laws, then, in that case, the CONTRACTOR will be responsible to inform the COMPANY (in writing) at the time of award of CONTRACT, shall submit relevant clause of the Treaty, SRO at the time of submission of its invoices to the COMPANY and shall clearly mention on its invoices the reason for deduction of tax at reduced rates. If CONTRACTOR has failed to properly fulfil its obligations to justify such reduced rate and COMPANY is subsequently penalised by any tax authority, CONTRACTOR shall be liable for and shall indemnify against all INDEMNIFIED COSTS of whatever nature and howsoever caused arising therefrom or consequent thereto.
 - (iv) No gross-up of the CONTRACT prices or of the invoices will be allowed to cater for Withholding Taxes. The CONTRACTOR will also be solely responsible for its ability or inability to recover tax credit from the fiscal authorities of the relevant country.
- 16.4. "Withholding Tax" for the purposes of this Article 16 means any fee, tax, charge or deduction imposed by the fiscal authorities in the country of tax residence of COMPANY on any sum payable by COMPANY to the CONTRACTOR, as the case may be, for the fees payable under this Article.
- 16.5. All charges provided under this CONTRACT are exclusive of VAT and, to the extent that VAT is chargeable, then COMPANY shall, against delivery of a valid VAT invoice together with supporting breakdown of services provided and expenses incurred, in addition to any amounts due to the CONTRACTOR under this CONTRACT, pay to the CONTRACTOR such VAT.
- 16.6. Registration with Sindh Revenue Board (SRB)
- With effect from 01 July 2011, the "Sindh Sales Tax on Services Act 2011" has been made applicable to the services provided by the contractors in the province of Sindh. In this respect, the COMPANY will require a Certificate of Registration of the CONTRACTOR in respect of its registration with Sindh Revenue Board (SRB). In case, the CONTRACTOR is not liable to be registered with SRB, then the CONTRACTOR would be required to demonstrate to the COMPANY the relevant clause in "Sindh Sales Tax on Services Act, 2011" under which it is not liable to be registered.

17. LOCAL CONTENT

CONTRACTOR shall to the extend is reasonable, practical and technically and commercially acceptable, use Goods/Materials, Services/Works and personnel of Pakistan.

18. CONTRACT PRICE

- 18.1. In consideration for the satisfactory performance of this CONTRACT in accordance with its terms, COMPANY shall pay CONTRACTOR the CONTRACT PRICE in the amounts set out in and in the manner stipulated in Appendix "A" of the CONTRACT.
- 18.2. The CONTRACT PRICE shall be inclusive of any applicable taxes, custom duties, stamp duty and fees as, excluding withholding tax and Value Added Tax ("VAT")/General Sales Tax ("GST"), if applicable. VAT/GST, if applicable, shall be mentioned separately.
- 18.3. Except as otherwise stipulated in this CONTRACT, the sums set out in the CONTRACT shall remain fixed and not be subject to any adjustment or escalation during the term of this CONTRACT.
- 18.4. No extra charges shall be effective unless agreed in writing and signed by COMPANY.
- 18.5. CONTRACTOR has properly evaluated all costs and contingencies necessary for the completion of the performance of the CONTRACT in accordance with its terms and CONTRACTOR undertakes to make no claims whatsoever or requests for variations, for price adjustments and/or time extensions based on its failure sufficiently to evaluate such costs and contingencies or for its reliance on COMPANY supplied information and data and CONTRACTOR hereby waives any right to demand any such additional compensation howsoever arising.

19. INVOICING

- 19.1. After the completion of each milestone or month as the case may be, CONTRACTOR may submit invoices to COMPANY in the form and number requested by COMPANY. All invoices submitted by CONTRACTOR to COMPANY shall be accompanied by such documents and records or other evidence as COMPANY may request to support charges contained therein. Any VAT (Value Added Tax), if applicable, shall be clearly shown as a separate item.
- 19.2. Each invoice shall include the following information:
 - a) reference number and date of issue of this CONTRACT;
 - b) name, address and Federal/Provincial Sales Registration Number (if applicable) and National Tax Number of the CONTRACTOR;
 - c) the code number allocated to CONTRACTOR as shown on this CONTRACT;
 - d) serial number and date of issue of the invoice;
 - e) items billable as listed, numbered and described in the applicable Appendix, including tariff heading and other details of the service;
 - f) the VAT rate and amount including equivalent amount in Pakistani Rupee (PKR) (where applicable) and/or Federal/Provincial Sales Tax Number ("STRN") (where applicable);
 - g) amount excluding and including VAT mentioning equivalent amounts in PKR;
 - h) a copy of the relevant APPROVED acceptance/milestone payment certificate;
 - i) method of transport used;
 - j) Bank details of the CONTRACTOR;
 - k) COMPANY's National Tax Number (NTN) and General Sales Tax Number (GST) which are as follows:
 - National Tax Number (NTN): 0823414-7
 - General Sales Tax Number (GST): 12-00-2711-011-91
- 19.3. The COMPANY may require a separate sales tax invoice from the CONTRACTOR exclusively in PKR containing all the particulars as prescribed under the APPLICABLE LAW.
- 19.4. All invoices submitted by CONTRACTOR to COMPANY shall be accompanied by such documents, records, lien waivers, receipts, APPROVED time sheets or other evidence as COMPANY may request to support charges contained therein and CONTRACTOR shall ensure that all such documents, records, lien waivers, receipts, APPROVED time sheets or other evidence shall truly reflect the facts about the activities, milestones and transactions to which they pertain and that COMPANY may rely upon these as being complete and accurate.
- 19.5. The PARTIES agree that Invoices shall not cover more than one CONTRACT and shall be sent to the following address:

— Attention: Accounts Payable (accounts.payable@enipakistan.com.pk)

– Address: Eni Pakistan Limited
 5th Floor, The Forum, G-20, Block 9
 Khayaban-e-Jami, Clifton
 Karachi-75600 (Pakistan)

Queries on status of invoice may be sent to:

– Attention: The Accounting Manager
 – Fax No.: +92 21 5838493

20. PAYMENT

20.1. Subject to the written approval by COMPANY of CONTRACTOR's invoice, which shall be paid within 60 days of receipt, in PKR to the CONTRACTOR's designated bank account as per the prevailing US Dollar exchange rate, specified below, which bank account shall be opened, maintained and operated by CONTRACTOR either in the country the provision of SERVICE or the country of incorporation or foreign branch registration. Payment under this CONTRACT shall be made only to this account opened in the name of CONTRACTOR.

- Bank Name: Faysal Bank
- Bank Address: QUALITY HEIGHT CLIFTON KDA SCHEME NO.5, KARACHI, PAKISTAN.
- Account Name: FAYSPKKA 118
- Account Number ZH Technologies
- SWIFT Code: 01182093812001
- IBAN Number: PK78FAYS0001182093812001

20.2. Any payment made by COMPANY hereunder, including the final billing under this CONTRACT, shall not prevent COMPANY from filing claims or prejudice its right to recover the amount of such claims however they may have arisen, or constitute a waiver by COMPANY of any of its rights under this CONTRACT or APPLICABLE LAW. Without prejudice to the generality of the foregoing, COMPANY may recover any sums paid to CONTRACTOR by mistake of law or fact.

21. FORCE MAJEURE

The PARTIES shall be relieved from liability under this CONTRACT to the extent that owing to FORCE MAJEURE they have failed to comply with their respective obligations under this CONTRACT. Each PARTY shall take such reasonable measures, and the PARTIES shall co-operate in good faith to take jointly such reasonable measures as are necessary to minimise the duration of the FORCE MAJEURE and the consequences thereof. Each PARTY shall be liable for and bear all of its own costs, expenses, losses and damages suffered and incurred as a result of FORCE MAJEURE.

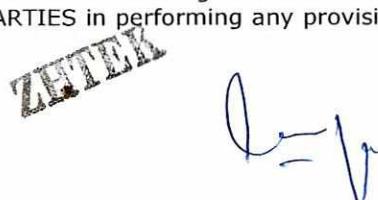
22. INTELLECTUAL PROPERTY RIGHTS

22.1. Any intellectual property rights that are made, discovered or developed by CONTRACTOR GROUP in the course of or by reason of the performance of the CONTRACT shall be the property of COMPANY and shall be considered confidential information of COMPANY. CONTRACTOR shall forthwith at the request and cost of COMPANY at any time take all steps and execute all documents necessary to enable COMPANY to hold title to such intellectual property rights and obtain the relevant protection therefore.

22.2. CONTRACTOR warrants that (I) the method and processes used by it to perform the CONTRACT and (ii) the SERVICE does not infringe any intellectual property rights of any person and CONTRACTOR shall be liable for and shall provide guaranteed reimbursement, indemnify and hold harmless COMPANY GROUP from any and all liabilities, claims (including any liens and other encumbrances against property), judgements, losses, fines, penalties, expenses and any costs relating thereto (including but not limited to court costs and lawyers' fees) in respect of infringement of any such intellectual property rights.

23. CONFIDENTIALITY

23.1. All technical, financial and commercial information concerning this CONTRACT and exchanged, in writing or otherwise, by and between the PARTIES in performing any provision of this CONTRACT

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shall be deemed confidential, and CONTRACTOR shall take all necessary and reasonable steps to prevent the disclosure of the received information to any other person.

- 23.2. CONTRACTOR shall not, and shall ensure that all members of CONTRACTOR GROUP shall not (a) publish any press release, announcement, advertisement or reference to the SERVICE or to this CONTRACT in any way (including the award of same), or (b) provide any information to any newspaper, trade journal, publication or radio or television broadcasting body, or the agents or reporters of such concerns on any matters related to the SERVICE or this CONTRACT without prior COMPANY written approval. Any proposed release, announcement, advertisement or reference shall be submitted to COMPANY for its review prior to any publication or release for publication.
- 23.3. The obligations of confidentiality under this Article 23 shall continue in force for a period of five years from the date of termination of the CONTRACT.

24. GOVERNING LAW

All question arising out of or relating to the CONTRACT, including but not limited to its validity, interpretation, performance or breach shall be governed by the laws of the England and Wales.

25. DISPUTES RESOLUTION

COMPANY and CONTRACTOR shall use their best efforts to resolve any dispute or claim which may arise under the CONTRACT in an amicable manner. Failing an amicable settlement within a reasonable time, but not exceeding sixty (60) calendar days, any dispute or claim arising out of or in relation to the CONTRACT shall be finally settled by arbitration under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by three arbitrators appointed in accordance with such Rules. The cost of such arbitration shall be borne as determined by the arbitrator(s). Unless otherwise mutually agreed, arbitration hearings shall be held in London UK. The language of the arbitration shall be English. The award shall be final and binding on the PARTIES and may be enforced in any court or competent jurisdiction. The PARTIES shall treat all matters relating to the arbitration as confidential in accordance with Article 23.

26. ADMINISTRATIVE AND ANTI- CORRUPTION LIABILITY

- 26.1. CONTRACTOR declares that it has reviewed and has knowledge of (a) the contents of the "Model 231", which also includes the eni Code of Ethics, issued by COMPANY in accordance with the legislation in force regarding the administrative liability of legal entities for offences committed by their directors, employees and/or collaborators; (b) the "Anti-Corruption Management System Guideline"; (c) the eni Guidelines for the Protection and Promotion of Human Rights. The documents under (a), (b) and (c) above are available on the website of COMPANY and CONTRACTOR undertakes to comply with the principles contained therein.
- 26.2. With reference to the performance of activities covered by this CONTRACT and in accordance with above mentioned regulations, CONTRACTOR undertakes to abstain (and to cause its directors, employees and/or collaborators to abstain) from (a) offering, promising, giving, paying or authorizing anyone to give or pay, directly or indirectly, material, financial or other advantage to a Public Official or private party, and (b) accepting or authorizing anyone to accept, directly or indirectly, material, financial or other advantage or a request or solicitation from a Public Official or private party of material, financial or other advantage in breach of the applicable Anti-Corruption Laws.
- 26.3. With reference to the performance of activities covered by the CONTRACT, CONTRACTOR undertakes, for the entire duration of the CONTRACT, to abide by the principles of the eni Code of Ethics and to respect human rights as defined in the eni Guidelines for the Protection and Promotion of Human Rights, published on the www.eni.com website. In particular, it undertakes to refrain from:
 - a) offering commissions, fees and other benefits to directors, employees or collaborators of COMPANY;
 - b) entering into trade agreements with directors, employees or collaborators of COMPANY which may negatively affect the interests of COMPANY;
 - c) undertaking business activities or entering into agreements with THIRD PARTIES in breach of the principles set out in the eni Code of Ethics which would negatively affect the performance of the CONTRACT;

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- d) providing directors, employees or collaborators of COMPANY with non-property benefits including gifts, means of transportation and hospitality offers which go beyond the limits of commonly accepted ethical business standards.
- 26.4. CONTRACTOR declares that no conflicts of interests exist, not even potentially, in relation to the performance of this CONTRACT and undertakes to promptly report to COMPANY if any such situation should arise during the performance of the CONTRACT.
- 26.5. With reference to the performance of activities covered by the CONTRACT, CONTRACTOR undertakes to:
- a) accurately and transparently record in its accounting books any sums received or paid in relation to the CONTRACT;
 - b) promptly inform COMPANY of any criticality, even potential, identified during performance of the CONTRACT and relating to the provisions and undertakings in this Article;
 - c) promptly report to COMPANY any request or demand for any undue payment of money or other benefit of any kind received by CONTRACTOR in connection with the performance of the CONTRACT.
- 26.6. The PARTIES hereby agree that any breach by CONTRACTOR, even partial, of the declarations, warranties and undertakings in this Article, which may be reasonably expected to result in adverse consequences for COMPANY, constitutes a material breach of the CONTRACT and shall entitle COMPANY to unilaterally withdraw from the CONTRACT, even during performance thereof, or terminate the CONTRACT, by delivering notice via registered mail, which shall include a brief summary of the circumstances or of the legal proceedings demonstrating such breach.
- 26.7. In the event of information that could reasonably imply such breach, pending the required verifications or findings, COMPANY shall have the right to suspend the performance of the CONTRACT by delivering notice via registered mail, which shall include a brief summary of the relevant information. If the information is obtained from the media, COMPANY shall have the right to exercise the above mentioned right when the information has been confirmed by an official document of the Judicial Authority and/or otherwise confirmed by the Judicial Authority.
- 26.8. The exercise of such rights will be to the sole detriment of CONTRACTOR, which shall bear, in all cases, all additional expenses and costs.
- 26.9. In any case of breach by CONTRACTOR, even partial, of the declarations, warranties and undertakings in this Article, CONTRACTOR shall indemnify COMPANY from any loss, damage, also in terms of reputation, liability, costs or expenses, including legal expenses, and hold in harmless from any THIRD PARTY action arising from or consequential to such a breach.
- 26.10. COMPANY shall have the right to carry out an audit on CONTRACTOR in the event that COMPANY has a reasonable belief that CONTRACTOR may have violated the provisions included in this Article. To this end, CONTRACTOR undertakes to provide COMPANY with any access, data and information required to carry out such audit and with any information regarding any adoption and implementation of the Anti-Corruption Compliance Program in relation to the activities under the CONTRACT.

27. MISCELLANEOUS

- 27.1. Independent Contractor. CONTRACTOR shall be an independent CONTRACTOR with respect to the performance of the SERVICE with exclusive control over its equipment, materials and personnel and neither CONTRACTOR nor anyone employed by CONTRACTOR shall be deemed for any purpose to be the employee, agent, servant, borrowed servant or representative of COMPANY in the performance of any work or service hereunder. COMPANY shall have no direction or control of CONTRACTOR, CONTRACTOR personnel or SUBCONTRACTORS. The actual performance and supervision of the activities under the CONTRACT shall be by CONTRACTOR, but COMPANY or its authorized representatives shall have full and complete access to the operations to determine whether the SERVICE is being performed by CONTRACTOR in accordance with all provisions of the CONTRACT. No provisions herein shall be construed as creating a partnership, joint venture or other association whereby COMPANY and CONTRACTOR would be jointly liable as partners or co-ventures.
- 27.2. Entire Agreement. This CONTRACT constitutes the entire agreement between the PARTIES in respect of the subject matter and supersedes all prior correspondence, negotiations, understandings, discussions and agreements, either written or oral, between the PARTIES with respect to its subject matter. This CONTRACT may not be altered, amended or modified except where agreed by the PARTIES in the form of a supplemental written agreement signed by both

PARTIES. It is agreed and understood that any alteration, amendment or modification of the CONTRACT contained in e-mail exchanges or correspondence between the PARTIES shall not be effective unless and until reduced in the form of such a supplemental written agreement signed by both PARTIES.

- 27.3. **Third Parties.** Except as otherwise specifically set forth in this CONTRACT: (a) nothing expressed or referred to in this CONTRACT shall be construed to give any person or legal entity, other than the PARTIES any right, remedy or claim under or with respect to this CONTRACT or any provision of this CONTRACT, and (b) this CONTRACT and all of its provisions are for the sole and exclusive benefit of the PARTIES. No person or legal entity other than the PARTIES shall have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this CONTRACT.

28. NOTICES

The addresses for notice, other than invoices, to be sent to each PARTY are as follows:

COMPANY:

Attention: Mr Irfan Zulfiqar (Regional ICT Manager)
 Address: Eni Pakistan Limited
 5th Floor, The Forum, G-20, Block 9
 Khayaban-e-Jami, Clifton
 Karachi-75600 (Pakistan)
 Tel. No.: (92-21) - 35879951

CONTRACTOR:

Attention: Mr M Faiz Shah
 Address: Suite-60, 2nd Floor, Glass Tower, Khayaban-e-Iqbal, Clifton, Karachi,
 Pakistan

Tel. No.: (92-21) - 34227367

29. REPRESENTATIVES OF THE PARTIES

COMPANY hereby appoints as its Representative:

29.1 COMPANY Representative:

Mr Irfan Zulfiqar (Regional ICT Manager)
 Email: Irfan.Zulfiqar@enipakistan.com.pk
 Tel. No.: (92-21) - 35879951

29.2 Contract Administrator:

Mr Salman Siddiqui (TLC Infrastructure, Team Leader)
 E-mail: Salman.Siddiqui@enipakistan.com.pk
 Telephone: (92-21) - 35879951

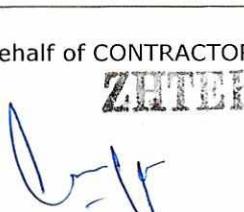
29.3 CONTRACTOR hereby appoints as its Representative:

Mr M Faiz Shah (Project Manager)
 E-mail: mfaiz@zhtek.com.pk

Tel No.: +92- 21- 34227367

IN WITNESS whereof:

The PARTIES have signed this agreement on the dates stated below

For and on behalf of COMPANY  Signature: Name:	For and on behalf of CONTRACTOR  Signature: Name: M. Faiz Shah
--	---

Title:	Title: Project Manager
Date:	Date: 25 th October - 2018

Appendix A Compensation and Method of Application

1. GENERAL

- 1.1. For the due and proper performance and the full completion of the SERVICES in accordance with the CONTRACT, CONTRACTOR shall be compensated solely by means of the prices and rates contained within this Appendix A.
- 1.2. COMPANY will not pay for any cost not included by CONTRACTOR in the prices and rates explicitly mentioned in this Appendix A, unless mutually agreed to the contrary between PARTIES.
- 1.3. All prices and rates set forth within this Appendix A shall be in USD and all payments under this CONTRACT shall be made in PKR as per prevailing exchange rate when invoice is submitted to the COMPANY's finance department within 60 Days.
- 1.4. All prices and rates set forth within this Appendix A shall remain fixed and unchangeable for the whole duration of the CONTRACT and shall be subject neither to any adjustment nor to any escalation and currency fluctuation, unless stated specifically otherwise herein.
- 1.5. The unit rates set out in this Appendix A shall be valid in the event COMPANY increases or decreases the quantity of SERVICES ordered.
- 1.6. The rates detailed within this Appendix A shall include all costs associated with the provision of all necessary permits and licenses, as well as to keep all of them up to date and valid along the duration of the CONTRACT.
- 1.7. All taxes, fees, licenses, permits, charges and contributions raised by law and/or exacted, levied, or assessed on CONTRACTOR by any governmental authority incidental to the performance of the SERVICES and/or furnishing of equipment and/or materials by CONTRACTOR under the CONTRACT, excluding Value Added Tax ("VAT"), if applicable. VAT, if applicable, shall be mentioned separately. No additional amount will be paid to CONTRACTOR for or on account of CONTRACTOR's payments of or liability for any such taxes, fees, licenses and charges. With reference to Article "Taxes" of the General Terms and Conditions of the CONTRACT, COMPANY shall deduct Withholding Tax, on all amounts payable under the CONTRACT wherever required by the fiscal laws and/or Bilateral Treaties. No gross-up of the CONTRACT prices or of the invoices will be allowed to cater for Withholding Taxes.

2. COMPENSATION SCHEME

S. No	Description	UNIT RATE (USD)
1	Annual Maintenance Cost Year 1 (2018-19)	USD 14,500
2	Annual Maintenance Cost Year 2 (2019-20)	USD 15,225
3	Annual Maintenance Cost Year 3 (2020-21)	USD 15,986.25
4	Hardware Replacement Controller (One time)	USD 3,000

Note:

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- 1. Payment terms:** Eni Standard Payment Term is Net 60 Days Credit from Original Payment Invoice Receipt date to COMPANY's Finance Department as per the prevailing USD exchange rate.
- 2. Call off Order:** All the requirements shall be activated through call off order.

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Items

1	Outline	Annual Maintenance	GI Num (*) 1
1.0001	Service	Annual Maintenance Yr 1	GI Num (*) 2
Target Quantity: 1YR	Price: 14,500 USD	Price per Unit: 1	
Product category: MAINTENANCE OF NETWO - SS06AD07			
1.0002	Service	Annual Maintenance Yr 2	GI Num (*) 3
Target Quantity: 1YR	Price: 18,225 USD	Price per Unit: 1	
Product category: MAINTENANCE OF NETWO - SS06AD07			
1.0003	Service	Annual Maintenance Yr 3	GI Num (*) 4
Target Quantity: 1YR	Price: 15,986.25 USD	Price per Unit: 1	
Product category: MAINTENANCE OF NETWO - SS06AD07			
2	Product Category	Product Category Line	GI Num (*) 5
	USD	Price per Unit: 1	Payment Terms: 0060
- 60 days invoice date			
Product category: MAINTENANCE OF NETWO - SS06AD07			

(*) Good Issue ref. number

(**) full note is available in below "Notes for items" section

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Appendix D Scope of Work and Technical Specifications

Refer to the attached Scope of Work Documents.

Appendix E HSE-CR Guidelines

Refer to the attached HSE-CR Guidelines.

Appendix G Security Guidelines

Refer to the attached Security Guidelines.

Company Policies and Models

1. "eni Code of Ethics"
2. "Model 231"
3. "MSG Anti-Corruption"
4. "eni Guidelines for the Protection and Promotion of Human Rights".

The documents from point 1 to 4 are retrievable at the following websites: Suppliers>Tender>Company Policies & Models). Page 29 of 30

Approved By: Authorized Signatory

Contractor:

Signature: 

Name (printed): M. Farz Shah

Title: PROJECT MANAGER

Date: 25th October - 2018

Attachments:

File Name	Description
Appendix D - Scope of Work.pdf	Appendix D - Scope of Work
Appendix E - HSE-CR Guidelines.pdf	Appendix E - HSE-CR Guidelines
Appendix G - Security Guidelines.pdf	Appendix G - Security Guidelines

Approved by: Authorized Signatory**Contractor:**

Signature: _____

Name (printed): M FARZANATitle: Project ManagerDate: 25th October - 2018



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Scope of Work

SLA of Bhit Wireless Network

Date created : 16/03/2018

Date revised :

Revision :

TITLE : SLA of Bhit Wireless Network
PROJECT :
PHASE :

Prepared by : Mohammad Sohail Department: ICT

Checked by : Salman Siddiqui Department: ICT

Approved by : Irfan Zulfiqar Department: ICT

M. N. Zulfiqar
S. A. Khan
I. Zulfiqar



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Scope of Work

SLA of Bhit Wireless Network

TABLE OF CONTENTS

Background	4
Scope of Work	5
Escalation (emergency) calls	9
Documents required	10
Appendix 1:	10



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Scope of Work

SLA of Bhit Wireless Network

Revision:



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Scope of Work

SLA of Bhit Wireless Network

Background

An enterprise Wi-Fi system at Bhit and Badhra Gas Plant has been installed, serving more than 200 clients on various VLANS, i-e; corporate system and Open remote Internet. Wireless controller, Switch and Indoor and Outdoor Access indicates have been used to deploy and extend the remote network. The said Network depends on Aruba Wireless Mesh Solution utilizing two Aruba Controllers and different access points including AP175, 103, 105 and 68.

For routine maintenance of the Wi-Fi system, including system Switches, remote controller, indoor and outside access points at Bhit Gas Plant



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Scope of Work

SLA of Bhit Wireless Network

Scope of Work

1. Installation, Configuration management and troubleshooting of all devices mentioned in the attached list of equipment.
2. Routine maintenance, which include, preventive maintenance (Physical Hardware, Software, licensing, Operating System, Patches Check), fault removal, part replacement, and up gradation of IOS, Upgradation of Patches upgradation, if required.
3. Emergency calls which include breakdown, repair, maintenance, fault rectification, and parts replacement.
4. CONTRACTOR has to ensure 99.99% of signal coverage and satisfactory wireless network service in the Project Camp I and Project Camp II and Plant area, up to the COMPANY mark.
5. Quarterly preventive maintenance service of switch, controller and all APs to be carried out by contractor and should submit the report accordingly and intimate the Network team ICT Department of COMPANY Pakistan about any issue or expected incident.
6. The Engineers deployed for installation and maintenance must be Aruba certified and qualified professionals
7. Contractor shall provide the certificates of experience and all documents of the team.
8. Maintenance and support of all attached devices will be provided by the contractor with the evidence of support document.
9. All equipment maintenance at COMPANY Pakistan shall be documented and made available for COMPANY Pakistan.
10. Contractor should provide fast, expert technical support, flexible hardware coverage, and smart, personalized capabilities to help resolve critical network issues.
11. Contractor should provide documentary evidence of the partnership level with Aruba.
12. Contractor will be responsible for Removing and replacing of non-operational, malfunctioning & faulty equipment or any of the associated parts and process RMA with Aruba for repair or replacement of equipment on clients behalf.
13. CONTRACTOR should bridge the gap between COMPANYpak and Aruba so that COMPANYpak can directly approach Aruba for any urgent and important matter.
14. CONTRACTOR must ensure high level of TAC support from Aruba in case of major issue.



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Scope of Work

SLA of Bhit Wireless Network

15. CONTRACTOR should provide consultancy on case to case basis with mutual understanding.
16. COMPANY will chargeback from contractor if contractor will not respond and visit the site to rectify the fault.
17. Business day maintenance coverage 24-hours-per-day, 7-day-per-week on hardware and software configurations and updates.
18. CONTRACTOR must ensure that all the equipment are properly mounted with necessary mounting kits and specially their placement at remote sites location.
19. In case of prolonged fault, engineers should reach the Bhit Plant within 24 hours.
20. Parts replacement: In case of fault in the parts, the replacement parts/devices will be delivered to the site by the service provider and the engineer will stay and wait on site till the faulty part is delivered and replaced.
21. As a proactive approach the maintenance engineer will diagnose and troubleshoot the deployed product, and deliver software updates (maintenance fixes) and software upgrades (new releases) to resolve any issues related to the software product.
22. CONTRACTOR must ensure the end to end labeling of cables connecting networking equipment and the equipment tagging.
23. CONTRACTOR should also provide a dedicated telephone-based technical support when and where required.
24. Provision of all the necessary tools, manpower and consumables will be the responsibility of the CONTRACTOR while COMPANY will provide necessary machinery like Crane and Boom truck in order to access the outdoor network equipment
25. CONTRACTOR must update the client about the End of Life and End of Support / Sale of the installed equipment.
26. The CONTRACTOR and his personnel will follow all the safety & security policies and guidelines of COMPANY Pakistan, while working or staying on any COMPANY office or Plant side.
27. CONTRACTOR should provide a maintenance plan before performing any maintenance activity.
28. Prior approval must be taken for all the routine and non-routine maintenance activities from the concerned COMPANY Pakistan staff. Work Permit will be arranged by COMPANY concerned personnel when and where required.
29. The CONTRACTOR should provide the configuration or modification in all the associated devices.



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Scope of Work

SLA of Bhit Wireless Network

30. The CONTRACTOR shall test and submit report of the complete network coverage along with the heat map of the areas that where Wi-Fi provided by the contractor. Moreover CONTRACTOR should make sure that the network works only on the specified channels and there is minimum interference present either amongst the Aruba access points or other wireless networks installed on the plant side.
31. Network Team will allocate the Wi-Fi channels; CONTRACTOR will make sure the network operates only on those channels.
32. In case of degraded signal strength, CONTRACTOR shall fix the problem in either case, by suggesting / proposing the new APs at the desired locations or by increasing signal / power level of the deputed APs, keeping in mind the minimum level of interference.
33. CONTRACTOR will ensure physical inspection and cleaning of access Points mounting kit and antennas.
34. All active and passive equipment will be maintained by the CONTRACTOR. In case of any fault or malfunctioning, CONTRACTOR shall provide the replacement to continue the operation.
35. CONTRACTOR shall provide the Quarterly maintenance calendar. CONTRACTOR shall also carry out any passive work required for network maintenance or extension, which includes but not limited to cable laying and excavation jobs.
36. **Breakdown Resolution / Charge Back:** All breakdown calls are to be resolved within escalation levels of reporting. If the breakdown issue cannot be resolved within escalation levels, a compatible System of equivalent or higher specifications has to be installed within that period. The breakdown penalties are as mentioned below.



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Scope of Work

SLA of Bhit Wireless Network

Breakdown Resolution Period per Call	Penalty
Resolved within escalation levels,/ standby provided within escalation levels,	Nil
Not resolved within escalation levels, /Standby system not provided within escalation levels.	(Contract value/360)*2 of the contract value per completed day from the time of intimation till it is resolved or standby is provided. To the maximum of 10% of the contract value.
Not resolved / standby not provided.	2% of the contract value can be charged per completed day thereafter till resolved or standby is provided. To the maximum of 5% of the contract value.

37. Maximum penalty is restricted to 2% of the remaining value of contract period.



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Scope of Work

SLA of Bhit Wireless Network

Escalation (emergency) calls

The following chart provides the required escalation response and problem resolution timelines:

Emergency call priority status is defined as follows:

Resp. Level	Definition	Response Time	On-Site Response
Severity 3	Important	4 hours	24-48 Hours
Severity 2	Critical	2 hours	12-24 Hours
Severity 1	Urgent	1 hour	8-12 Hours



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Scope of Work

SLA of Bhit Wireless Network

Documents required

1. Specific Experience in provisioning of Aruba Wireless Products Support and maintenance
2. Customer References on the original customer letter head- (Documentary Proof Required)
3. Partnership Level with Principal (Documentary Proof Required)
4. Team of Experienced People- (Documentary Proof Required CVs with Certificates on Aruba Products)
5. Quarterly Preventive Maintenance Plan (Hardware, Software, Licensing, OS, Patched etc.)
6. 24/7 Full time Technical/Field Visit/On-Call Support

Appendix 1:

Hardware list of wireless network devices installed at Bhit Gas Plant is attached.

Wireless Network Devices of Bhit Gas Plant			
Hardware List			
S/No.	Name / Location	Model	IP Address
1	Controller Aruba 7010	7010	192.168.25.1
2	175-Portal-00:24:6c:cd:b6:52	175P	192.168.5.2
3	B_Block	275	192.168.25.79
4	Container-H7_Point-5:6c:cd:b6:fd	175P	192.168.5.205
5	Container-K:cd:b6:e2	175P	192.168.25.81
6	Container-S11_Point-7-c8:03:88	175P	192.168.5.207
7	C_Block	275	192.168.25.80
8	G-Jr.Mess:b6:b5	175P	192.168.5.5
9	G_Block	275	192.168.25.78
10	NEWAP_c8:c8:03:41	175P	192.168.5.4
11	Proj-Off-Point-6c:cd:b8:26	175P	192.168.5.3
12	Resident_Pole-Portal	175P	192.168.25.76
13	A2	68	192.168.25.12
14	B2	68	192.168.25.35
15	B5	68	192.168.25.36
16	C5	68	192.168.25.37
17	D6	105	192.168.25.40
18	E5	105	192.168.25.17
19	F2	68	192.168.25.31
20	F5	103	192.168.25.25
21	G2	103	192.168.25.21
22	G5	68	192.168.25.16
23	Main Office	105	192.168.25.18
24	New-Recreation	105	192.168.25.26
25	Project Office	105	192.168.25.32
26	R2	68	192.168.25.15
27	Security	68	192.168.25.34
28	Sr-Mess	105	192.168.25.29
29	Training Center	105	192.168.25.23
30	Warehouse	68	192.168.25.13
31	Workshop-Inst	68	192.168.25.11
32	Workshop-Mech	68	192.168.25.14

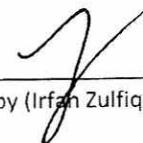
Wireless Network Devices of Bhit Gas Plant			
Hardware List			
S/No.	Name / Location	Model	IP Address
1	Controller Aruba 650	650	192.168.15.1
2	A5	103	192.168.15.5
3	D2	68	192.168.15.11
4	E2	68	192.168.15.9
5	ICT Office	103	192.168.15.12
6	Room C2	103	192.168.15.10



Prepared by (Mohammad Sohail)



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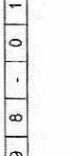
CONTENTS

1. INTRODUCTION	3
2. HSE POLICY AND COMMITMENT	3
3. PERSONNEL	4
4. LEGAL AND OTHER REQUIREMENTS	9
5. HSE PLAN	11
6. KICK OFF MEETING & PRE - MOB HSE & CR WORKSHOP	14
7. PERSONAL PROTECTIVE EQUIPMENT	17
8. EQUIPMENTS & TOOLS	17
9. JOURNEY MANAGEMENT & DRIVING	18
10. PERMIT TO WORK	21
11. FALL PROTECTION	21
12. CAMP HSE REQUIREMENT	21
13. ENVIRONMENTAL GUIDELINES	21
14. EMERGENCY RESPONSE PLAN	22
15. INCIDENT / ACCIDENT INVESTIGATION & REPORTING	22
16. COMMUNITY RELATION GUIDELINES	22

List of ANNEXES

Annexure : A. Eni Pakistan HSE Disciplinary Policy	25
Annexure : B. Medical History Form	28
Annexure : C. Eni Pakistan HSE Policy	37
Annexure : D. Eni Pakistan Drug & Alcohol Policy	38
Annexure : E. Eni Pakistan No Smoking Policy	39
Annexure : F. Eni Pakistan Driving Policy	40
Annexure : G. Eni Pakistan HIV Policy	41
Annexure : H. Eni Pakistan Sustainability Policy	42
Annexure : I. Medical Screening & Fitness Card	43
Annexure : J. Information / Documents Required	44

HSE - CR GUIDELINES FOR ICT SUPPORT SERVICES AT Eni PAKISTAN LOCATIONS

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1. INTRODUCTION

This document is being issued with the Letter of Invitation to Tender and Contract Document to provide the Support Services to Information & Communication Technology (ICT) department at Eni Pakistan Locations as per provided Scope of Work.

It sets out the requirements for Health, Safety, Environment and Community Relations (HSE & CR) that the bidders are expected to meet and the final CONTRACT awardee is expected to implement as a minimum acceptable standard during execution of this activity

1.1 Scope and Objectives

The document is intended as guidelines for CONTRACTOR to prepare their bid in a manner that will allow Eni Pakistan (herein after referred as COMPANY) to objectively evaluate their capabilities to meet minimum COMPANY HSE Standards. It does not absolve the bidders from their own HSE responsibilities and is not universal in nature.

CONTRACTOR shall provide suitable evidence to demonstrate for having a management system conforming to the COMPANY'S Health, Safety and Environment Standards and provide sufficient information along with necessary supporting documentation against each of the requirement of this document to show their capabilities for carrying out the scope of Contract. They shall also demonstrate their commitment in writing where necessary and required for complying with all conditions of this document.

CONTRACTOR, if fails to submit any of the documentation and / or evidence of having appropriate HSE system against any of the conditions of this document, shall be awarded negative grading during HSE evaluation of their bids which may result into disqualification of their bids / proposals.

COMPANY gives prime importance to HSE performance of its operations and expects same during execution of the service by the CONTRACTOR or relevant Sub CONTRACTOR. In order to ensure excellence in the HSE performance under this Contract, COMPANY expects the CONTRACTOR to maintain a robust HSE system fulfilling all the health, safety and environment conditions as stipulated in this document. Guideline will be applicable on Contractor & Sub Contractors.

2. HSE POLICY & COMMITMENT

CONTRACTOR will acknowledge COMPANY commitment to HSE Policy and its implementation and affirm that it has read and understood COMPANY HSE Policy (Annexure - C) and shall apply this policy during execution of job under this CONTRACT.

CONTRACTOR shall affirm that it has written HSE Policy of its own duly signed by its top management and that its policy is widely communicated and understood among its employees.

2.1 Responsibility for HSE Compliance

CONTRACTOR shall be responsible, through its own organization and its sub CONTRACTOR, for applying all HSE-CR measures which have been required to be implemented during performance of its job under this CONTRACT viz-a-viz the

compliance to national laws and regulations, industry best practices, COMPANY HSE-CR Requirements as stipulated in this document and such other requirements to which COMPANY subscribes to and which are applicable to the scope of work being undertaken.

CONTRACTOR shall carry out the work in such a manner so as to prevent accidents/incidents and shall avoid such actions and practices which could jeopardize the health and safety of personnel, assets and the integrity of environment.

COMPANY is ISO – 14001 & OHSAS 18001 certified & gives prime importance to fulfill and implement the requirements of these standards through its own & contracted activities. Hence CONTRACTOR is expected to implement and comply with all requirements of these standards.

CONTRACTOR shall be responsible for assigning appropriate human resources having all competency and experience required for the performance of specific job under this CONTRACT.

CONTRACTOR shall be responsible to follow/comply the changes, if advised by COMPANY, in policies/ procedures/ guidelines during the entire execution period of contract.

In case of non-compliance by CONTRACTOR and / or its failure to meet any of the conditions as laid in this document during performance of any of the activity under the Contract, COMPANY can use its own and/or 3rd party resources for meeting such requirements and shall charge the cost of such services back to CONTRACTOR.

CONTRACTOR shall have proper Management of Change Procedure (MOC) and all changes must be completed through proper method as defined in procedure. CONTRACTOR and Sub Contractor should be aware of HSE Disciplinary Policy attached as Annexure - A

2.2 Interface with the COMPANY

CONTRACTOR shall, within the context of this work, identify a senior management person tasked to interface with COMPANY representative. The person shall hold sufficient authority to manage the entire CONTRACT and to organize the work, taking care that all information to and from the COMPANY is transmitted correctly.

3. PERSONNEL

All CONTRACTOR personnel involved for the performance of this scope of work shall meet the following:

3.1 Age Limit

The maximum allowable age limit is 60 years and any individual less than 18 years shall not be allowed to work as an employee.

In extreme cases when contractor intends to use the technical persons over 60 years of age must have special cardiac fitness certificate for carrying out the nature of job one is intended to be involved in and shall also get COMPANY approval prior to the start of job.

3.2 Medical Screening

CONTRACTOR shall submit the Medical Fitness Certificates / Lab Reports of its expatriate staff, verifying them as medically fit for carrying out the job from any Standard Hospitals / Licensed Practicing Physician of their respective countries, to COMPANY Doctor at Karachi Office and shall seek prior approval and clearance for being medically fit for the specific jobs.

CONTRACTOR shall submit the Medical Fitness Certificates of its local staff verifying them as medically fit for carrying out the job from any Eni Pakistan recognized hospitals (List of hospitals is given below) and will be verified by COMPANY OH&MS coordinator at Karachi Office and shall seek prior approval and clearance for being medically fit for the specific job.

Medical screening is an obligatory requirement for CONTRACTOR'S staff. The medical tests should have been carried out with in a period not more than a year before start of any activity under the scope of Contract. Medical reports will be submitted by CONTRACTOR to COMPANY Doctor at least one month before mobilization at site for verification purposes.

The staff whose services are intended to be used for the performance of any job under the scope of work referred herein above shall undergo the following medical tests

3.2.1 Medical Tests

TEST DESCRIPTIONS	
Medical History (Annexure-B)	
Physical examination from approved hospital / Fitness Certificate	
Chest X-RAY for Pre- employment (Acceptable if done within 6 months)	
ECG	
ETT (For Age 40 and above)	
CBC & ESR	
Hepatitis B profile(HBS Ag & HBS Antibody)	
Hepatitis C antibodies	
LFT	
Serum Creatinine	
Fasting Blood Sugar	
Blood Group	
Urine DR	
Audiometry (For field base staff)	
Spirometry for Periodic Medical (For field base staff)	

Additional tests	
For Drivers/Equipment Operators/Security Guards	
Urinary Opiates & Cannabinoids	
Eye Vision Test	
<p>Note: 1. Validity period of Medical screening shall be for one year only 2. Pre-placements will also be done as per the above criteria 3. Medical fitness certificates from the below mentioned hospitals shall verify as medically fit for the nature of job a person intended to be</p>	<p>The above medical tests will be obtained from any of the following Hospitals</p> <ul style="list-style-type: none"> • Aga Khan Medical University Hospital, Karachi • Aga Khan Medical Hospital, Hyderabad • Liaquat National Hospital, Karachi • Ziauddin Medical University Hospital, Karachi • OMI Hospital Karachi • Dow University Hospital (OJha Campus) Gulistan-e-Johar Karachi • Isra Medical University Hospital, Hyderabad • Shifa International Hospital, Islamabad • Dr. Arshad Associates Health Services, Islamabad • Shoukat Khanum Memorial Hospital, Lahore • Quaid e Azam International Hospital, Islamabad • Hira Medical Hospital, Sukkur <p>The record of Medical fitness Certificates will also required to be produced at site to COMPANY'S Doctor. CONTRACTOR'S all personnel shall meet the following requirements:</p> <ul style="list-style-type: none"> • CONTRACTOR shall ensure that all its employees are physically and mentally fit for job • CONTRACTOR must ensure that all its employees are not suffering from any contagious disease or suffering from such conditions which may develop into a medical emergency e.g. uncontrolled heart problems, uncontrollable diabetes etc • CONTRACTOR must ensure that all its employees are not taking any contraband substances / drugs prohibited by Law <p>In case any crew person found to have been suffered from any contagious diseases during the delivery of his services shall be re-examined through COMPANY'S prescribed hospitals only at CONTRACTOR'S own cost</p> <p>In case any medical treatment is required during the execution of service against this contract, it will be taken care through COMPANY'S prescribed hospitals only at CONTRACTOR'S cost</p> <p>CONTRACTOR will conduct periodic annual medical screening of its employees for long term contracts at its own cost</p> <p>CONTRACTOR shall prepare the fitness card (Annexure - I) of personnel involved in the execution of contract and present to COMPANY Doctor along with the Lab Tests and Medical Fitness Certificate for review and approve accordingly.</p> <p>Medical History Form is attached as Annexure – B</p>

3.3 HSE induction

CONTRACTOR shall ensure that all arrivals to the work site or office receives a comprehensive HSE Induction briefing by COMPANY HSE Representative immediately upon arrival at the work site and before these new arrivals commence work. The induction may include but not limited to Emergency response procedure, accident/ incident reporting & investigation procedure, available facilities at site, permit to work system etc.

3.4 Training & Awareness

CONTRACTOR shall be responsible for ensuring that all the personnel to be involved in the intended scope of work have requisite HSE awareness of all personnel including arranging Tool Box talks (for travelling hilly areas, road conditions and community sensitive areas), technical training and experience for carrying out specific job.

3.4.1 Supervisors

For supervisory staff, following trainings would include but not limited to:

1. HSE Supervision
2. HSE Risk Management (including both risk assessments and implementation of the risk reduction measures)
3. Awareness on ISO 14001 & OHSAS 18001
4. Emergency Management and Response

3.4.2 Basic First Aid

At each work site, CONTRACTOR shall ensure that at least one person for each 20 people has received training on First Aid & Casualty Handling techniques from accredited 3rd Party training providing company/ institute and is in possession of a valid certificate from a recognized company / institute.

CONTRACTOR shall be required to maintain the rotation of staff and ensure the availability of trained first aiders as per standard. CONTRACTOR shall provide the list of certified first aider along with their designations and their working areas.

The validity for first aid training certificate is TWO years. CONTRACTOR shall arrange refresher for first aiders every two years to ensure competency and validity of certificate. CONTRACTOR maintain the record and produce the same whenever demanded by COMPANY during the entire period of contract.

All drivers shall also be 3rd party trained first aiders. The validity of training certificate for drivers is Three years. CONTRACTOR shall arrange refresher every Three years for all drivers to ensure the competency and validity of certificate. CONTRACTOR shall maintain record and present whenever demanded by COMPANY during the entire period of contract.

3.4.3 Basic Fire Fighting

At each work site, CONTRACTOR shall ensure that at least one person for each 25 people has received training on Firefighting training from accredited 3rd party training providing company / institute and is in possession of a valid certificate from the same institute. CONTRACTOR shall be required to maintain the rotation of staff and ensure the availability

of trained firefighters as per standard. CONTRACTOR shall provide the list of certified fire fighters along with their designations and their working areas.. CONTRACTOR shall also be required to arrange refresher as advised by COMPANY and maintain the record of training and produce the same whenever demanded by COMPANY during entire period of contract.

3.4.4 Defensive Driving Training – if applicable

CONTRACTOR shall ensure that all drivers/operators who drives any vehicle, earth moving equipment etc undergo a formal 3rd Party training course on (at least 02 days) Defensive Driving before mobilization to site and refreshed every three years through accredited 3rd party training provider for drivers / operators competency at CONTRACTOR'S own cost. CONTRACTOR shall maintain its record and provide the same whenever demanded by COMPANY during entire period of contract.

No driver /operator will be allowed to drive vehicle / equipment after expiry of training certificate, contractor shall ensure the refresher for all driver/operators.

3.4.5 Awareness and Meetings

CONTRACTOR is responsible for maintaining and enhancing HSE awareness of all personnel involved in the performance of job under this Contract including arranging/ participate regular toolbox talks.

CONTRACTOR shall be responsible for holding HSE meetings on a regular basis. The frequency of meetings should be defined in CONTRACTOR HSE Plan and discussed in the pre-mobilization workshop. Records and minutes of such meetings shall be maintained.

3.5 Employees Working Hours

All the requirements of Pakistan Mines Act, 1923 and such other regulations and standards to which CONTRACTOR subscribes shall be applicable to CONTRACTOR and its sub-CONTRACTOR viz-a-viz the rules for working hours and compensation to the workforce for the performance of any work under the Contract.

In case of over time and/or daily working hours, no body shall be allowed to work for more than 12 hours a day including the period for rest, meal etc.

All public holidays compensated as overtime / compensatory leave.

The staff working in rotational cycle for the performance of their duties will have such arrangement of cycle as to not exceed and / or violate the basic principle of compensation for extra daily / shift working hours and overstaying due to the rotational cycle.

COMPANY has the right to audit CONTRACTOR records with prior notice (by giving a 48 hrs notice) to ensure that all laws and regulations pertaining to employees working hours and leaves are appropriately complied.

- 3.6 Staff Rota System (For field base staff)**
CONTRACTOR shall implement, for its entire staff working under this Contract, the rotational cycle at the ratio of 3:1 at the maximum stretch of 45 days on site following fifteen days paid leave.
- 3.7 OCCUPATIONAL HEALTH & HYGIENE**
- CONTRACTOR shall ensure that its personnel shall maintain high standards of hygiene during the execution of the Contract
 - CONTRACTOR will demonstrate that it understands the problems associated with working in the extreme weather conditions (hot or cold) and that it has adequate resources, plans and procedures in place to mitigate those affects
 - CONTRACTOR should be able to demonstrate valid vaccination / immunization records against contagious and epidemic diseases for itself and/or its employees
 - CONTRACTOR shall at no cost to COMPANY be responsible for the medical welfare of its employees
 - CONTRACTOR shall take care of arrangements for medical attendance, treatment or hospitalization if and when necessary.
 - CONTRACTOR will arrange suitable insurance coverage for medical contingencies.
 - CONTRACTOR shall supply to its employees, at no additional cost to COMPANY, suitable prophylactics and inoculations against disease if necessary, and as required by prevailing conditions.
- 4 LEGAL AND OTHER REQUIREMENTS**
- CONTRACTOR shall be responsible to comply with all relevant National, Provincial and Local Laws and Regulations as well as COMPANY policies, procedures and international laws pertaining to scope and nature of work while carrying out any of the job under the Contract.
- CONTRACTOR shall comply with all relevant and applicable local laws and regulations, international conventions and agreements and such other requirements to which COMPANY (and/or Country under whose boundaries the work is to be carried out) subscribes and are applicable to the nature and scope of work to be undertaken.
- COMPANY will update list of laws as and when it comes to know of laws impacting operations, however the contractor is obliged to be aware of, and abide by all applicable laws and regulations with respect to onshore operations in Pakistan.'
- 4.1 Termination & Suspension**
- Any infringements by CONTRACTOR manpower identified by COMPANY of its HSE regulations and standards shall be dealt as per Eni HSE Disciplinary Policy (Annexure:A) If CONTRACTOR does not implement remedial action within agreed terms, COMPANY has the right to stop the CONTRACT forthwith.
- 4.2 Alcohol & Narcotics**
- CONTRACTOR manpower is required to comply with COMPANY Drugs and Alcohol Policy (Annexure -D). Based on that policy / program, it shall be ensured that personnel do not, at any time, while travelling to or from or at the work, have in their possession or under influence of any contraband or alcoholic liquor, drug or other intoxicating substances.
- COMPANY reserves a right to subject all personnel deployed in the services of the COMPANY to drug test at anytime without prior notice.
- 4.3 Weapons, Arms & Ammunition**
- All firearms, ammunition, knives or any other type of weapon is completely prohibited on all eni Pakistan Limited Premises. This also applies to CONTRACTORS when they are on COMPANY'S Concession Area or have been developed for working under eni's contracts.
- 4.4 Pets**
- CONTRACTOR and sub- CONTRACTOR personnel shall not be allowed to keep pets or other animals in their camps or on their work sites and shall not indulge in any activity of game and hunting of animals in COMPANY'S Concession.
- 4.5 Audits & Inspections**
- COMPANY reserves the right to carry out HSE audits and inspections as necessary and CONTRACTOR will cooperate in those inspections / audits.
- 4.6 Eni Health, Safety and Environment Golden Rules**
- CONTRACTOR shall be responsible for implementation and follow the Eni HSE Golden Rules applicable to its scope of work and contractors' performance will be evaluated as per golden rules checklists.
- HSE compliance to Eni Golden Rules will be monitored at least on monthly basis through e-GRUVIS project. A joint inspection (Company+ Contractor) will be carried out and level of compliance to Golden Rule related to the activity will be evaluated. Scoring is the following:
- 0 = Serious Deviation
 - 1= Major Deviation
 - 2= Improvement Required
 - 3= Meets Requirements
 - 4= Exceeds Requirements
- Eni HSE Golden Rules are as follows:
1. Driving Safety
 2. Management of Change
 3. Lifting operations
 4. Fire Safety
 5. Working at Height
 6. Energized Systems

- 7. Excavation Safety
- 8. Permit to Work
- 9. Health Management
- 10. Waste Management
- 11. Confined Space
- 12. Hydrogen Sulfide

5. CONTRACTOR HSE PLAN

CONTRACTOR shall be required to develop and implement a activity specific HSE Plan for the management of all Health, Safety and Environment aspects of the contracted scope of work in compliance with COMPANY'S HSE standards, local laws & regulations industry Best Practices and standards of ISO 14001 & OHSAS 18001 applicable to scope of work.

The objective of CONTRACTOR HSE Plan is to demonstrate adequately the CONTRACTOR'S organization and arrangements necessary for the implementation of its HSE Management Systems in accordance with COMPANY'S HSE Guidelines during execution of contracted scope of work. It shall describe and detail how the CONTRACTOR has planned to manage HSE aspects of job through the lifetime of the Contract. It shall focus on identification of specific HSE risks / hazards potentially involved in the job and the implementation of controls to eliminate / minimize such risks / hazards.

5.1 General

HSE Plan shall ensure that all aspects of operations involving any HSE risks are planned, programmed and carried out in accordance with Applicable Laws and International Standards.

CONTRACTOR'S HSE Plan shall be prepared specifically for the scope of work within Contract and be updated as appropriate for the duration of contract but at least every six months.

A draft HSE Plan shall be submitted during tender phase along with the bid.

The final HSE Plan with Annexes shall be subject to COMPANY review / approval and shall be finalized and completed with annexes at the date agreed during Kick off meeting. No activity should be started prior to approval of HSE plan from COMPANY.

COMPANY reserves the right to review any proposed amendments to the agreed plan which may be necessary as the work progresses.

The HSE Plan shall also be supported by:

- A detailed schedule of activities and milestones required to deliver health, safety environmental performance in a timely manner. All HSE activities and milestones shall be included within the detailed work schedule. The schedule shall be linked to CONTRACTOR'S overall schedule for the work.
- A comprehensive suite of project specific processes, and programs which cover all aspects of the work (See HSE Plan Annexes Par. 5.3).

- Description and schedule of activities required for the identification, assessment and management of significant HSE risks associated with the work.

5.2 HSE Plan Content

HSE Plan shall include the following as a minimum:

- CONTRACTOR's HSE policy and objectives
- Organization and personnel for the project: the Organization Chart shall focus on HSE roles and responsibilities (including CONTRACTOR'S key HSE resources, personnel in charge of critical activities, and interfaces with COMPANY, sub-CONTRACTORS etc.)
- Planning of activities (Work description, schedule with HSE milestones) required for the identification, assessment and management of the significant HSE risks associated with the work
- Project specific procedures (including Emergency Management): The HSE Plan shall identify and describe which procedures have to be issued/implemented to manage foreseeable risks, indicate an appropriate system for registering all potential risks and mitigate any possible related impact on the safety, environment and health
- Project Audit and Review Plan
- Mechanism for HSE statistics reporting
- Systems for proper selection of sub-CONTRACTOR or joint venture partners in order to ensure the compatibility and effectiveness of their HSE management systems with that of COMPANY and its own HSE Management System. CONTRACTOR shall require to seek COMPANY approval of HSE Management System and technical competency of sub-CONTRACTORS and / or joint venture partners to be involved for the full / partial performance of COMPANY'S contracted scope of work
- A project HSE timeline to indicate when the various activities like audits, inspections, meetings, emergency drills, medevac drills, restoration, close out reports, etc. are scheduled in the overall timeframe of the project
- System for Internal HSE audits and ensuring implementation of corrective actions following the audits, inspections and incident investigations findings
- Document Management System to effectively manage HSE statistics and performance data e.g. man-hours, incident / accident statistics, medevac, training hours, Environmental KPIs etc.

5.3 HSE Plan Annexes

The CONTRACTOR shall submit to COMPANY the following documentation, as ANNEXES of HSE Plan before mobilization as agreed during kick off meeting.

- a. List of all applicable laws and standards:
- b. Description of CONTRACTOR'S worksites and analysis of tasks carried out at each site and relevant risks;
- c. Identification of HSE roles and responsibilities at worksites (e.g. job/site responsible person, HSE representative, medical contact) taking into account handover from shift to shift; procedure for employee representatives consultation on HSE matters.

- d. Risk evaluation for the contracted job, covering: hazardous equipment (lifting equipment, cranes, pressurised equipment, electrical equipment etc.), workplace hazards (slippery surfaces, layout, microclimate, etc.), hazardous substances and hazards communicated by COMPANY (hydrocarbons, concurrent activities); identification and adoption of risk mitigation measures, such as: certified equipment, safe working practices, PPEs, MSDS (list of all relevant documents to be included).
- e. Identification and evaluation of exposure to harmful agents, including: chemical agents, physical agents (noise, asbestos etc.) and biological agents (bacteria, legionella etc.); prevention programs in place (e.g. food examination, hygiene etc.) and tools adopted to communicate, in all languages adopted on site, exposure risks and consequent behavioural issues (list of all relevant documents to be included).
- f. Fire protection equipment (list of all relevant documents to be included).
- g. Protection against explosion and explosive atmosphere (list of all relevant documents to be included).
- h. Protection against toxic/harmful substances (list of all relevant documents to be included).
- i. Escape, Evacuation and Rescue (EER) requirements, including EER equipment, practical training courses on survival techniques, fire emergency and first aid (list of all relevant documents and fit-for-purpose certificates to be included).
- j. Means for communication, warning and alarm taking account of construction/installation and commissioning risks (list of all relevant documents to be included).
- k. Medical and Occupational Health requirements, inclusive of an Health Management Plan which, starting from the Health Risk Assessment, defines programs for health surveillance, training, emergency, fitness-to-work, substance abuse monitoring, hygiene, ergonomics, product stewardship, work environment monitoring, medical wastes management, medical clinic/bay and ambulance (or other transportation vehicles / crafts for carrying of casualties to the nearest hospital/clinic) requirements (list of all relevant documents to be included).
- l. Program for systematic inspection, maintenance and testing of equipment, instruments and plants (list of all relevant documents to be included).
- m. Program for maintenance and inspection of safety critical equipment (list of all relevant documents and records to be included).
- n. Use and maintenance of pressurised equipment (list of all relevant documents and records to be included).
- o. Program for drills and exercises (all reference documents and records to be included).
- p. Equipment to prevent blow-out and emergency measures in case of blow-out, if applicable (list of all relevant documents to be included).
- q. Management of explosives, if applicable (list of all relevant documents to be included).
- r. Simultaneous Operations requirements and relevant risk assessment and procedures (list of all relevant documents to be included).
- s. HSE Induction, Awareness and Training program (list of all relevant documents to be included).
- t. Specific HSE requirements for modular/temporary facilities, if applicable (list of all relevant documents to be included).
- u. Remote controls in case of emergencies taking account of construction/installation and commissioning risks (list of all relevant documents to be included).
- v. Identification of safe assembly areas (list of all relevant documents to be included).

- w. Protection of living areas from accidental events, taking account of operation risks (list of all relevant documents to be included).
- x. Competency assurance, inclusive of sub-CONTRACTORS personnel, covering ability to operate any equipment used on site, understand safe work practices, use Personal Protective Equipment and Permit-to-Work System (list of all relevant documents, competency certificates and records to be included and updated).
- y. HSE management interface meetings program, covering: coordination among COMPANY and CONTRACTORS personnel about site risks; review of CONTRACTOR'S HSE Plan and review of accidents/incidents and lessons learned.
- z. Incident investigation, reporting and prevention procedure, fully compliant with COMPANY procedures.
- aa. Requirements for transportation of personnel and materials, aligned with COMPANY journey management procedure.
- bb. Environmental Protection requirements, including but not limited to: emissions register, hazardous and non-hazardous waste disposal procedures, oil and chemical spill contingency measures, temporary fuel storage arrangements, chemical storage arrangements, spill reporting procedures, site restoration procedures and procedure for use of community water services.
- cc. Emergency Management, covering but not limited to: medical evacuation, road traffic accidents, oil/chemical spills, man/vehicle lost, CONTRACTOR shall bridge his own emergency plans to COMPANY Emergency Response Plan and Medical Emergency Response Plan (MERP).
- dd. Communication process which enables the CONTRACTOR to establish contact with COMPANY, emergency services e.g. doctor, hospital etc in order to coordinate measures to manage emergency situations and reduce / eliminate HSE risks / hazards to workforce, local communities, environment, other CONTRACTORS working simultaneously in / around same premises, and other stakeholders which may be affected by COMPANY activities.
- ee. Radiation Protection Management (in case of CONTRACTOR'S own sources), inclusive of: permits to carry and store radioactive sources, names of qualified experts, operating procedures, radiation work permits, health surveillance of exposed personnel, protection measures for the general public.
- ff. Radiation Protection Management (in case of use of radiation sources under COMPANY'S responsibility), inclusive of: documentation to be issued for certifying capability to carry out specialist activities in areas where radiological risk exists; agreement with COMPANY about risk control methods and procedures; agreement with COMPANY about diametric records for personnel involved in radiological works; agreement with COMPANY about the health surveillance of all those involved.
- gg. Audits, inspections and drills matrices.

6 KICK OFF MEETING & HSE - CR WORKSHOP

6.1 Kick Off Meeting

A Kick-Off Meeting (KoM) will be held immediately after contract award and before the mobilization for execution of the contracted job. The meeting should be attended by Company and contractor management and project team.

- The topics to be covered in the kick-off meeting include:
- Any outstanding HSE issues and conditions of Contract Agreement

- Confirmation and agreement on contractor HSE plans as required in the HSE Guidelines i.e. HSE Plan, Health and Hygiene Plan, CR Plan etc
- Agreement on HSE performance targets and incentives
- Assessment of competence level of contractor personnel
- Assessment and agreement on contractor health and hygiene requirements
- Assessment of contractor's equipment specifications and its certifications
- Confirmation of the scope and schedule of all HSE planned activities, e.g. HSE meetings, inspections and communications, HSE Induction Plan, Training Plan, PPE etc
- Contractor shall submit Emergency Response Plan for review and approval.
- Contractor shall submit Hazard Identification an Risk Assessment Procedure for review and approval
- Requirement for a Pre-mobilization audit of contractors equipment to be used during the contract
- Understanding by all parties about contract objectives and relevant HSE implications
- Confirmation of HSE Plan to be implemented
- Confirmation of scope and schedule of the activities and relevant HSE issues
- Confirmation that roles, responsibilities and interfaces between contractor and Company have been clearly defined and understood
- Agreement on Reporting
- Close Out Report

Contractor shall submit his HSE Plan (draft) to the Company during tender phase and final HSE Plan and Annexes as per Kick off Meeting - HSE Requirements document on the date agreed during KOM for review and approval.
Contractor shall ensure in the meeting the participation of its project management staff responsible for supervision and performance of contracted scope of work both at office and site particularly the persons responsible for performance of HSE management of the contracted scope of work.

The Kick off Meeting session may also cover a joint Company and contractor(s) detailed Risk Assessment of the contracted scope of work. Company may arrange to conduct both kick-off meeting and Risk Assessment sessions separately or in one session.
The issues to be discussed in the Risk Assessment Session shall include but may not be limited to the following:
The risk assessment shall cover all the aspects / activities associated directly or indirectly with the contracted scope of work and will identify the potential risks / hazards involved in the job.
It shall suggest existing and new controls to eliminate / minimize the overall risk factor.
It shall assign the responsibilities for implementation of new controls as identified and agreed in Risk Assessment Session.

6.2 PRE-MOBILIZATION HSE & CR WORKSHOP

A pre-mobilization HSE&CR workshop and kick-off meeting shall be held at COMPANY'S Karachi office prior to commencement of work. The objective of this sub-meeting / workshop is to discuss and identify the HSE risks and hazards and other

issues associated with the operation and ensure that all these are communicated and understood by all parties prior to commencement of the operation.
The management and key personnel of all CONTRACTORS including any subcontractors and third party CONTRACTORS involved in the performance of any job which is carried out for the intended scope of work shall be required to participate in the Pre-mobilization HSE&CR Workshop. The following issues may be discussed in the workshop:

- Confirmation of COMPANY'S objectives and targets for the operation.
- Agreement on HSE plan and ensure that all HSE systems are in place.
- Roles and responsibilities of both COMPANY and CONTRACTOR personnel to be clearly understood.
- Confirmation of crew competence whose services are to be used during operation.
- Confirmation of the scope and schedule of HSE activities for example; HSE reporting meetings, audits and reviews.
- Confirmation for compliance to requirements of applicable laws and regulations, requirements of regulatory bodies (if any) and implementation of mitigation measures and recommendations of Initial Environmental Examination (IEE), mechanism for implementation of Environmental Management Plan (EMP).
- Management of health in extreme weathers and other local health hazards.
- Heat Management
- Snake bite Management
- Climatic and seasonal considerations (desert storms, rains, heat stroke etc.)
- Infrastructure (roads, bridges, utilities, etc.) and terrain conditions
- Technical and HSE training program (before & during Contract) including first aid, fire fighting, and survival techniques
- Project specific HSE Plan
- PPE Requirements
- Medical services
- Employees medical screening requirements
- Camp hygiene and maintenance
- Audits and inspections frequency
- Equipment and vehicles' fitness
- Review of emergency response plans (including bridging document) and any third party interactions.
- Management of sub-CONTRACTOR and mutual interaction and communication between CONTRACTORS.
- Community Relations and economic opportunities to the local
- Transportation issues related to mobilization and demobilization of loads and equipment.
- Minutes of this meeting with agreed action items will be given to all participants and action parties.

6.2.1 Hazard Identification & Risk Assessment

A joint project specific risk assessment shall be carried out involving COMPANY representatives, management and key personnel of COMPANY, CONTRACTOR, sub-CONTRACTOR and all 3rd parties whose services will be used for the performance of any

of the job especially under the Contract while focusing the potential risks and hazards especially in critical aspects of the operation.

Some of the potential risks and hazards involved in the operation are:

- Heat stress
- Electrocution
- Snakebites/ Scorpions
- Dehydration
- Work at height
- Falling hazards
- Tripping Hazards
- Waste Management
- Mobilization and Demobilization
- Interfaces of different companies with each other

7. PERSONAL PROTECTIVE EQUIPMENT

CONTRACTOR shall be responsible to provide and ensure that all personnel at work site wear appropriate Personal Protective Equipment (PPE), minimum ANSI / BS or equivalent Standard or equivalent, relevant to their nature of job. This requires:

- Assessment of the type and quantity of PPE required
 - Issuance of required PPE to all staff
 - Continues on-site monitoring program to ensure effectiveness of PPE
- All persons engaged in operations where they are exposed to risk of injury or disease shall use suitable protective clothing and equipment. Such clothing and equipment shall depend on nature of job and hazards to which one is exposed to.

CONTRACTOR shall ensure that all personnel and visitors shall wear such equipment in the appropriate circumstances, even if not actively engaged upon the work.

EQUIPMENT & TOOLS

CONTRACTOR shall deploy a competent person for inspection of all equipment and tools on pre-defined period (Monthly) considering the criticality & usage of equipment (or base on Risk Assessment) and place inspection tags with date and signature to ensure the fitness of equipment & tools used during execution of services. CONTRACTOR should maintain its record to define the next inspection date and present the record whenever demanded by COMPANY during entire period of contract.

8.1 General

- The equipment and tools are to be maintained in a professional manner as dictated by legal and industry standards
- Locations of such equipment & Tools must be clearly marked and they should be readily accessible to all persons
- All users of plant, tools and equipment are being trained, experienced and where necessary, licensed and certified. All should have the basic knowledge about procedures to be followed in the event of fire

- Every power-driven machine should be provided with adequate means, immediately accessible and readily identifiable to the operator, of stopping it quickly, and preventing it being started again. In the case Power Hand tools, this shall be of an automatic or "dead-man-switch" type
- All defected tools should be immediately removed from site
- a) Electrical Equipment
 - Electrical hand-held equipment shall be appropriately connected to an external supply with Earth Leakage Circuit Breaker (ELCB).
 - All accessories and connections will be intrinsically safe (if there is a chance of presence of flammable gases in the atmosphere).
 - Contractor should ensure that all portable equipment is disconnected from the power supply when not in use or during the maintenance
 - All flexible cables shall be of industrial grade, in good and safe working condition. Taped joints in cables shall not be permitted and plugs will always be used in power sockets. The cables shall be protected against damage, no splice allowed in power cables

9. JOURNEY MANAGEMENT & DRIVING

9.1 Journey Management Plan

CONTRACTOR is required to establish and maintain a Journey Management Plan to ensure safe travel of all personnel and equipment. The components of the journey management system should be:

- Travel Management Policy
- Organization and Responsibilities
- Planning
- Risk Assessment
- Driver Standards
- Vehicle standards
- Implementation
- Monitoring

The travel management policy would define CONTRACTOR'S commitment to safe travel and ways and means to achieve this objective. The Travel Management Policy has the objective of:

- Reducing the number of travel-related accidents
 - Minimizing the amount of risk exposure from traveling
 - Specifying the organization for travel management
 - Establishing criteria for the selection and use of different modes of transport
 - Establishing criteria for persons in charge of different modes of transport
 - Establishing safe working procedures for traveling
- CONTRACTOR shall seek approval from COMPANY for its journey management plan before mobilizing at site.

Organization chart in the journey management plan should identify the responsibilities for specific aspects of travel management.

Risk assessment should be carried out against journey plan involving critical aspects of the journey e.g. drivers, vehicles, passengers, loads, environment, terrain, road, maintenance personnel, maintenance facilities and identify controls to be put in place for safe travel.

DRIVING

9.2.1 Driver Standards
CONTRACTOR will acknowledge COMPANY'S firm commitment towards the implementation of Driving Policy (**Annexure - F**).

CONTRACTOR shall affirm that it has read and understood COMPANY'S Driving policy and shall abide by this policy during execution of job under this contract.

The driver standards are to be identified and strictly enforced. As a minimum all drivers should have a valid Light / heavy-duty commercial license with three years' experience of working in remote field locations and difficult train like hilly & desert areas.

All drivers / operator should possess at least three years professional experience;

All drivers / operators must be trained first aiders and firefighters.

All drivers / operators must be medically fit.

CONTRACTOR shall ensure that all its drivers undergo training on defensive driving and safe transportation and Handling of goods by accredited 3rd party training providing company (as mentioned above in this document) at CONTRACTOR'S own cost for certifying drivers' competency prior to mobilization at site and should submit such certification reports to COMPANY.

CONTRACTOR shall ensure that all of its drivers should be competent to drive a particular vehicle/ carrier on desert and should have the awareness on safe transportation and handling of goods.

Drivers should have skills to communicate their location, understand all common languages, knowledge about tyre pressure and surveillance techniques etc. COMPANY may carry out review of drivers competency prior to mobilization.

Unauthorized usage /driving of vehicle / Equipment shall not be allowed.

9.3 VEHICLE STANDARDS

CONTRACTOR shall manage and maintain its vehicles fleet to the following minimum requirements:

- CONTRACTOR shall arrange 3rd party certification of all vehicles and equipment (Crane, fork lifter etc.) which are intended to be used for the performance of work under this contract at its own cost for the mechanical integrity and fit for purpose. evidences of certification should be shared with COMPANY prior to mobilization at

site and record of such inspections must be maintained to ensure the validity of inspection certificates during entire period of contract.

The vehicles without valid certification shall not be allowed to use.

- In case of any accident / damage to the vehicle / equipment, re-examination and certification shall be mandatory. Vehicle fitness / certification should be documented and record shall be maintained for next inspection within due date;

- All vehicles should be in good working condition and mechanically sound for use in specific terrains;

- All Vehicles should be double axel for movement in the terrain where single axel does not work, i.e. Bhit & Badhra or hilly terrain

- Contractor should ensure that all forms of vehicle are correctly fitted with the appropriate safety equipment. At least one ABC type Fire Extinguisher (2Kg) for LTV and at least two ABC type Fire Extinguisher (2 & 6 Kg) for HTV along with updated /inspected first aid kit; fluorescent jacket, parking cone etc.

- All vehicles working inside the Plant & well locations shall be equipped with proper industry spark arrestor in line with the standard acceptable to COMPANY;

- All Vehicles shall be equipped with In-Vehicle Monitoring System (IVMS);

- All Vehicles should be equipped with Antilock Braking System (ABS), Air Bags;

- All passenger vehicles should be equipped with VHF Radio for communication;

- Have rear-mounted reversing alarm, audible from 6 meters for LTV and 8 meters for HTV, automatically operates when reverse gear is selected;

- Have both way communication setups;

- All HTV, LTV vehicle should meet maximum aging criteria as per Eni Minimum Vehicle Requirements;

- In any case, alternative or complementary fueling systems using natural gas or GPL shall not be allowed, only diesel driven vehicles encouraged;

- Lifting equipment with valid 3rd party certification will only be used with color coding;

- A comprehensive inspection is to be performed on each vehicle before leaving to work site. Vehicles should be thoroughly checked for any Oil strains & leaks and mechanical integrity, tire etc. on daily basis. Inspection records should be maintained and present when demanded during COMPANY audit & inspections.

Note: CONTRACTOR shall also follow Eni Land Transportation Manual for all (LTV& HTV) vehicles.

9.4 General Rules for All Journeys

In case if the Contract scope necessitate and/or involves the use of LTV & HTV vehicles, the following general rules should be followed for all journeys:

- Vehicle operations should take account of the journey management plan.
- Freight should only be carried on vehicles that are properly designed for the purpose.
- Vehicles should not be overloaded.



- Attention should be given to positioning of heavy or dense loads so as not to overload or damage any part of the vehicle or to affect its stability.
- CONTRACTOR should comply with government or other local regulations and restrictions including such aspects as route restrictions, requirements for police escort action in event of obstructions, etc.
- CONTRACTOR will acknowledge COMPANY'S firm commitment towards the implementation of Driving Policy (Annexure - F). CONTRACTOR shall affirm that it has read and understood COMPANY'S Driving policy and shall abide by this policy during execution of job under this contract.
- Driver shall not allow himself and others to smoke in the vehicle which is strictly prohibited (Annexure - E)
- Night Driving/traveling is strictly prohibited at eni Fields locations. In case of an emergency, night driving should be allowed with prior approval of Field Manager.

10. PERMIT TO WORK

CONTRACTOR shall ensure proper implementation of Permit to work system which may include the following nature of jobs, not limited to:

- Hot jobs
- Cold jobs
- Confined space entries
- Working at heights
- Heavy lifts operation
- Electrical jobs
- All PTW forms shall follow a formal numbering/ registration system.
- All PTW form sections shall be properly filled in.
- All PTW forms shall be formally closed on time.

11. FALL PROTECTION

Proper scaffolds to be in place for work more than 2 meters height. CONTRACTOR'S competent person will inspect and approve the scaffolds prior to starting of the activity. Only Inspected Harness Belts (Visual) should be used where required.

CONTRACTOR will make all necessary arrangements to avoid fall of personnel, objects and materials/tools/equipment.

12. CAMP HSE REQUIREMENTS

CONTRACTOR should follow the standards and rules established by COMPANY.

13. ENVIRONMENTAL GUIDELINES

Eni Pakistan is an ISO 14001 certified and all CONTRACTORS are expected to buy in to our vision and life cycle philosophy on Environmental Management and work with us on achieving the goals. CONTRACTOR shall pay consideration to the environment by acting to preserve air, water, animal & plant life and proper waste management as per COMPANY Integrated Waste Management Procedure. Carcinogenic Material shall not be used at COMPANY Sites.

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15. INCIDENT/ACCIDENT INVESTIGATION & REPORTING

- CONTRACTOR shall report all accidents and incidents immediately to the COMPANY according to COMPANY'S Incident Reporting & Investigation Procedure;
- CONTRACTOR will be required to implement corrective measures that arise from the accident investigation

16. COMMUNITY RELATIONS GUIDELINES

16.1 Eni CR Policy

Being a socially responsible corporate entity, Eni Pakistan believes the local community is an important stakeholder. Maintaining peaceful and congenial relations with communities is fundamental to its social commitment. It seeks to improve the quality of life of the people through not only by promoting the facilities of basic health care and education services but also to build their capacities in socio-economic perspective. Eni Pakistan envisions of being good neighbor, caring employer and valued partner. Towards this end, eni Pakistan requires its employees and that of its contractors to remain adhered to the following guiding principles while executing any activity in any Exploration, Development and Production Lease and/or for that matter happens to be near any community settlement in any area of operation:

- All the personnel involved in any business activity or otherwise shall respect local culture and traditions.
- All the personnel shall behave ethically and shall not indulge in any activity or demonstrate any behavior that intend to harm or likely to harm the social norms and traditions of local communities.
- The activities shall avoid causing any damage to any local property and its environment.
- To treat local communities preferentially when procuring manpower, materials and ancillary services.

- Strong emphasis should be on sustainable development, to bring lasting benefits and opportunities to communities.

16.2 Community Relations Management

- CONTRACTOR shall be responsible to handle community issues related to its scope of work.
- CONTRACTOR shall not claim compensation for idle time for any purpose/stoppage(s) caused to its operations due to community issues related to contractor

16.3 Land Usage Guidelines

- Unauthorized land usage shall not be allowed outside the fence.
- CONTRACTOR shall not use any land for stacking, piling of any material outside the fence.
- Cost of any unauthorized additional land usage shall be borne by CONTRACTOR.
- CONTRACTOR shall settle all the land claims, related to their activities

16.4 Compliance and Commitment

- CONTRACTOR shall comply with all relevant labor laws of the country and follow fair labor practices
- CONTRACTOR must ensure that the salaries & dues of all employees especially the local one are paid fairly and equitably and in line with other national employees' wages working in the same project and as per the practice of other E&P companies' CONTRACTORS.
- CONTRACTOR shall ensure that all the wages/salaries of all local employees are paid well within the time and/or before completion of the work at particular site of work.
- CONTRACTOR must ensure that all the dues of all local vendors, sub-CONTRACTORS suppliers etc are paid fairly and equitably well within the time agreed with them and/or before completion of the work at the particular site of work
- CONTRACTOR must ensure that all norms and standards required to Eni Pakistan are being practiced in provision of food, PPE and work timings of the local employees and to ensure that justice and equity is being practiced while provision of the above to the employees hired from local community
- CONTRACTOR shall eliminate and/or minimize, in consultation with COMPANY Field CR Representative, the impact of any damage to local property and the environment and all necessary measures shall be taken to minimize the impact on the community
- CONTRACTOR shall compensate, in consultation with COMPANY Field CR Representative, the impact of any damage to any local individual or community due to their activities and all necessary measures shall be taken to eliminate and/or minimize the impact of that displacement / disturbance on the community

• CONTRACTOR shall ensure that disputes of claims from community are settled amicably in a timely manner and before completion of contract in consultation with Eni Pakistan Field CR Representative

• CONTRACTOR shall be required to fulfill all its liabilities and commitments with regards to the matters related to community before demobilization

• CONTRACTOR shall be required to execute in black & white all such agreements between itself and community vis-à-vis the use of land, the acquisition of quarries, acquisition of any property, material equipment, machinery, all types of vehicles, and such other things which have directly or indirectly been acquired from local community for the execution of the contracted work or for that matter anything committed with community must be documented

- CONTRACTOR shall be required to produce the copies of all the agreements, which are required to be executed between itself and the community and have been specified in this document as such, to Field CR Representative at site
- CONTRACTOR shall ensure that they (and/or their sub-CONTRACTOR) cause no damage to the local environment, water-ways (flowing or dry), foot-paths, roads, animal life, standing crops/trees, etc. If any accidental or incidental damage is caused to then such damage shall be immediately repaired and any disturbance occurred should be amicably and reasonably compensated, with the consultation of eni Pakistan Field CR Representative
- CONTRACTOR (and/or their sub-CONTRACTOR) shall ensure compensation of local communities in case of oil spill accident
- CONTRACTOR should not unnecessarily raise expectations of community, which may cause unreasonable and excessive demands from CONTRACTOR and/or eni Pakistan by the community
- CONTRACTOR shall be required to restore all the sites/land used on temporary basis for camp establishment/stock pile area/ware house, storage area and any other purpose for the contracted scope of work or as otherwise advised by the COMPANY to this effect and shall seek the clearance certificate from landowner suggesting that his land had been restored to his satisfaction
- Preference shall be given to local communities while procuring manpower and ancillary services, materials and other kinds of consumables, subject to competitive rates with local market, are available in local markets, etc
- CONTRACTOR shall arrange community relations induction to all of its work force before mobilizing into field or site of activity especially to personnel who will interact with the local communities. Support may be provided by eni Pakistan site Field CR Representative to arrange and impart to particular people briefings on social context
- CONTRACTOR shall be required to report to Field CR Representative in daily reports all types of incidents, negotiations, dealings or any other development with regards to the local community have been occurred as a consequence of the project activity or otherwise and have direct or indirect linkage with project and that can impact or likely to impact or jeopardize the activity of project or the COMPANY'S in long term interest

Annexure - A



eni Pakistan Limited

HSE DISCIPLINARY POLICY

In executing all contracted jobs, Contractors are committed to apply and require their Subcontractors to apply the following:

- The Country Laws for Safety, Health and Environment Protection
- The Company "Contractual Requirements and Obligations"
- The Company "HSE Policy"
- The Company "Driving Policy"
- The Company "Sustainability Policy"
- The Company "Drug and Alcohol Policy"
- The Company "HIV-AIDS Policy"

Any violation committed by Contractors and Subcontractors to the above listed requirements is subject to disciplinary actions as dictated in this document and in the Contract; all the relevant expenses will, under contractual general terms, be fully charged to the Contractors and Subcontractors themselves.

In addition, as a consequence of violations committed by Contractors and their Subcontractors, and the disciplinary measures adopted in this respect, Company Representative keeps the right to formally issue negative feed-backs that will affect the Contractors' integrated qualification rating and that of its Subcontractor should the latter be submitted to the Company's qualification process.

On the contrary, should Contractor proactively comply with the Company HSE Integrated Management System principles and requirements to an extent that its own HSE System is aligned with OHSAS 18001 and ISO 45001 standards, Company will send a positive feed-back to eni that will positively affect the Contractor's integrated rating.

a) Worker's dismissal

a1) Contractor, having informed the Company Representative, will remove the workers and/or Subcontractors from the workplace immediately

or

a2) the Company Representative, being Contractor's indicatee, will dismiss the worker's and/or Subcontractors from the workplace immediately

It is applied when:

1. Contractor/Subcontractor (CS) worker has omitted to report potentially dangerous occurrences from a safety, health and environment point of view or defective/inadequate tools and equipments;
2. CS worker has removed safety control devices and warning signs;
3. CS worker acts beyond his mandate;
4. CS worker is irregular or works without Country permit;
5. CS worker has carried out permitted works without work permit or in conflict with permit-to work prescriptions;
6. CS supervisor has required workers to return to work under situations of relevant and immediate risk;
7. CS worker does not comply with direct supervisor or Company Representative instructions;
8. CS worker has carried out his job with equipments or in presence of chemicals without adoption of due precautions;
9. CS worker has omitted to don personal protective equipment provided by his Employer;

It is applied when:

1. Contractor/Subcontractor (CS) supervisor has omitted to inform Company on every injury, incident or significant near miss;
 2. CS worker is without fit-for-work certificate;
 3. CS worker omits to display his identity badge;
 4. CS supervisor's competence is not formally substantiated;
- In the occurrence of situations under points 1 to 10, the disciplinary action remains active until Contract validity has expired; in these cases, Company reserves all rights to implement further actions/measures. In the occurrence of situations under Points 11 to 13, the disciplinary action remains active until a safe condition, as was prior to the violation, is restored.
- b) Interruption of contracted activities

1. Contractor, having informed the Company Representative, is requested to interrupt activities until safe, healthy, environmentally sound and secure conditions are restored
 2. b2) the Company Representative, being Contractor's indicatee, will stop activities until safe, healthy, environmentally sound and secure conditions are restored
- It is applied when:
1. Contractor/Subcontractor (CS) supervisor omits supervision;
 2. CS supervisor's lack of training and competence has been ascertained;
 3. CS management omits to organize a firefighting/emergency team, including first aiders;
 4. CS management has omitted to designate members of the emergency team and to submit the relevant training certificates to the Company;
 5. CS management has omitted to define and provide personal protective equipment that are suitable for the activity to be performed at the workplace;
 6. CS management has omitted to designate an HSE function assigned to the activities to be carried out at the workplace, and to ensure his training and competence are adequate;
 7. CS management utilizes at workplace equipment/plants that do not meet safety norms and standards (i.e. unsuitable for the hazardous area classification, unsuitable for the norms and standards they are intended for, unidentified or with expired certification, visibly poor from a maintenance point of view);
 8. CS management do not implement actions finalized to protection of the environment (soil, underground water, surface water etc.) when performing activities that may potentially cause impacts;
 9. CS workforce acts in conflict with environmentally sound practices, with implication for the environment itself and/or health of workers and the public.
- c) Sending a letter to Contractor Management

- Company will send a letter of complaint to Contractor Management and, in parallel, a negative feedback to eni aimed at updating the status of Contractor integrated qualification ratings.
- Activities covered by the Contract will be suspended until Contractor Management has replied with a formal Action Plan that Company and, eventually, eni have considered to be suitable and effective.
- Feedback will affect Contractor ratings, even in case the Vendor List is country-specific.
- It is applied when:
1. Situations like those described in a) and b) are recurrent and Contractor omits to provide information as per points a1 and b1;
 2. There is evidence that the Contractor/Subcontractor (CS) Management has omitted to deliver HSE training to its employees;

H	S	E	9	9	-	C	R	-	I	N	-	P	L	-	O	O	9	-	0	0
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Annexure - B



PART A MEDICAL HISTORY FORM
(To be completed by the Contractor employee)

Type of examination (circle one):

Pre employment	Periodic	Pre placement	Pre assignment	Pre exit
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INSTRUCTIONS

As part of the appointment process, it is necessary for the Contractors to undergo a medical examination. This is part of a process to confirm that you are medically fit to perform the inherent duties of the position for which you have applied for / assigned for, and to help guard against work-related illness and injury occurring subsequent to your employment.

The medical examination takes into consideration information provided by yourself about your medical history in this Form. Information on this Form will be kept strictly confidential and remain the property of the appointed Hospital and the company.

Please take this completed Medical History Form to the physician when you go for your medical examination.

1. YOUR DETAILS

Dr/Mr/Ms/Mrs (Last name) _____
(First name) _____

Date of Birth _____

Sex (circle one)
Male / Female

Job assigned/applied

Job Location (Circle one)
Head Office / Islamabad office / Field site
(Specify e.g. Bhit, etc.)

Residential Address
.....

Telephone (Home) _____

Telephone (Work) _____

Date and place of last medical examination
.....

- d) Formal summons of Contractor to the eni E&P Division Head Office**
- Company will formally summon Contractor Management to the eni Head Office for a meeting that shall be attended by the Vice President of the Professional Area or the Contract Owner, the HSE Vice President, and the Qualification Department, or the eni Procurement Directorate where Contractor receives a warning about the real possibility that its entire business with eni worldwide may be jeopardized.
- It is applied when:
1. Situations like those described in c) are recurrent;
 2. Contractor Management has omitted to organize at least one HSE meeting with all staff and Subcontractors in order to discuss risks and training programs connected with the specific Contract.

H	S	E	9	9	-	C	R	-	I	N	-	P	L	-	O	O	9	-	O	O
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

2. YOUR PERSONAL

5. Do you drink alcohol?	Yes / No
6. For how long have you been consuming alcoholic beverages?Years	
7. How much alcohol do you have a week?ml	

place, severity etc.).

.....

17. Have you used protective clothing, safety glasses or hearing protection?
Yes / No

Please specify time, duration, place and type:
.....

11. Do you suffer from any phobias? Yes / No
12. If yes, does this concern flying, confined space, fire, water, heights, other? Specify:

3. Occupational Health History

Screening	Yes/No	Normal/Abnormal	State when and where.
13. Have you had any previous audiometric screening?			
14. Have you had previous lung function screening?			

15. Have you been ever been exposed to any of the following at work?

Hazard	Yes/No
Noise	
Ionizing radiation	
Electromagnetic radiation	
Asbestos	
Benzene	
Hydrocarbons	
Other Chemicals	
Skin Irritants	

16. If yes to the above, please give details of the exposure history (e.g. duration,

5. Your Medical History

a) Do any of the following affect you or have affected you in the past: (circle 'Yes' or 'No' for each)

Eye/vision problem	Yes / No	Hearing problem	Yes / No
Ear/Nose/throat problem	Yes / No	Ear surgery	Yes / No
Wheezing/asthma	Yes / No	Tuberculosis	Yes / No
Other lung complaint	Yes / No	High blood pressure	Yes / No
Stroke	Yes / No	Heart trouble/chest pain	Yes / No

Heart/vascular disease	Yes / No	Heart surgery	Yes / No
Varicose veins	Yes / No	Rheumatic fever	Yes / No
Diabetes/ hormone disorder	Yes / No	Cancer/tumor	Yes / No
Mental/nervous disorder	Yes / No	Depression	Yes / No
Blackouts/Fainting/dizziness	Yes / No	Epilepsy/seizures	Yes / No
Loss of consciousness	Yes / No	Severe headaches/migraine	Yes / No
Digestive disorder	Yes / No	Blood disorder	Yes / No
Genital disorder	Yes / No	Gynecological problems	Yes / No
Abnormal pap smears	Yes / No	Stress	Yes / No
Balance Problem	Yes / No	Head injury/concussion	Yes / No
Loss of memory	Yes / No	Arthritis	Yes / No
Back pain/back injury/scatica	Yes / No	Restricted mobility	Yes / No
Hernia	Yes / No	Sleep problems	Yes / No
Stomach pain/ulcer	Yes / No	Passing or vomiting blood	Yes / No
Liver disease/hepatitis	Yes / No	Thyroid problem	Yes / No
Kidney/Bladder trouble	Yes / No	Skin problems	Yes / No
Infectious/contagious diseases	Yes / No	Malaria/tropical disease	Yes / No
Drug or alcohol dependence/abuse	Yes / No	Other	Yes / No

Please provide details to any of the above which had "Yes" answers:

.....

c) Have you been immunized against the following? (Circle yes or No for each)

Examinee's Signature: Date:

Immunized against:	Date Immunized on:	Place Immunized at:
Tetanus	Yes/ No	
Diphtheria	Yes/ No	
Hepatitis B	Yes/ No	
Hepatitis A	Yes/ No	
Typhoid	Yes/ No	
Other: (details)		

PART B
MEDICAL EXAMINATION FORM – (To be completed by Licensed Examining Physician)

This form is to be used in conjunction with the Medical History Statement. Prior to examining the candidate, for specific position review the candidates Medical History Statement and make sure that you are familiar with the relevant job and working conditions of specific position for which the candidate is being considered. If unavailable, seek this information from Eni Pakistan.

Candidate's Name: _____ Date of Birth: _____

Identity Verified: Y / N Method of Verification: _____

(Passport, ID, Drivers License)

Sex (Male / Female)	Height:	Weight:	BMI	Waist (inches)	Hip (inches)
---------------------	---------	---------	-----	----------------	--------------

VISION (Snellen's Notation)

Uncorrected Corrected

Glasses Contacts

/ Pulse:

Blood Pressure (sitting)

Temp:

Systolic

Pulse:

Diastolic

Far Near Color Vision

Right Left Other Vision Test

Both

Indicate "Normal" and "Abnormal" for each of the following condition. Please provide detailed description of abnormal findings and supplemental testing:

CHECKLIST	N	A	DESCRIPTION OF ABNORMAL FINDING AND / OR SUPPLEMENTAL TEST
SKIN			
- Colour / texture (lesion, scars etc)			
HEAD / EYES			
- Cornea, Pupil, Fundi etc			
EAR / NOSE / THROAT			
/ MOUTH			
- Pinna / Canals / TM / Nasal septum / Mucosa			
- Tongue / Palate			
NECK / NODES			
- Bruit			
- Thyroid			

PART B	MEDICAL EXAMINATION FORM – (To be completed by Licensed Examining Physician)	CHEST / LUNGS	CARDIOVASCULAR	ABDOMEN	OTHER SYSTEMIC EXAMINATION
- Neck Nodes	- Inguinal / Axillary Nodes	- Auscultation	- Pulses: Radial / Femoral / D. Pedis / Tibial Sounds (murmurs)	- Hernia Bowel Sounds Liver / Kidney / Spleen Masses	
- Heart Sounds			- Heart Rate and rhythm		
- Heart Murmurs					
- Heart Rate					
- Heart Rhythm					

Particular comments & recommendations from examining medical doctor

- () Should follow-up with doctor inmonth (s)
 () Should follow-up with doctor as soon as possible
 () Other:

Verified by:.....
Signature:.....
Date:.....

SIGNATURE OF EXAMINING PHYSICIAN:	PRINT NAME: PHYSICIAN	DATE:
--	-----------------------------	-------

PART C

Medical Fitness Certificate

Full Name: (Mr. / Mrs. / Ms).....

Job assigned/applied.....

Date of Medical Examination:

Work location:

Office

Offshore/Remote site

Office, but occasional travel to Offshore/Remote site (less than 2x per month or 4x per year)

- The above person is hereby declared:
- () Fit for Offshore/Remote Site work
 - () Fit for office work (and remote site visits of less than 72h duration and not more)
 - () Temporary unfit for offshore/remote site work
 - () Temporarily unfit for office work (and remote site visits of less than 72h duration)
 - () Fit to return to work
 - () Unfit for offshore/remote site work
 - () Unfit for work in this organization

Annexure - C



Eni Pakistan Limited
HSE POLICY

Eni is an energy company & in conducting its business, in line with eni code of ethics, procedures and sustainability principles, Eni Pakistan will promote and pursue excellence in:

- * protection of public and health of its workforce and people who are or could be impacted by its activities;
- * protection and promotion of human rights, the socio-economic development of local communities;
- * protection of environment, prevention of pollution and conservation of biodiversity and ecosystems;
- * continuous improvement of quality of processes, services and products of its activities and operations; as essential elements to ensure the sustainability of the Company's business

Eni Pakistan Limited is committed to:

- * Achieving continual improvement in Health, Safety, Environment and its business processes in line with strategic goals and objectives, through measuring and analysing its performance aiming for technological excellence, including energy efficiency in every field of activity;
- * Achieving continual improvement in Health, Safety and Environmental performance through implementation of HSE Integrated Management Systems for all its projects and operational activities
- * Comply with all relevant regulations and laws enforced domestically and internationally and other HSE requirements where it operates;
- * Establishing authority, responsibility and accountability for HSE within organisational line management and promoting the full involvement of all employees and contractors in translating the HSE policy into practice in the management of all HSE aspects relevant to its activities and observance of human rights;
- * Establishing implementation of Environmental Responsibility of complete life cycle, including Geological /Geophysical surveys, Drilling, Engineering and Construction activities, Production and Restoration
- * Identifying, evaluating and mitigating the risks and impacts associated with all its activities to achieve objectives by formal documentation; by adopting the most advanced principles and best practices; by implementing all practicable measures to ensure working conditions are safe and healthy; ; Reinforcing integrated risk management in decision making of company; providing necessary resources; devising way to deal with conflicting objectives; defining measurement and reporting within the company's performance indicators;
- * Developing and maintaining knowledge throughout the organization, by communication of information and through education and training of its staff;
- * Establishing the selection and management processes for purchase, supply and contracting of goods and services so that suppliers' and contractors' HSE standards are consistent with its own;
- * Clearly defining & effectively communicating the Principles of Corporate Social Responsibility; Communicating to the stakeholders its HSE standards and working with them to identify requirements and address these in a cooperative manner;
- * Developing, maintaining and testing effective contingency plans;

This is a dynamic policy document and is revised as often as necessary, in this manner we aim to go beyond legal compliance to become a Health, Safety and Environment leader in our industry.


GIORGIO GUIDI
Managing Director
May 2018

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Annexure - D



Eni Pakistan Limited

DRUGS & ALCOHOL POLICY

The abuse of drugs and alcohol or other substances are incompatible with a safe and productive work environment. The objective of this present policy is to define basic requirements to mitigate considerable impacts on the business from substance abuse. Compliance with this policy is a condition for employment and access to Company premises (i) and facilities during or other than normal working hours.

The following measures must be respected in compliance to this policy:

The possession, consumption or distribution of drugs or misuse of other substances, while on Company provided premises or while engaged on Company business, is prohibited. Controlled use of medicines is admitted only under medical prescription and after the authorization of the Company Doctor.

The possession and/or consumption of alcohol on Company premises is prohibited, except management's duly approved social gatherings in specified areas (other than Company premises) where alcohol may be used under the national laws and regulations.

Regarding the consumption of alcohol, employees on assignments abroad and in jurisdictions in which they are not considered citizens, must maintain a behavior in compliance with Company's Code of Ethics and consistent with the protection of Company's reputation whether during or other than normal working hours.

No individual shall report to work, be on the job or be at Company premises under the influence of prohibited substances. Any Supervisor, Line Manager or Site Manager having reasonable cause (s) to suspect an employee is intoxicated whilst on duty may request a comprehensive medical examination to be conducted. If an employee refuses to a medical examination he will be directly considered under the influence of drugs or alcohol.

Eni Pakistan reserves its rights to carry out drug and alcohol testing at work location(s) during working hours in a non-discriminatory, confidential and random basis in order to enforce this policy.

The violation of any of the above statements constitutes a serious offence which may result in disciplinary action against the offending individual.

This policy applies to all employees, contractors and visitors, while they are present on the Company premises. Eni Pakistan shall provide procedures and guidelines for handling alcohol and drugs related incidents.

(i) The Company premises include the offices, all field locations, vehicles, dorms and other means of transportation arranged by Company for any official assignment.

(ii) Inappropriate behaviour is considered as a reasonable cause to suspect an individual under the influence of alcohol.

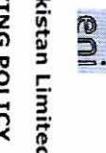

GIORGIO GUIDI
Managing Director
May 2017

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Annexure - E



Eni Pakistan Limited
NO SMOKING POLICY



eni Pakistan Limited
DRIVING POLICY

The objective of present policy is to improve health and safety of eni Pakistan, contractors, suppliers and third party drivers and all employees and personnel during job related journeys, promoting risk prevention in reducing the causes of accidents and fatalities. In line with eni Pakistan Management commitment, the following measures must be implemented to ensure full compliance with local and international legal requirements:

- All vehicles shall comply with the Minimum Vehicles Requirement (MVR), as set out in Eni's Land Transportation Manual.
- Vehicle and driver shall have all necessary legal documentation.
- Drivers shall possess valid Defensive Driving Certification.
- Seat belts must be fastened during the travel by driver and passengers (No baird shall be allowed to sit on open space / ducts of the vehicles).

Driver is not allowed to start driving unless all passengers are seated and have fastened their seat belts. Driver must always have Company and/or contractors emergency telephone numbers card.

- Speed limits as well as safe distances from the front vehicle must be maintained.

Driver is not allowed to use portable radio equipment or mobile phones while driving or refilling in petrol stations. In case of receiving a service call or if communication is needed, the driver must stop the vehicle in a safe area before answering the call.

- Usage of drugs or alcohol is strictly prohibited for drivers.

Daily driving shift shall be maximum 9 hours a day with a dispensation of 10 hours a day twice a week at most.

- Weekly driving hours: a) driver is not allowed to drive more than 90 hours in a consecutive two-week period and b) during brief breaks dedicated to rest (45 minutes after 4-5 hours consecutive or 25 minutes every 2 hours) it is absolutely forbidden to work (load or unload goods, do repair work etc.)

Regulation (EU) REST 2) has to be of at least 9 uninterrupted period of 11 hours. b) can be reduced to 9 hours three times a week at the most c) it is also possible to fraction the rest into two moments, the first one shall be 3 hours long at least and the second one shall be 9 hours without interruptions and d)

- there shall be a period of normal and reduced rest every 24 hours.

Driver can take a pause suspending duty in case of temporary disease or drowsiness, all these duty suspensions must be recorded on the daily duty form

- Additionally IVMS monitoring and data analysis shall be carried out, and feedback shall be shared with drivers.

Smoking is strictly prohibited inside vehicles.

- Driving with inappropriate shoes like slippers, sandals, or with barefoot is not allowed.

Driver must ensure that a high-visibility light reflecting jacket is available in the vehicle and he wears it when getting out from vehicle on road stopping.

- Special care must be taken in case of driving on extreme environment conditions.

• Vehicles used for Company business must be maintained strictly in accordance with the recommendations of the manufacturer whether the maintenance is routine or emergency.

- All Accidents/Incidents shall be formally reported according to Company Accidents/Incidents Reporting procedure to prevent recurrence.

Driver has the duty to report any violation of driving policy occurred on behalf of passenger's, and he is authorized to cancel/stop the journey in case of major violation. Passengers too, may report any violation of driving policy and procedures, traffic regulations or vehicle non-conformities they deemed have occurred while they were being transported.


GIORGIO GUIDI
 Managing Director

May 2017

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Annexure - F



eni Pakistan Limited
DRIVING POLICY

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Driver can take a pause suspending duty in case of temporary disease or drowsiness, all these duty suspensions must be recorded on the daily duty form

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- Driving with inappropriate shoes like slippers, sandals, or with barefoot is not allowed.

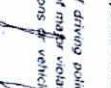
Driver must ensure that a high-visibility light reflecting jacket is available in the vehicle and he wears it when getting out from vehicle on road stopping.

- Special care must be taken in case of driving on extreme environment conditions.

• Vehicles used for Company business must be maintained strictly in accordance with the recommendations of the manufacturer whether the maintenance is routine or emergency.

- All Accidents/Incidents shall be formally reported according to Company Accidents/Incidents Reporting procedure to prevent recurrence.

Driver has the duty to report any violation of driving policy occurred on behalf of passenger's, and he is authorized to cancel/stop the journey in case of major violation. Passengers too, may report any violation of driving policy and procedures, traffic regulations or vehicle non-conformities they deemed have occurred while they were being transported.


GIORGIO GUIDI
 Managing Director

May 2016

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Annexure - G



Eni Pakistan Limited

HIV / AIDS POLICY

Eni Pakistan recognizes the magnitude and severity of the development of HIV/AIDS crisis, epidemic worldwide and its prevalence in Pakistan, and seeks to minimize the impact, i.e. labour rights and law socio-economic consequences to the Company and its employees.

Eni Pakistan is committed to comprehensive management of HIV/AIDS at workplace. The policy is also aimed at focusing on aspects of HIV/AIDS which, if not clearly addressed may impact negatively on the business analysis well-being of the employees(s).

Eni is fully committed to protect its employees' health through promotion of health awareness, encourage behaviour changes where necessary as well as ensure that all employees are treated with the necessary dignity, fairness and equality.

The key principles of this policy are:

- Eni will not and does not discriminate against employee(s) having, concerned as having, having worn or otherwise affected by HIV or AIDS
- HIV/AIDS screening should not be required for job applicants or persons in employment
- The gender dimensions of HIV/AIDS should be recognized, i.e., its health effect and consequences on male and female, particularly in reproductive age.
- HIV and AIDS are dealt with highest level of confidentiality as medical condition, in accordance with applicable laws and Company policies
- Staged no employee wish to disclose that he/she is HIV positive, appropriate management through the company's Occupational Health & Medical Support programmes will be referred
- HIV/AIDS education and awareness will be made available to all employees including contractors

All personnel of the Company and Contractors are required to be fully aware of this policy and to comply in their activities.

C: N.W.: Karim Zaman 2006 Policy Virus, H.AIDS: National Infection Conference, Syndicate


GIORGIO GUIDI
Managing Director
May 2017

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Annexure - H



Eni Pakistan Limited

SUSTAINABILITY POLICY

Vision

Creating sustainable value ethical corporate behaviour, building human capacity and promoting technological innovation.

Mission

It is our goal to apply sustainable development principles and transparent behaviour in the conduct of our business activities. We seek to understand the social, environmental and ethical implications of our business engage with Stakeholders in order to eliminate or mitigate any negative social and environmental impacts, enhance positive impacts to ensure that we fulfil our ethical responsibility to Communities, wider Stakeholders and the Pakistani society on the basis of sound business principles.

Values

We are committed to:

1. Operate in compliance with Eni Code of Ethics, acting in accordance with laws, rules of fair competition, honesty, integrity, transparency and upon faith, with due respect of the legitimate interests of our Stakeholders, Employees, Shareholders, Customers, commercial and financial partners, Communities and legitimate institutions, Governments and their Agencies.
2. Operate within the framework of Eni's Guidelines on Protection and Promotion of Human Rights. We reject all forms of discrimination, of forced and child labour and corruption. We seek to safeguard dignity, health and safety of all persons in the workplace.
3. Conduct our business and act in the respect of cultural, religious and ethnic heritage traditions of Communities. As a socially responsible Company, we are committed to contribute to the promotion of the quality of life and of the socio-economic development of the Communities in which we operate, in line with the International Conventions on Sustainable Development
4. Work in partnership with Stakeholders to meet our Vision and acting in collaboration with the Government
5. Reduce the local environmental impact of operations, in coherence with Eni's global environmental strategy, by improving performances and implementing initiatives for biodiversity conservation and resources recovery.

These principles are integrated into the Company business plan supply and services contracts. All personnel of the Company and Suppliers are required to be fully aware of this Policy and to comply in their activities.


Giorgio Guidi
Managing Director
June 2017

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Annexure – I

Medical Screening & Fitness Card

eni Pakistan	
Medical Screening & Fitness Card	
Company:	<input type="text"/>
Name:	<input type="text"/>
Code:	<input type="text"/>
CNIC:	<input type="text"/>
DOB:	<input type="text"/>
Screening Date:	<input type="text"/>
Valid up to:	<input type="text"/>
_____ Contractor Supervisor _____ _____ eni Doctor	
Photo	

Annexure – J

INFORMATION / MINIMUM DOCUMENT REQUIREMENT

a) Bidding Stage

All bidders should supply enough information to enable COMPANY to objectively evaluate their capability to meet and comply with COMPANY HSE standards and guidelines. The information shall include but not limited to the following:

Required Information/ Minimum Documents

SNO	Description
1	CONTRACTOR'S HSE POLICY
2	CONTRACTOR'S HSE Organizations chart with details (Qualification, Experience &Trainings) of Key Personnel, their Roles and Responsibilities.
3	CONTRACTOR'S Proposed Project Organization with details of key personnel.
4	CONTRACTOR'S HSE Manual, HSE Plan & Procedures
5	List of 3rd Party Trained Fire Fighters and First Aiders as per requirement.
6	CONTRACTOR'S Environmental Management Plan
7	CONTRACTOR'S Travel Management Plan.
8	CONTRACTOR'S Current Health Policies and Procedures.
9	CONTRACTOR'S HSE Statistics for last 3 years and Incident Reporting and Investigating procedure.
10	LTF (Lost Time Injury Frequency) for a significant time (at least 3 years).
11	Any other additional information CONTRACTOR deems useful in this respect.
12	CONTRACTOR'S PPEs Standard and Suitability for the job.
13	CONTRACTOR'S experience to provide same services.
	All bidders shall provide confirmation in writing for complying to and meeting all COMPANY HSE-CR Requirements including carrying out;
14	<ul style="list-style-type: none"> ▪ Prescribed medical screening tests for their staff on annual basis, ▪ 3rd party fitness certificates of equipments and Vehicles ▪ 3rd Party Defensive Driving Training for Drivers
15	All bidders shall confirm for complying with all COMPANY HSE & CR policies and procedures applicable to this Contract.
16	All bidders should commit that they will comply with HSE and Industrial hygiene provisions of Local, Provincial & National laws.
17	Abide COMPANY policy regarding Alcohol & Narcotics and Weapons, Arms & Ammunition.

b) Requirements on Contract Award

1. CONTRACTOR HSE Plan
2. CONTRACTOR to prepare all agreed Procedures before initiating any physical activity.
3. CONTRACTOR will submit the copies of Medical Fitness Certificates of its employees to COMPANY before mobilization to site.
4. Adequate experience / trainings evidences of drivers and other technical staff (CVs)
5. CONTRACTOR'S Vehicles valid Fitness Certifications by accredited 3rd party
6. MANAGEMENT Plan and Procedures in consultation with the COMPANY. If applicable
7. Procedure for record keeping and disaster management should also be prepared.

c) Requirements during Execution of Work

1. CONTRACTOR shall report all accidents and incidents to the COMPANY
2. CONTRACTOR will be expected to implement their Health and Hygiene Procedure (approved by the COMPANY) and all agreed HSE-CR Requirements and Guidelines provided by COMPANY
3. CONTRACTOR shall submit a detailed report of its Person On-board on daily basis to COMPANY Representative



ENI PAKISTAN LIMITED

SECURITY GUIDELINES FOR SERVICE LEVEL AGREEMENT OF BHIT-BADHRA GAS FIELD WIRELESS NETWORK

(MAY 2018)



ACTIVITY	NAME	DESIGNATION	DATE	SIGNATURE
Prepared By	Hafeez Ahmad Khan	Security Coordinator (Field Operations)	May 18	
Approved By	Gavin Paul D'Lima	Security Manager, Eni Pakistan	May 18	

S | E | C | 0 | 1 | - | B | H | - | I | N | - | G | D | - | 5 | 5 | 2 | - | 0 | 0

1.0 INTRODUCTION

The security practices and guidelines promulgated in this document have been designed to provide a satisfactory level of protection, while affording minimum inconvenience or disruption during the work. It also sets out security requirements and standards that the bidders are expected to abide by and meet. The final contract awardees are expected to implement these as an acceptable standard during the execution of the works.

Contents of this document are liable to change from time to time with the overall change in security atmosphere, new risks and with change in policies and procedures of COMPANY.

2.0 SCOPE

These security guidelines have been prepared for use of all CONTRACTORs, SUB - CONTRACTORs or VENDORs who will access and / or work at COMPANY's Bhit Field.

3.0 APPLICABILITY

Procedures within these guidelines apply to all CONTRACTORs, and its SUB CONTRACTOR's or any other personnel working on behalf of the CONTRACTOR during the performance of all works with the COMPANY.

Use of the word **CONTRACTOR**, used hereunder applies equally to all such parties including service providers.

4.0 DEFINITIONS AND TERMS OF REFERENCE

COMPANY

eni Pakistan Limited

CONTRACTOR

CONTRACTOR, SUB - CONTRACTOR and VENDOR

Field Locations

COMPANY field location(s)

LEAs

Law Enforcing Agencies

POB

Persons on Board

Security

Security is the condition of being protected against danger or loss

Security Risk

Security risk means risk of loss, theft or sabotage to a security sensitive body/asset

Shall

Mandatory

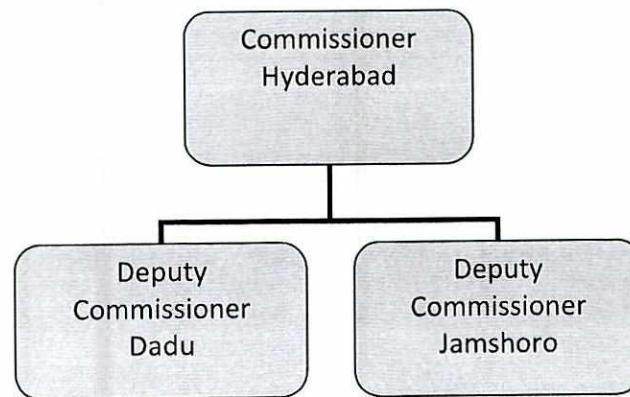
Should

Recommended

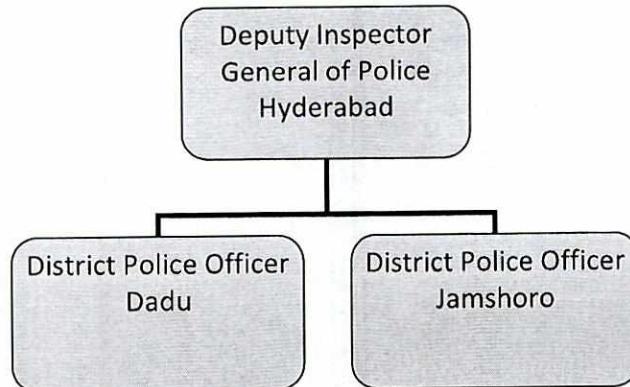
5.0 GENERAL THREAT STATEMENTS BHIT & BADHRA GAS FIELDS

Bhit- Badhra Gas Field was inaugurated in October 2002 and is located in the Dadu and Jamshoro Districts. Besides lying adjacent to Sindh-Balochistan Border, it stretches along the Kirthar Range. Therefore, the Security and Administrative responsibilities are bifurcated under the jurisdictions of:

Administration



Security



The security risk at Bhit - Badhra is MEDIUM to HIGH with threats of extortion, vehicle hijack, armed robberies and kidnap. Direct threat to COMPANY's operations is infrequent road blocks and petty thefts of light weight machinery that remain unguarded or stolen under the cover of darkness.

Since a large number of locals share their kinship in Balochistan, across Bhit- Badhra Mountains and their consequent movement across the inter-provincial border is a common phenomenon, therefore any spill over of the existing volatile law & order situation in Balochistan, can have serious effects on Bhit- Badhra Gas Field. Overall Bhit- Badhra Gas Field is an ELEVATED risk area



enipak Pakistan Limited

(Bhit Badhra Gas Field Risk Rating Chart is attached as Appendix - 1)
(Map highlighting Bhit Badhra Gas Field is attached as Appendix - 2)

6.0 COMPANY SECURITY POLICY

The Security Policy of the COMPANY is to provide a safe working environment for all its personnel. Protect and secure COMPANY assets, and provide handy security guidelines to all CONTRACTORs who work with or provide services to the COMPANY.

7.0 SECURITY OF CONTRACTORS

The security of CONTRACTOR's and it's SUB CONTRACTOR's personnel, material and equipment or of any other personnel working on behalf of the CONTRACTOR during the performance of all works and services for the COMPANY and while travelling under COMPANY arrangements shall be the responsibility of the COMPANY.

CONTRACTOR agree to indemnify and hold COMPANY harmless from and defend the COMPANY Group against any and all injuries, death, damages, claims, losses, actions, arising out of or related to any alleged breach or lapse of security and safety of aforesaid personnel and material.

CONTRACTORs as well as their SUB CONTRACTORS' employees of all categories should comply with these guidelines and work rules. Regular inspections shall be made to verify compliance.

8.0 SECURITY COVERAGE

The COMPANY shall provide security protection / services through its Contracted Security Manpower, Frontier Constabulary, Private Company Security Guards and local Police. Security manpower shall be decided by the COMPANY after consideration to the security environment and availability of necessary security manpower for the protection of CONTRACTOR / SUB CONTRACTOR / VENDOR (s).

9.0 PRE OPERATION SECURITY GUIDELINES FOR CONTRACTORS

The following are guidelines (the COMPANY advises), the CONTRACTOR must comply with before and during performance of works in and around the area of operations:-

- Avoid contact with or exposure to any undesirable persons in the area of operations / work.
- Take all appropriate precautions as per COMPANY security policies and procedures for the security of manpower.
- Promptly inform the local authorities and the COMPANY for any incident related to breaches in safety or security involving equipment or personnel. The CONTRACTOR will maintain relevant local and external emergency numbers handy at all times.
- The CONTRACTOR when employing staff must ensure that they have a credible background with no political affiliations and criminal milieu.
- All the CONTRACTOR(s) personnel working at the project are required to abide by the security policies and procedures laid out by the COMPANY.
- The CONTRACTOR and its SUB CONTRACTOR must not create security hazards for the COMPANY.
- CONTRACTOR shall avoid creating any conditions or situations directly or indirectly and shall ensure its SUB-CONTRACTOR or any personnel it employs do not create any such conditions or situations which cause disruption or disturbance.
- Take all appropriate precautions as per COMPANY security policies and procedures for deployment and control of security manpower.



eni Pakistan Limited

10.0 VISITORS

Entry of personnel extraneous to operations is not allowed into the COMPANY Field Areas.

11.0 IDENTIFICATION

All employees of CONTRACTOR assigned to perform duties specifically associated with contractual agreements at the COMPANY site will be identified by wearing the CONTRACTOR / COMPANY ID badge. The identification side of the badge must be visible at all times while performing duties at the work site. Security supervisors will regularly check CONTRACTOR employees for their identification. CONTRACTOR or their employees who are found not wearing a badge will be asked to obtain one immediately.

CONTRACTOR should ensure that all CONTRACTOR and SUB-CONTRACTOR employees understand the policy and that badges are worn at all times by all employees. The badges should be retrieved from employees upon completion of their respective tasks.

All the CONTRACTOR personnel including drivers, etc visiting any COMPANY location / concession area should be in possession of valid original National Identity Card.

12.0 SECURITY INDUCTION

On allocation of contract for the job, a pre - mob security induction session shall be arranged for the CONTRACTOR. CONTRACTOR shall be familiarized with COMPANY security policies and security requirements expected to be delivered while working on COMPANY field areas.

CONTRACTOR shall also ensure that all new arrivals to the area of operation receive a comprehensive security induction and briefing by COMPANY field security representative before undertaking any other task. A written record is to be maintained of all security inductions.

Any queries thereby can be made clear during the induction session

13.0 PROTECTION OF PROPERTY

The CONTRACTOR under COMPANY security advice and supervision must agree to take full and proper measures to protect its area of operation, work from pilferage, local unrest, vehicle hijack, and armed robberies. Undesirable /unauthorized personnel OR Vehicles shall not be allowed to enter within or around area of operations / work

14.0 LOSS AND DAMAGE TO PERSONNEL / PROPERTY

The CONTRACTOR and its SUB-CONTRACTOR shall be held liable for all damage to personal and property and / or loss as a result of its negligence to adhere to the security guidelines or non-acceptance to the COMPANY planned security manpower.

15.0 SECURITY ADVISORY

COMPANY shall provide assistance to CONTRACTOR, in an advisory capacity in the event of work stoppages, strike and civil strife. If and when the situation so demands the CONTRACTOR shall stop the operation immediately as and when advised by the COMPANY, for which the COMPANY will not pay any standby charges for manpower personnel or machinery or for any loss or damage CONTRACTOR may incur during the time work is stopped.



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16.0 CONTRACTOR EMPLOYEES CONDUCT

The CONTRACTOR shall ensure that their employees and their SUB-CONTRACTOR employees conduct themselves in a proper manner while on the project and its adjoining areas. Gestures, remarks or anything else of a derogatory nature towards the locals or any conduct insulting the sentiments of the local community by the CONTRACTOR, its employees or SUB-CONTRACTOR will be sufficient cause for the permanent removal of such person from the premises. The COMPANY shall have a right to instruct the CONTRACTOR to remove such person at any time.

17.0 CONFIDENTIALITY

The CONTRACTOR has an obligation to maintain the confidentiality of information related to the COMPANY. Information pertaining to the COMPANY business, assets, personnel, movements is CONFIDENTIAL and must be protected. Violation shall result in appropriate actions by the COMPANY.

18.0 CRIMINAL INCIDENTS

It is the responsibility of the CONTRACTOR to report, in accordance with law, and records all criminal incidents at the earliest, so that appropriate measures may be taken to control any situation that may arise from the concerned incident.

19.0 ACCESSIBILITY TO SENSITIVE AREAS

To reach the area of operations, CONTRACTOR and their employees may be required to enter or pass through sensitive locations or local village areas connected to their work site. CONTRACTOR is required to respect the sanctity of sensitive installations, local customs and culture and behave in a proper manner. Local customs include but not limited to the following:

- Respect for dress (no shorts etc.)
- Respect for religion
- No photography of ladies and women in the area
- No alcohol
- Avoid jokes which could hurt anyone's sentiments

20.0 WILDLIFE / FISHING / WILD SHRUBS, VEGETATION

Shooting or incarcerating wildlife like partridges, snakes foxes, deer etc is STRICTLY PROHIBITED at the COMPANY locations/CONCESSION areas. Any of CONTRACTOR personnel found indulged in such activity shall be liable to strict disciplinary action. Also removal of wild shrubs, vegetation is PROHIBITED as it a source of food supply for the locals and their cattle.

21.0 FIREARMS POLICY

Possession, storage, or use of any kind of ammunition, firearms, and explosives (other than authorized and designated to the security guards) on the COMPANY premises is strictly prohibited. Appropriate sanctions / disciplinary action for violations of this policy will apply.

22.0 VEHICLES

CONTRACTOR vehicles and machinery should have updated registration documents. The drivers of the vehicles should be in possession of valid Driving License and valid original National Identity Card (NIC).



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Moreover, CONTRACTOR vehicles must have CONTRACTOR permit. These permits shall allow driving in areas specifically designated for the work. Anyone driving in unauthorized areas shall be subject to termination of service.

The night driving policy must be strictly implemented and no vehicle movement shall be allowed after sunset unless there is a grave emergency and adequate security measures have been put in place for such travel. For all night driving within the CONCESSION area, CONTRACTOR shall ask for written permission (unless an emergency erupts for that verbal permission is sufficient) from the COMPANY Field Representative. For night travel from the CONCESSION area to other cities, the permission shall be issued from the COMPANY Head Office at Karachi.

23.0 TRAVEL SECURITY

Persons and equipment are exposed to a considerable level while traveling. It is therefore imperative to strictly follow the COMPANY's Security, Community and HSE guidelines over Travel Management. However, following points are to be considered in general while traveling.

- Avoid high population areas, where possible.
- Use alternate routes to avoid high population areas.
- Instruct drivers to lock vehicles when stopping enroute
- Reinforce attendance and parking rules.
- Traveling in company is better than traveling alone.
- When driving, ensure that the vehicle doors are locked and the windows rolled up.
- Always carry your mobile telephone, with fully charged battery, in the vehicle.
- The vehicle should be driven at a steady speed and the inter vehicle distance should always be maintained.
- If something untoward appears to be taking place on the road ahead, stop and turn around before it is too late.
- Should you be a witness to an accident do not get involved, withdraw and make your way to a safe location.
- No night traveling unless an emergency erupts. In that case prior night move sanction shall be taken from Karachi office through the COMPANY field security staff.

24.0 INQUIRIES & INVESTIGATIONS

Any infringements by CONTRACTOR manpower identified by the COMPANY Field Security Representative against the COMPANY security practices and standards shall be investigated jointly by COMPANY and CONTRACTOR. Remedial action mutually agreed upon should be implemented by the CONTRACTOR.

If CONTRACTOR does not implement remedial action within agreed terms, COMPANY has the right to stop the contract forthwith.

COMPANY reserves the right to suspend present CONTRACT in case of severe infringements of these Security Guidelines

25.0 FURTHER INFORMATION

Enquiries in relation to these guidelines, or any security matter involving the COMPANY security procedures and practices, should be directed to COMPANY Security Manager or Security Advisor (Field Operations).



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26.0 EVACUATION

As part of the planning for the worst case scenario, eni Pakistan has detailed emergency plans for evacuation by air OR road from all Field Locations and Karachi.

Eni Pakistan is responsible to evacuate all the expats (including contractors) from Fields to Karachi Airport only.

27.0 EMERGENCY CONTACT NUMBERS

The COMPANY's emergency contact numbers are given at **Appendix 3**.

The relevant government contact numbers are given at **Appendix 4**.



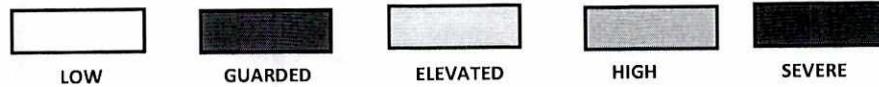
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APPENDIX - 1

Eni PAKISTAN RISK RATING CHART *

	SECURITY THREAT (SECUR)	SECURITY RISK (SRA)
Bhit – Badhra Gas Field Districts Jamshoro & Dadu (Sindh Province) – Sharing border with Balochistan Province	ELEVATED	ELEVATED

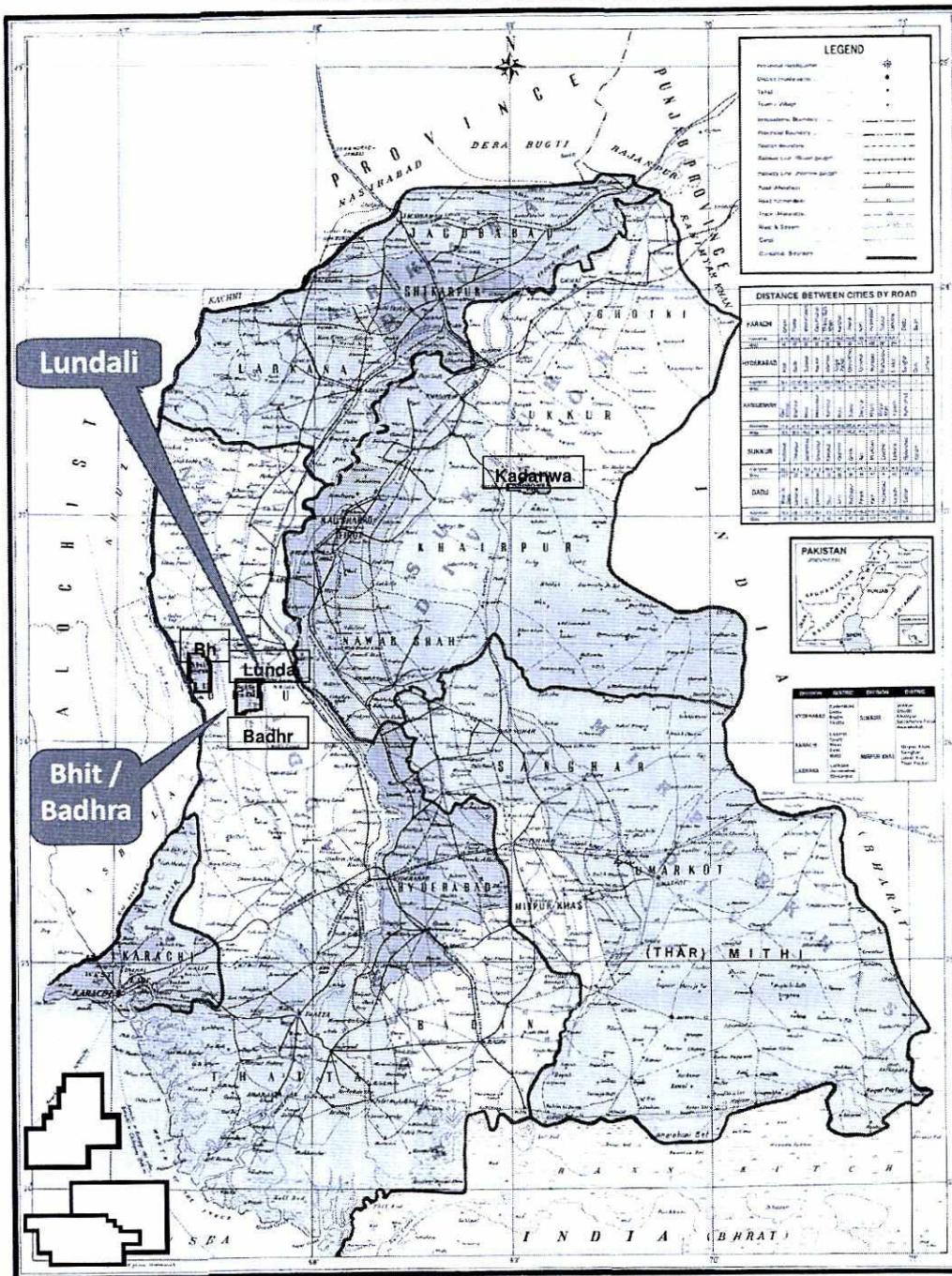
RISK RATING COLOR CODING KEY



* THE RISK RATING WAS EVALUATED AT THE TIME OF MAKING THIS DOCUMENT. THESE RATINGS ARE LIABLE TO CHANGE FROM TIME TO TIME WITH THE OVERALL CHANGE IN SECURITY / POLITICAL CLIMATE

APPENDIX - 2

Bhit Badhra Gas Field





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APPENDIX - 3

EMERGENCY CONTACT NUMBERS

- **Gavin Paul D'Lima** (Security Manager)
 - Office + 92 - 21 - 35828122
 - Mobile + 92 - 333 - 4900331
- **Major (R) Hafeez Ahmad Khan** (Security Coordinator - Field Operations)
 - Office + 92 - 21 - 35828167
 - Mobile + 92 - 333 - 4900337
- **Eni Karachi** (Operational 24 hours)
 - PABX + 92 - 21 - 35879951
- **Eni Radio Room** (Operational 24 hours)
 - Emergency + 92 - 21 - 35838401
 - + 92 - 333 - 4900444
- **Eni Security Monitoring Room** (Operational 24 hours)
 - + 92 - 21 - 35838404
 - + 92 - 333 - 4900335



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APPENDIX - 4

RELEVANT GOVERNMENT CONTACTS

- **Bhit Badhra Gas Field (Kirthar Concession)**

- Police
 - DPO Jamshoro - 0223874976
 - ASP Sehwan - 0254620371
- Civil Administration
 - DCO Jamshoro - 0223870772
 - DCO Dadu - 0259200390