

SECTION 3

**GENERAL CONDITIONS OF CONTRACT
FOR
HIRE OF VEHICLES**

SECTION 3 – GENERAL CONDITIONS OF CONTRACT

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1. DEFINITIONS

- (1) (a) "ASSOCIATES" means Brunei Shell Marketing Company Sendirian Berhad, Brunei LNG Sendirian Berhad and Brunei Shell Tankers Sendirian Berhad.
- (b) "COMPLETION DATE" means the date on which the WORK is required to have been completed in accordance with the CONTRACT, and in relation to a term contract means the expiry of that contract.
- (c) "CONTRACT" means the FORM OF AGREEMENT and the several documents listed therein.
- (d) "CONTRACT PRICE" means the sum or sums or unit prices to be ascertained and paid in accordance with the provisions of the CONTRACT.
- (e) "CONTRACT HOLDER" means the person appointed as such by the COMPANY and named as such in the CONTRACT, having the authorities set forth in the Clause headed REPRESENTATIVES OF THE COMPANY.
- (f) "COMPANY REPRESENTATIVE and/or COMPANY SITE REPRESENTATIVE(S)" means the person(s) appointed as such in writing by the CONTRACT HOLDER having the authorities set forth in the Clause headed REPRESENTATIVES OF THE COMPANY.
- (g) "CONTRACT MANAGER" means the person appointed as such by the CONTRACTOR and named as such in the CONTRACT, having the authorities set forth in the Clause headed REPRESENTATIVES OF THE CONTRACTOR.
- (h) "CONTRACTOR REPRESENTATIVE and/or CONTRACTOR SITE REPRESENTATIVE" means the person(s) appointed as such in writing by the CONTRACT MANAGER having the responsibilities and authorities set forth in the Clause headed REPRESENTATIVES OF THE CONTRACTOR.
- (i) "EQUIPMENT" means any consumables, equipment, facilities, implements, plant, sanitary facilities, supplies, temporary buildings or structures, tools, transport, utilities, watercrafts or other items required or necessary for the satisfactory performance of the WORK but excludes MATERIALS.
- (j) "HSE" means Health, Safety and Environment.
- (k) "HSE STANDARDS" means any safety laws, rules, regulations and any COMPANY HSE STANDARDS, industry standards, codes of practice and equipment manufacturers specifications applicable to the WORK and any revision thereof.
- (l) "COMPANY HSE STANDARDS" means those documented HSE Standards referred to in the current COMPANY HSE STANDARDS Master Index (Document Reference TMS0434) and detailed both in that Master Index and the associated modules.
- (m) "MATERIALS" means any goods, machinery, materials, consumables and other items to be incorporated or intended to be incorporated into the WORK.
- (n) "PERSONNEL" means the person or persons provided by the CONTRACTOR under the CONTRACT.
- (o) "SUBCONTRACT" means any contract between the CONTRACTOR and any party (other than the COMPANY or the CONTRACTOR'S employees) for the performance of any part of the WORK.
- (p) "SUBCONTRACTOR" means any party (other than the CONTRACTOR) to a SUBCONTRACT approved by the COMPANY.
- (q) "VEHICLE" means the unit of transportation provided by the CONTRACTOR in accordance with the requirements of the CONTRACT as more specifically described in SECTION 5 hereto.
- (r) "VARIATION" means any alteration to the WORK of a type specified in Clause headed VARIATION in the CONTRACT.

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- (s) "WORK" means all work or services to be performed by the CONTRACTOR in accordance with the CONTRACT.
- (t) "WORKSITE" means all places whatsoever on, under, in or through which the WORK is to be performed in accordance with the CONTRACT or which are provided to facilitate the performance of the WORK.
- (u) "ACCEPTANCE CERTIFICATE" means a signed statement by the COMPANY and CONTRACTOR in acknowledgment of the supply and receipt of a VEHICLE provided by the CONTRACTOR in accordance with the CONTRACT for the particular period of time as stated therein.
- (v) COMPANY AUTHORISED DRIVERS - means any driver authorised or permitted by the COMPANY including but not limited to COMPANY's and its ASSOCIATES' employees, their spouses and other contractor's employees. As used therein, "other Contractor" shall mean the COMPANY or its ASSOCIATES other contractors or their respective sub-contractors.

2. INTERPRETATION OF THE CONTRACT

- (1) No heading, index, title, subtitle or subheading of the CONTRACT shall limit, alter or affect the meaning or operation of the CONTRACT.
- (2) All correspondence, documentation and discussion with respect to the CONTRACT and the WORK shall be in the English language.
- (3) All instructions, notifications, agreements, authorisations, approvals and acknowledgments shall be in writing, which may be by telex or facsimile transfer. Any facsimile transfer shall be confirmed forthwith by dispatch of the original correspondence in letter form.
- (4) No review, approval or acknowledgment by the COMPANY shall relieve the CONTRACTOR from any liability or obligation under the CONTRACT.
- (5) Words importing the singular only also include the plural and vice versa where the context so requires.

3. REPRESENTATIVES OF THE COMPANY

- (1) The CONTRACT HOLDER shall have the authority to supervise the management and execution of the CONTRACT by the CONTRACTOR, to supervise the CONTRACTOR on WORKSITE, to issue instructions, drawings, Variations to Contract and certificates within the terms of the CONTRACT, to appoint a COMPANY REPRESENTATIVE and/or COMPANY SITE REPRESENTATIVE(S) and to generally represent the COMPANY in respect of the CONTRACT. All such instructions, decisions and other communications given by the CONTRACT HOLDER shall bind the COMPANY.
- (2) The CONTRACT HOLDER shall periodically, and at such other times as the CONTRACT MANAGER may request, review the management and execution of the CONTRACT with the CONTRACT MANAGER.
- (3) The CONTRACT HOLDER may appoint a COMPANY REPRESENTATIVE who shall have the delegated authority to supervise the CONTRACTOR on WORKSITE and to issue instructions, drawings, Variations to Contract and certificates related to the WORK on WORKSITE. The CONTRACT HOLDER shall notify the CONTRACT MANAGER in writing of the appointment of the COMPANY REPRESENTATIVE.
- (4) The CONTRACT HOLDER may, in addition to or instead of appointing a COMPANY REPRESENTATIVE, appoint a COMPANY SITE REPRESENTATIVE who shall have the day-to-day supervision of the CONTRACTOR on WORKSITE or if the WORK is carried out in more than one area or place, the day-to-day supervision of the CONTRACTOR in any such area or place. The CONTRACT HOLDER shall notify the CONTRACT MANAGER in writing of the appointment of the COMPANY SITE REPRESENTATIVE(S)

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and, where applicable, of the designated area or place. The COMPANY SITE REPRESENTATIVE(S) shall have the authority to issue instruction to the CONTRACTOR but not the authority to issue drawings, Variations to Contract, certificates or to commit the COMPANY in any other way to anything involving extra payment to the CONTRACTOR.

- (5) The CONTRACT HOLDER, the COMPANY REPRESENTATIVE and the COMPANY SITE REPRESENTATIVE(S) shall at all times have access to the WORKSITE and all other places in and outside Brunei where activities related to the CONTRACT are or will be undertaken and the CONTRACTOR shall afford every facility and assistance in gaining such access.
- (6) The COMPANY shall have the right to replace the CONTRACT HOLDER and the CONTRACT HOLDER shall have the right to replace the COMPANY REPRESENTATIVE and the COMPANY SITE REPRESENTATIVE(S) at any time at their sole discretion and they shall notify the CONTRACT MANAGER accordingly, in writing.
- (7) The supervision, inspections, acts or omissions of the CONTRACT HOLDER, the COMPANY REPRESENTATIVE, the COMPANY SITE REPRESENTATIVE(S) shall not in any manner relieve the CONTRACTOR from his duties, obligations and liabilities under the CONTRACT.
- (8) Only the CONTRACT HOLDER and the COMPANY REPRESENTATIVE are authorised to receive on behalf of the COMPANY, notifications, information and decisions of the CONTRACTOR under the CONTRACT.
- (9) Instructions, information and decisions from anyone other than the CONTRACT HOLDER, the COMPANY REPRESENTATIVE or COMPANY SITE REPRESENTATIVE(S) acting within the terms of their respective delegated authority shall have no contractual force or validity even if they are written on COMPANY headed note paper.

4. REPRESENTATIVES OF THE CONTRACTOR

- (1) The CONTRACT MANAGER shall manage the execution of the CONTRACT, supervise the WORK on WORKSITE and have the authority to commit the CONTRACTOR to any course of action within the rights and obligations of the CONTRACTOR under the CONTRACT and to generally represent the CONTRACTOR in respect of the CONTRACT.
- (2) The CONTRACT MANAGER shall notify the COMPANY of all decisions of the CONTRACTOR under the CONTRACT. All decisions notified by the CONTRACT MANAGER to the COMPANY shall for the purpose of the CONTRACT constitute acts of the CONTRACTOR and shall bind the CONTRACTOR.
- (3) The CONTRACT MANAGER shall periodically, and at such other times as the CONTRACT HOLDER may request, review the management and execution of the CONTRACT with the CONTRACT HOLDER.
- (4) The CONTRACT MANAGER may delegate to a CONTRACTOR REPRESENTATIVE the supervision of the WORK on the WORKSITE. The CONTRACTOR REPRESENTATIVE shall have the authority to commit the CONTRACTOR to any course within the rights and obligations of the CONTRACTOR related to the WORK carried out under his supervision.
- (5) The CONTRACT MANAGER may, in addition or instead of appointing a CONTRACTOR REPRESENTATIVE, delegate to a CONTRACTOR SITE REPRESENTATIVE the day-to-day supervision of the WORK on WORKSITE or, if the WORK is carried out in more than one area or place, the day-to-day supervision of the WORK in any such area or place. The CONTRACTOR SITE REPRESENTATIVE(S) shall have the authority to commit the CONTRACTOR to any course of action within the rights and obligations of the CONTRACTOR related to the WORK carried out under their supervision.
- (6) The CONTRACTOR REPRESENTATIVE and CONTRACTOR SITE REPRESENTATIVE(S) shall not be appointed and neither they nor the CONTRACT

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MANAGER shall be replaced without the prior written agreement of the CONTRACT HOLDER, which shall not be unreasonably withheld.

- (7) The CONTRACT MANAGER, the CONTRACTOR REPRESENTATIVE or the CONTRACTOR SITE REPRESENTATIVE(S) may be replaced at COMPANY'S sole reasonable discretion and at CONTRACTOR'S cost.
- (8) The CONTRACT MANAGER or the CONTRACTOR REPRESENTATIVE may receive, on behalf of the CONTRACTOR, notifications, information and decisions of the COMPANY made under the CONTRACT and notification to the CONTRACT MANAGER or the CONTRACTOR REPRESENTATIVE shall be deemed to be notification to the CONTRACTOR.
- (9) The CONTRACT MANAGER, the CONTRACTOR REPRESENTATIVE and the CONTRACTOR SITE REPRESENTATIVE(S) shall have such knowledge of the English, Malay and such other language as may be required for the fulfillment of their duties.

5. THE WORK

- (1) The CONTRACTOR shall comply with all instructions with regard to the WORK that the COMPANY in its absolute discretion may from time to time issue. The CONTRACTOR shall perform the WORK in accordance with the requirements of the CONTRACT, in accordance with the best industry standards, in compliance with all relevant laws and regulations, and in such a manner as will always safeguard and protect the COMPANY'S interests.
- (2) The CONTRACTOR shall provide all MATERIALS, EQUIPMENT, PERSONNEL, supervision, engineering and other services and all other things required or necessary for the satisfactory performance and completion of the WORK except those items specified in SECTION 6 – PROVISIONS BY COMPANY AND CONTRACTOR as items to be provided by the COMPANY.
- (3) The CONTRACTOR shall be responsible for the timely provision of all matters referred to in sub-clause (2) herein including the timely ordering and delivery of all MATERIALS and EQUIPMENT to be provided by the CONTRACTOR and for the timely call off of the COMPANY supplied MATERIALS and EQUIPMENT (in accordance with procedures set out in the CONTRACT) in order to ensure that performance of the WORK is not delayed or impeded.
- (4) If by reason of any accident or failure or other event occurring to or in connection with the WORK or any part thereof any emergency remedial or other work or repair is in the opinion of the COMPANY urgently necessary for security, safety or for any other purpose which justifies immediate action, then as soon as may be reasonably practicable after such occurrence the COMPANY shall notify the CONTRACTOR to that effect. Where practicable the CONTRACTOR shall be given an opportunity to perform such work but where the CONTRACTOR is unable or is unwilling to perform that work forthwith then the COMPANY may carry out all work or repair by itself or allocate to other Contractors with or without existing Contract with the COMPANY as the COMPANY considers necessary. The COMPANY shall be entitled to recover from the CONTRACTOR all costs incurred by the COMPANY in so doing and shall adjust the CONTRACT PRICE and/or the COMPLETION DATE at COMPANY'S sole reasonable discretion.
- (5) Without prejudice to the CONTRACTOR'S other obligations with respect to MATERIALS under the CONTRACT, the CONTRACTOR shall ensure that all MATERIALS shall, when installed, be new and unused, of correct design and workmanship, within the specifications, or if no such specifications exist, fully suitable for the use intended and the CONTRACTOR shall obtain in the name of the COMPANY the best obtainable suitable guarantees and warranties for MATERIALS provided by the CONTRACTOR in this respect from their suppliers, valid for a period which shall at least be compatible with the requirements of Clause headed RESPONSIBILITY FOR THE WORK.

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The foregoing does not relieve the CONTRACTOR of any of its obligations under Clause headed RESPONSIBILITY FOR THE WORK.

- (6) The CONTRACTOR shall use and shall cause any SUBCONTRACTOR to use such EQUIPMENT as will be adequate, in quality and number, to carry out the WORK in accordance with the CONTRACT. The CONTRACTOR shall maintain and operate all EQUIPMENT strictly in accordance with the manufacturer's printed instructions. The COMPANY shall have the right to inspect all EQUIPMENT records.

If, in the opinion of the COMPANY any item of EQUIPMENT is not or is no longer suitable for the purpose intended, then the CONTRACTOR shall at no additional cost to the COMPANY and at the option of the COMPANY, either make adequate repairs or arrange for immediate replacement.

If, in the opinion of the COMPANY the number of items of EQUIPMENT is inadequate, then the CONTRACTOR shall provide the necessary additional EQUIPMENT at no cost to the COMPANY to ensure timely completion of the WORK.

(7) Non-Exclusivity

(a) The CONTRACT shall not confer on the CONTRACTOR an exclusive right to provide any or all of the WORK described in SECTION 4 – SCOPE OF WORK.

(b) The COMPANY shall have the right at its sole discretion to award contracts to others for the provision of the WORK described in SECTION 4 – SCOPE OF WORK, or to perform the WORK itself.

- (8) Save as provided elsewhere in the CONTRACT, in the event that the rate of progress of the WORK or any part of it is at any time, in the opinion of the COMPANY, too slow to ensure completion by the COMPLETION DATE then (without prejudice to any other rights and remedies of the COMPANY), the COMPANY may require the CONTRACTOR, and the CONTRACTOR shall take immediate steps at its own cost, to expedite progress of the WORK (including without limitation working overtime or using additional personnel or additional or better EQUIPMENT on the WORK) so as to ensure completion of the WORK by the COMPLETION DATE.

(9) Obligations Regarding Vehicles

(a) The CONTRACTOR shall keep at all times the documentation in its possession concerning the CONTRACT and shall protect the same against loss or damage. In the event of such loss or damage the CONTRACTOR shall at its own cost provide replacement documentation as soon as possible. The CONTRACTOR shall give the COMPANY access at any reasonable time to all documentation held or produced by the CONTRACTOR in connection with the WORK and shall procure that similar access is given when any part of the WORK is performed by any subcontractor.

(b) The CONTRACTOR shall be responsible for ensuring that all aspects of the WORK provided to the COMPANY under the CONTRACT conform with the laws of Negara Brunei Darussalam. This will include the registration, licensing, certification and marking of all VEHICLES as required by the laws of Negara Brunei Darussalam in general and in particular, complying with the requirements of the Road Traffic Enactment 1954 or any subsequent amendments. The CONTRACTOR shall produce evidence of such registration, licensing or certification at the commencement of the CONTRACT, and if requested by the COMPANY, at any time during the CONTRACT period.

(c) An ACCEPTANCE CERTIFICATE (see Appendix to SECTION 7 – JOB INSTRUCTIONS) shall be signed by the COMPANY prior to acceptance by the COMPANY of any VEHICLE provided by the CONTRACTOR under this CONTRACT.

(d) The CONTRACTOR shall deliver each VEHICLE supplied under the CONTRACT in a safe and sound mechanical conditions as originally supplied to the COMPANY in accordance with the requirements of SECTION 5 – SPECIFICATIONS AND DRAWINGS and maintain the VEHICLE in such condition throughout the period of

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each ACCEPTANCE CERTIFICATE. The CONTRACTOR shall maintain records of renewal dates of the Road Tax Licence and ensure that such renewals are made in a timely manner so that VEHICLES are always available to the COMPANY throughout the period of any ACCEPTANCE CERTIFICATE.

- (e) Each VEHICLE provided by the CONTRACTOR under the CONTRACT shall be inspected/maintained on a monthly basis. For the purpose of carrying out the monthly VEHICLES inspection/maintenance, the CONTRACTOR shall collect each VEHICLE from the COMPANY and retain it for so long as the CONTRACTOR requires to carry out inspection/maintenance up to a maximum of twenty four (24) consecutive hours per calendar month. Washing, cleaning and polishing of the VEHICLE shall be considered as part of monthly inspection/maintenance and this shall be carried out in the CONTRACTOR's workshop. After inspection/maintenance, the CONTRACTOR shall re deliver the VEHICLE to the COMPANY.
- (f) The inspection/maintenance obligations defined in this Clause shall include the CONTRACTOR's use of original manufacturer's spare parts or replacement parts (i.e. tyres, timing belts, clutch plates, spark plugs, filters, fluids etc.) as initially fitted to the VEHICLES in order to maintain the safety, soundness and original supplied condition, of the VEHICLES. The CONTRACTOR shall, as part of the monthly inspection/maintenance programme, add a COMPANY approved windscreen cleaning solvent to the washer reservoir and replace any worn or damaged windscreen wiper blades.
- (g) VEHICLES allocated by the COMPANY outside the Kuala Belait/Seria area are to be collected by the CONTRACTOR and taken to the Transport Services Yard for a pre-service inspection. After the pre-service inspection, the CONTRACTOR shall return the VEHICLES to its workshop for inspection/maintenance. After inspection/maintenance the CONTRACTOR shall return the VEHICLES to the Transport Services Yard for a post-service inspection after which the CONTRACTOR shall redeliver such VEHICLES to the area initially allocated by the COMPANY.
- (h) New tyres shall be supplied by the CONTRACTOR when the tyres have been damaged or worn down to an unacceptable level (2 mm tread).
- (i) The COMPANY will not obliged to accept initial delivery or redelivery of any VEHICLE which in the opinion of the COMPANY is in an unsafe or unsound mechanical conditions.
- (j) The VEHICLES shall be maintained by the CONTRACTOR in accordance with the manufacturers schedule. A mutually convenient and regular maintenance timetable integrated with the monthly inspection/maintenance programme shall be agreed between the COMPANY and the CONTRACTOR. Apart from the COMPANY'S urgent operational requirements, both parties shall adhere to this timetable. The CONTRACTOR shall keep a detailed maintenance history record for each VEHICLE comprising an entry for each service or repair and the odometer reading. The CONTRACTOR shall maintain at all times during the CONTRACT PERIOD, and any extensions thereto, an adequate stock of manufacturer recommended spare parts for the VEHICLE.
- (j) Should a VEHICLE break down or be involved in an accident, it is the CONTRACTOR's responsibility to remove the VEHICLE from the spot, recover the VEHICLE and immediately effect repairs. After repair the VEHICLE shall be returned to the COMPANY'S Transport Services Yard for acceptance by the COMPANY. Such VEHICLE shall be off-hire from the time the break down or accident occurs until repairs have been effected and such VEHICLE is accepted by the COMPANY.
- (l) The CONTRACTOR shall verbally inform the COMPANY should the VEHICLE breaks down or be involved in an accident which the cause is attributable to inadequate maintenance of the VEHICLES, the CONTRACTOR shall repair the

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- VEHICLE at its own expense and also provide an alternative vehicle under the normal leasing conditions.
- (m) Should the VEHICLE be involved in an accident which results in a total loss of the VEHICLE, no further payment shall be made by the COMPANY in respect of such VEHICLE.
 - (n) In the event of an accident when an Accident Report is lodged, the CONTRACTOR shall hand a copy of the Insurance policy of the VEHICLES to the police station concerned.
 - (o) The CONTRACTOR shall arrange for the collection of its VEHICLES upon expiry date of each ACCEPTANCE CERTIFICATE.
 - (p) The renewal of road tax display disc and a copy of insurance certificate shall be made available to the COMPANY ten (10) days prior to expiry.
 - (p) The CONTRACTOR shall effect immediate payment of any parking fines. However, the COMPANY shall not reimburse the CONTRACTOR for any fines incurred as a result of late payment by the CONTRACTOR or during the periods when VEHICLES are in CONTRACTOR's possession.
 - (q) When a VEHICLE is not available to the COMPANY during the period of a ACCEPTANCE CERTIFICATE, as a result of the CONTRACTOR not complying with the terms and conditions of the CONTRACT, then such VEHICLE shall be off-hire. The COMPANY may hire from another party a replacement VEHICLE until such time when the CONTRACTOR's VEHICLE is again available to the COMPANY. All such cost incurred by the COMPANY shall be for the CONTRACTOR's account including a COMPANY overhead fee of 10% over the total amount.
 - (r) The COMPANY shall provide all necessary commercial fuel whilst the VEHICLES are in the possession and custody of the COMPANY.
 - (s) The CONTRACTOR shall use and supply at its cost only the products of Companies of the Royal Dutch/Shell Group in the maintenance of the VEHICLES.
 - (u) The COMPANY reserves the right to install VHF radios, aerial and mobile telephones in selected VEHICLES. The CONTRACTOR shall assist and allow the COMPANY to do minor modification to VEHICLES (e.g. drilling of holes and fixing screws). The COMPANY undertakes to minimise the extent of modification.

6. THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM ITSELF

- (1) The CONTRACTOR warrants that it has satisfied itself as to the nature of the WORK, including but not limited to the supervision, services and all labour, MATERIALS and EQUIPMENT required for the performance of the WORK, the correctness and sufficiency of the rates and prices stated in SECTION 8 – SCHEDULE OF PRICES, general and local conditions especially ground, climatic, sea, other water and weather conditions and all other matters which could affect the progress or performance of the WORK. Any failure by the CONTRACTOR to take account of matters which affect the WORK shall not relieve the CONTRACTOR from its obligations under the CONTRACT, nor entitle it to claim against the COMPANY.
- (2) The COMPANY shall not be liable for any inaccuracy or insufficiency in the information available or used by the CONTRACTOR which directly affects the performance of the WORK save for any confidential information that is supplied by the COMPANY under the CONTRACT and it is impracticable for the CONTRACTOR to check such information and which the CONTRACTOR is not required under SECTION 4 – SCOPE OF WORK to check.
- (3) The CONTRACTOR assumes all responsibility for WORK performed by the CONTRACTOR including WORK based upon data and information not contained in the CONTRACT.

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7. THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THE COMPANY

- (1) The CONTRACTOR shall notify the COMPANY as soon as possible of all things in the CONTRACT which in the opinion of the CONTRACTOR appear to be deficiencies or omissions or contradictions or ambiguities or conflicts with applicable law. The COMPANY shall review and issue instructions, if any, before the CONTRACTOR proceeds with any part of the WORK affected.
- (2) The CONTRACTOR shall notify the COMPANY immediately whenever accidents, incidents or near miss incidents occur. The CONTRACTOR shall also notify the COMPANY of any other incidents arising out of the performance of the CONTRACT which may affect the interests or other operations of the COMPANY, its ASSOCIATES or third parties.
- (3) The CONTRACTOR shall notify the COMPANY immediately of any impending or actual stoppages of WORK, industrial disputes or other matters affecting or likely to affect the performance of the CONTRACT or lead to a delay in the time schedule referred to in Clause headed SCHEDULING.
- (4) The CONTRACTOR shall keep the COMPANY fully informed of the progress of the WORK and shall comply with the reporting requirements set out in the CONTRACT.

8. USE OF SHELL PRODUCTS

- (1) The CONTRACTOR shall use or cause to be used only "Shell" fuels and lubricants and other "Shell" products in connection with the performance of the WORK to the extent that these are readily available and at prices and conditions generally competitive with other brands. The CONTRACTOR shall notify and seek COMPANY approval prior to purchasing other brands.
- (2) The CONTRACTOR may use other lubricants where these are specified by particular equipment and machinery manufacturers.

9. SUBCONTRACTS

- (1) The CONTRACTOR shall ensure that the rights of the COMPANY and the requirements in the CONTRACT regarding SUBCONTRACTORS are effectively provided for in any SUBCONTRACT.
- (2) The CONTRACTOR shall not subcontract the whole or the majority of the WORK but where a SUBCONTRACT is provided for in the CONTRACT or where the CONTRACTOR wishes to enter into a SUBCONTRACT, then before the CONTRACTOR enters into any SUBCONTRACT, the COMPANY shall be given an adequate opportunity to review the form of the SUBCONTRACT, the choice of the SUBCONTRACTOR, the part of the WORK which shall be covered under the SUBCONTRACT, and any other details the COMPANY shall request or specify. The CONTRACTOR shall not enter into the proposed SUBCONTRACT until the requirements of this Clause have been met and until the COMPANY has given its written consent to the proposed SUBCONTRACT.
- (3) No SUBCONTRACT shall bind or purport to bind the COMPANY and each SUBCONTRACT shall provide for its immediate termination in the event of termination of the CONTRACT or suspension in the event of suspension of the WORK. Each SUBCONTRACT shall provide that it shall be assigned to the COMPANY or its nominee if the COMPANY gives written notice to the SUBCONTRACTOR that it requires such an assignment if the COMPANY terminates the CONTRACT. Unless such an assignment takes place the SUBCONTRACTOR shall only be responsible to the CONTRACTOR, who shall in turn be responsible to the COMPANY.

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- (4) The CONTRACTOR shall be responsible for all work, acts, defaults and breaches of duty of any SUBCONTRACTOR or its employees or agents as fully as if they were the work, acts, defaults or breaches of duty of the CONTRACTOR.
 - (5) Where applicable the CONTRACTOR shall ensure that appropriate Brunei organisations and suppliers are given full and fair opportunity to tender for the supply of goods and services.
- (6) The CONTRACTOR agrees that it shall furnish to the COMPANY, if requested, satisfactory evidence that all SUBCONTRACTORS (including suppliers to the CONTRACTOR) have been paid on time and in full for work done or goods supplied in connection with the performance of the WORK. If such satisfactory evidence is not supplied then the COMPANY shall not be bound to make any further payment to the CONTRACTOR for that part of the WORK until it is supplied.
- (7) Furthermore the COMPANY may deduct from payments due to CONTRACTOR the amount not paid to such SUBCONTRACTORS, and may then make such payment directly to such SUBCONTRACTORS. Such direct payment to SUBCONTRACTORS shall be deemed to be payment under the CONTRACT and the CONTRACTOR shall have no further entitlement to such amount.
- (8) Nominated Subcontractor
 - (a) The COMPANY may request the CONTRACTOR to enter into SUBCONTRACTS with SUBCONTRACTORS nominated by the COMPANY. The CONTRACTOR shall not be bound to enter into a SUBCONTRACT with such a nominated SUBCONTRACTOR if the CONTRACTOR has reasonable objection to the nomination. The COMPANY shall in that event provide another nominated SUBCONTRACTOR and the CONTRACTOR shall have the same right to raise reasonable objection or the CONTRACTOR may nominate a subcontractor acceptable to the COMPANY.
 - (b) The CONTRACTOR shall be responsible for finding another SUBCONTRACTOR that is acceptable to the COMPANY if any nominated SUBCONTRACTOR fails either totally or partially to perform any SUBCONTRACT. The COMPANY shall only pay to the CONTRACTOR what it would have been bound to pay had such nominated SUBCONTRACTOR correctly performed the SUBCONTRACT in question. Any additional costs incurred by the CONTRACTOR arising from the removal or replacement of any nominated SUBCONTRACTOR and/or in having the relevant activities performed by another shall be for the account of the CONTRACTOR.

10. PERSONNEL OF THE CONTRACTOR AND SUBCONTRACTORS

- (1) The CONTRACTOR warrants that it has and shall throughout the CONTRACT have the experience and capability including sufficient and competent supervisors and other PERSONNEL to efficiently and expeditiously perform the WORK. If in the opinion of the COMPANY there is any inadequacy in the number or competence of persons engaged in performing the WORK, then the CONTRACTOR shall on request, at no extra cost to the COMPANY, provide additional or alternative competent persons.
- (2) The CONTRACTOR further warrants that it shall ensure that any persons designated as "Key Personnel" in the CONTRACT shall not be replaced without the prior written approval of the COMPANY. In order to ensure that the continuity of the WORK is maintained, the approved successor shall work alongside the replaced Key Personnel for a reasonable handover period, at no cost to the COMPANY.
- (3) All supervisory PERSONNEL of the CONTRACTOR and any SUBCONTRACTOR shall be able to read, write and communicate in English and shall be able to directly communicate fluently in the language of the PERSONNEL they are supervising. Where all supervised PERSONNEL do not speak a common language there shall be sufficient

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supervisory PERSONNEL at all WORKSITES at all times to be able to communicate directly with all supervised PERSONNEL.

- (4) The CONTRACTOR shall comply with all applicable laws, rules and regulations relating to the engagement of PERSONNEL, local or otherwise, for their transport, housing, maintenance, payment of wages, board and lodging.
- (5) The CONTRACTOR shall at its own cost forthwith replace any of its PERSONNEL or agents or any SUBCONTRACTOR or procure the replacement of any person employed by any SUBCONTRACTOR if the aforesaid person failed to comply with the COMPANY'S safety or other rules or regulations or if the COMPANY in its sole discretion considers it to be in its best interests to do so.
- (6) The CONTRACTOR shall ensure that all PERSONNEL of the CONTRACTOR and any SUBCONTRACTOR engaged on the CONTRACT comply with all relevant labour and immigration laws, rules and regulations and where required are in possession of a valid work permit and appropriate vaccination certificates for the duration of the CONTRACT. Details of such work permits shall, if the COMPANY so requests, be submitted to the COMPANY prior to the person being engaged on the WORK.
- (7) The CONTRACTOR shall ensure that all its PERSONNEL or agents (including those of its SUBCONTRACTORS) have successfully completed a medical examination before they shall be employed under the CONTRACT. In addition, particular screening shall be conducted on those employees or agents (including those of its SUBCONTRACTORS) who shall be involved in specific occupational health hazards. The COMPANY shall have the right during the course of the CONTRACT to require the removal of any CONTRACTOR PERSONNEL who is diagnosed to be suffering from any communicable and/or contagious diseases and the CONTRACTOR shall provide suitable replacement PERSONNEL (such PERSONNEL shall be required to undergo and pass a similar medical examination) at the CONTRACTOR'S expense.

The CONTRACTOR shall forthwith, upon written request by COMPANY, deliver to COMPANY'S Chief Medical Officer results of such medical examination of any of the CONTRACTOR'S PERSONNEL or agents (including those of its SUBCONTRACTORS)

- (8) The CONTRACTOR warrants that any major new work, whether said work is related to a new or an existing contract, will not adversely affect the CONTRACTOR'S allocation of its own fully qualified and experienced personnel and other resources necessary to carry out the WORK in accordance with the requirements of the CONTRACT.
- (9) The COMPANY shall have the right to require the CONTRACTOR in writing to remove any PERSONNEL or agent of either the CONTRACTOR or its SUBCONTRACTOR from any location of the COMPANY or from any site where WORK are being performed without the COMPANY offering any reason for the request providing that such right is not exercised frivolously or vexatiously. The PERSONNEL or agent shall be removed forthwith and shall not be employed on any other contract between the CONTRACTOR and the COMPANY or sited in any location or premises of the COMPANY without the prior written approval of the COMPANY. The COMPANY shall give the CONTRACTOR the opportunity to make representations to cancel the removal but only after such removal has been effected. A request by the COMPANY for the removal of PERSONNEL or agents of either the CONTRACTOR or its SUBCONTRACTOR shall not itself give rise to disciplinary action against such persons. Within 24 (twenty four) hours or such longer time as agreed between the COMPANY and CONTRACTOR to be practical, those persons who have been removed from the WORK shall be replaced, if the COMPANY so requires, by other similar and suitably qualified persons acceptable to the COMPANY. All costs incurred in the removal of any person shall be for the sole account of the CONTRACTOR.
- (10) The CONTRACTOR agrees that upon request it shall furnish to the COMPANY as soon as possible, satisfactory evidence that the CONTRACTOR'S PERSONNEL who are engaged in the WORK have been paid on time and in full for their wages and for any other payments required by law to be paid to them. In the event that the CONTRACTOR does not provide such evidence, the COMPANY may make such payments directly to such PERSONNEL or to any persons on their behalf or withhold such amounts that COMPANY

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deems appropriate until COMPANY receives evidence that payment of wages has been made to the CONTRACTOR's PERSONNEL. Any such payments made by the COMPANY shall be deemed to be payments to the CONTRACTOR under the CONTRACT and the CONTRACTOR shall have no further entitlement to any amounts so paid.

- (11) In the event the CONTRACTOR fails/had failed to pay its employees for their wages in full or for any other payments required by law to be paid to them, the COMPANY at its sole discretion shall have the right to terminate the CONTRACT.
- (12) Unprofessional Conduct
 - (a) Notwithstanding any other provisions in the CONTRACT, CONTRACTOR warrants that any personnel employed or engaged otherwise by the CONTRACTOR to perform any task in connection with the WORK shall carry out their duties in accordance with good and generally acceptable practices and procedures of their trade or profession and in accordance with the professional and ethical standards of that trade or profession.
 - (b) In the event that the CONTRACTOR or its personnel or any other person engaged by the CONTRACTOR to perform tasks in connection with the WORK, in the reasonable opinion of the COMPANY act in contravention of sub-clause (12) herein, such act(s) shall constitute breach of CONTRACT by the CONTRACTOR, and without prejudice to any other remedies which COMPANY may have under the provisions of the CONTRACT, COMPANY shall be entitled to terminate the CONTRACT summarily without notice or compensation to CONTRACTOR.

11. COOPERATION WITH OTHERS

- (1) The CONTRACTOR shall co-operate fully with the COMPANY and other contractors of the COMPANY and shall afford them reasonable access to the WORKSITE in order to perform work under other contracts with the COMPANY.

12. VARIATION

- (1) The COMPANY shall issue a VARIATION whenever it is required to do so by any other clause in SECTION 3 – GENERAL CONDITIONS OF CONTRACT.

In addition the COMPANY may by issuing a VARIATION at any time during the period of the CONTRACT order any change in the form, quality or quantity of the WORK which the COMPANY wishes to make.
- (2) The following shall not be VARIATIONS:

Instructions, interpretations or decisions or acts of the COMPANY which are:

 - (a) to achieve compliance with the CONTRACT by the CONTRACTOR, or
 - (b) to require the CONTRACTOR to correct errors, omissions, poor engineering, defective workmanship or any other failure of the CONTRACTOR to comply with the CONTRACT, or
 - (c) to avoid failure by the CONTRACTOR to achieve compliance with the CONTRACT
- (3) The COMPLETION DATE shall be subject to adjustment only as a result of a VARIATION.
- (4) A VARIATION shall in no way affect the rights or obligations of the parties except as expressly provided for in that VARIATION. Any VARIATION shall be governed by all the provisions of the CONTRACT.
- (5) If the CONTRACTOR considers that an occurrence has taken place that should give rise to a VARIATION or considers that any instruction, interpretation, decision or act of the COMPANY should give rise to a VARIATION, then the CONTRACTOR shall request immediately in writing that the COMPANY shall issue a VARIATION in respect of such

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claim. If the CONTRACTOR does not request a VARIATION within 28 (twenty-eight) days of the said occurrence, instruction, interpretation, decision or act then the COMPANY shall be released and discharged from all liability arising from or in connection with the said occurrence, instruction, interpretation, decision or act and the claim in question shall be deemed to be time-barred. The CONTRACTOR shall make such a request at the earliest practicable time before proceeding with any WORK affected. The COMPANY shall then notify the CONTRACTOR within 14 (fourteen) days of receipt of such a request whether he thinks the said occurrence, instruction, interpretation, decision or act does or does not justify a VARIATION.

The CONTRACTOR shall keep and maintain and cause any SUBCONTRACTOR to keep and maintain full records relating to any such claim and necessary to support such claim, and shall keep the COMPANY informed of outstanding claims on a monthly basis.

- (6) The cost of any VARIATION issued by the COMPANY under Clause 12(1) herein shall be valued at the rates set out in SECTION 8 – SCHEDULE OF PRICES; or in accordance with the star rates clause as applicable or in the absence of any applicable rates or star rate clause, at such rates as may be agreed in writing between the COMPANY and the CONTRACTOR; or failing such an agreement, at such rates as may be provisionally determined by the COMPANY pending the appointment and decision of a mutually acceptable expert.

13. INSPECTION AND TESTING

- (1) The provisions of this Clause are in addition to and without prejudice to any more detailed provisions for inspection and/or testing contained or referred to in the CONTRACT.
- (2) In order to confirm that the requirements of the CONTRACT are met the COMPANY shall have the right, but not the obligation, at all times to inspect and test all EQUIPMENT, MATERIALS and VEHICLES provided and all WORK or services or documentation relating thereto performed by the CONTRACTOR or any SUBCONTRACTOR.
- (3) The CONTRACTOR, at its cost, shall carry out such inspection or tests on any EQUIPMENT, MATERIALS or VEHICLES provided by the CONTRACTOR or on any part of the WORK as the COMPANY may from time to time require and the COMPANY shall have the right to witness and verify any such inspection and/or tests. The CONTRACTOR shall give the COMPANY such period of prior notice of any such inspections and/or tests as is specified in the CONTRACT and in the event that no period is specified not less than forty eight (48) hours notice shall be given.
- (4) No failure on the part of the COMPANY to inspect, witness or test the WORK nor failure to discover defects nor failure to reject WORK performed by the CONTRACTOR which is not in accordance with the CONTRACT shall relieve the CONTRACTOR from any liability or obligation under the CONTRACT.

14. SCHEDULING

- (1) The CONTRACTOR shall be responsible at all times for scheduling, progress reporting, forecasting and independently controlling progress to achieve the expeditious and efficient performance of the WORK in accordance with the CONTRACT.
- (2) Not later than 1 (one) week (unless the CONTRACT otherwise provides) before the date for commencement of the WORK the CONTRACTOR shall, after close consultation with the COMPANY, produce a programme for the WORK. This programme shall be revised by the CONTRACTOR from time to time at the COMPANY'S request, or as may be necessary to take account of any VARIATIONS.
- (3) The CONTRACTOR shall obtain prior approval from the COMPANY on the current programme prepared by the CONTRACTOR for the WORK before it is implemented.

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- (4) Where applicable, the COMPANY shall, in consultation with the CONTRACTOR, produce a programme for the WORK and shall revise it from time to time as circumstances require or as may be necessary to take account of any VARIATIONS.

15. **FORCE MAJEURE**

- (1) Neither party shall be liable for any failure to perform any obligation under the CONTRACT to the extent to which performance is prevented, hindered or delayed by a force majeure occurrence. A force majeure occurrence shall mean an occurrence beyond the control and without the aid or fault or negligence, or dilatory action, or inaction of the party affected and which by the exercise of reasonable diligence the said party is unable to prevent or provide against, including without limiting the generality of the foregoing, war (declared or undeclared), insurrection, acts of terrorism, acts or orders of governments or governmental bodies (including legislative bodies, Local and Port Authorities) subsequent to the commencement date, maritime disasters, boycotts or strikes other than strikes limited to the workforce of, or provided by, the CONTRACTOR and/or SUBCONTRACTORS.

A force majeure occurrence shall not include the following:

- (a) breakdown of any item of EQUIPMENT used by the CONTRACTOR or any SUBCONTRACTOR;
 - (b) contractual commitment made by the CONTRACTOR or any SUBCONTRACTOR to third parties which limits the ability of the CONTRACTOR or any SUBCONTRACTOR to perform the WORK;
 - (c) inclement weather typical of the operating area, excluding extra ordinary bad weather;
 - (d) inability to hire or utilise staff or personnel due to difficulties in obtaining or withdrawal of governmental quotas, licences or permits.
 - (e) acts or orders of governments or governmental bodies (including legislative bodies, local and Port Authorities) prior to the commencement date.
- (2) Should either party be delayed in performing the CONTRACT by a force majeure occurrence, that party shall give written notice to the other party forthwith giving the full particulars including the date of commencement of such force majeure occurrence, shall use its best efforts to remedy the situation forthwith and shall notify the other party of the steps being taken to remedy the situation.
 - (3) Should the CONTRACTOR be delayed in the performance of the WORK by an occurrence which the CONTRACTOR considers is a force majeure occurrence and the CONTRACTOR is unable to avoid or prevent such delay by any reasonable effort, within 7 (seven) days of such occurrence the CONTRACTOR shall request in writing that the COMPANY initiate the procedure for a VARIATION. If the COMPANY at its sole discretion agrees that the occurrence is a force majeure occurrence, then, as soon as practicable the COMPANY shall authorise a VARIATION making any required adjustment to the COMPLETION DATE to allow for the extent to which the delay is due to a force majeure occurrence and cannot be reduced by the CONTRACTOR carrying out its obligations to reschedule under the CONTRACT. No amounts shall be payable by the COMPANY to the CONTRACTOR in respect of any such periods of delay except as provided in sub-clause (5) herein.
 - (4) Where the CONTRACTOR is delayed in the performance of the WORK by a force majeure occurrence for a period less than 30 (thirty) consecutive days, the COMPANY, when authorising any VARIATION in accordance with sub-clause (3) herein shall make no adjustment to the CONTRACT PRICE for such delay.
 - (5) Where the CONTRACTOR is delayed in the performance of the WORK by a force majeure occurrence for a period of 30 (thirty) or more consecutive days, the COMPANY, when authorising any VARIATION in accordance with sub-clause (3) herein, shall make

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an adjustment to the CONTRACT PRICE only for such extra costs as the CONTRACTOR unavoidably incurs by reason of such force majeure occurrence to the extent that the CONTRACTOR cannot reduce or mitigate them by exercising best endeavours to do so or the COMPANY may terminate the CONTRACT and the COMPANY shall pay the CONTRACTOR any sum due prior to the date of commencement of such force majeure occurrence.

- (6) If any period of the force majeure occurrence exceeds 90 (ninety) consecutive days either party may request to terminate the CONTRACT in accordance with the Clause headed DISCONTINUANCE AND TERMINATION.

16. SUSPENSION

- (1) The COMPANY may, by notice instruct the CONTRACTOR to suspend the WORK or any part of the WORK. The CONTRACTOR shall cease work on such suspended part of the WORK on the date specified in the notice, but shall continue to perform any unsuspended part of the WORK. During the suspension, the CONTRACTOR shall properly protect and secure the suspended part of the WORK so far as is necessary in the opinion of the COMPANY.

- (2) If the COMPANY suspends all or any part of the WORK other than:

- (a) for the proper execution of the WORK, or any part thereof, or
- (b) because of some mistake, error or default on the part of the CONTRACTOR, or
- (c) for non-compliance to the Health, Safety and Environment requirements of the CONTRACT, for the protection of the environment, or
- (d) for non-compliance with Milestone Zero, or
- (e) otherwise provided for in the CONTRACT;

then for the part of the WORK suspended, the COMPANY shall for items (a) to (e) below reimburse the CONTRACTOR only for such extra costs as the CONTRACTOR unavoidably incurs by reason of such suspension to the extent that the CONTRACTOR cannot reduce or mitigate them by exercising best endeavours to do so:

- (a) the CONTRACTOR'S personnel designated as "Key Personnel" in the CONTRACT;
- (b) the CONTRACTOR'S facilities dedicated to the WORK, to the extent that the CONTRACTOR is unable to otherwise use said facilities during the period of suspension and provided that such circumstances have been acknowledged in advance by the COMPANY;
- (c) the CONTRACTOR'S EQUIPMENT dedicated to the WORK, provided that their retention on the WORK has been authorised in advance by the COMPANY;
- (d) the protection, preservation and storage of the WORK during the period of suspension, provided the protection, preservation and storage have been authorised in advance by the COMPANY; and
- (e) other items directly related to the suspended part of the WORK, if authorised in advance by the COMPANY.

Any other costs, loss or damage sustained by the CONTRACTOR from suspension of any part of the WORK shall be for the account of the CONTRACTOR.

- (3) The COMPANY shall after withdrawal of the suspension determine the effects of the suspension by making any adjustments to the CONTRACT PRICE and/or the COMPLETION DATE for such suspension in accordance with the provisions of Clause headed VARIATION.
- (4) The COMPANY may, at any time, authorise resumption of the suspended part of the WORK by notifying the CONTRACTOR of the part of the WORK to be resumed and the

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effective date of withdrawal of the suspension. WORK shall be resumed as promptly as possible by the CONTRACTOR after receipt of such notification.

- (5) If any period of suspension exceeds 90 (ninety) consecutive days the CONTRACTOR may request the COMPANY either to terminate the CONTRACT or to discontinue the suspended part of the WORK in accordance with Clause headed DISCONTINUANCE AND TERMINATION hereof or to notify the CONTRACTOR of the date when the suspension shall be lifted. If the COMPANY does not within 7 (seven) days of receipt of the CONTRACTOR'S request either terminate the CONTRACT or discontinue the suspended part of the WORK or give a firm date for resumption of the suspended part of the WORK, then the CONTRACTOR may terminate the CONTRACT (provided the COMPANY has suspended the whole CONTRACT) or terminate its obligations with respect to the suspended part of the WORK as the case may be by written notice to the COMPANY.

17. TERMINATION, DISCONTINUANCE OF THE WORK AND DEFAULT

- (1) In the event that the CONTRACTOR does not perform any part of the WORK in a manner that is satisfactory to the COMPANY or in the event that the CONTRACTOR does not progress with the WORK in a manner that is satisfactory to the COMPANY or in the event the COMPANY considers that the CONTRACTOR has failed, refused or is unable to comply with any of the requirements of the CONTRACT the COMPANY may;
 - (a) terminate the CONTRACT or
 - (b)
 - (i) give notice of discontinuance to the CONTRACTOR in respect of part of the WORK and/or
 - (ii) give notice to the CONTRACTOR specifying the matter considered to be unsatisfactory or otherwise a breach of terms of the CONTRACT and requiring the CONTRACTOR immediately to take such remedial action as shall be required by the COMPANY.

in the event that the CONTRACTOR does not forthwith carry out remedial action in accordance with the notice served under (b)(ii) herein in a manner that is satisfactory to the COMPANY or in the event that the CONTRACTOR does not make progress with such remedial action that is satisfactory to the COMPANY or the COMPANY considers that the CONTRACTOR has failed, refused or is unable to carry out such remedial action in accordance with its requirements then the COMPANY shall have the right to either give notice of discontinuance to the CONTRACTOR in respect of part of the WORK or terminate the CONTRACT.

The rights of the COMPANY under this provision are in addition to any other rights which the COMPANY may have under the CONTRACT or at law.

- (2) In the event of Garnishee proceedings being served on the COMPANY in respect of a judgment against the CONTRACTOR or the CONTRACTOR becoming bankrupt or making a composition or arrangement with its creditors or having a winding-up order made or (except for the purposes of amalgamation or reconstruction) a resolution for voluntary winding-up passed or having a provisional Liquidator, Receiver or Manager or Administrator of its business or undertaking appointed, or having possession taken by or on behalf of the holders of any debenture secured by a Floating Charge of any property comprised in or subject to the Floating Charge, the COMPANY shall have the right to terminate the CONTRACT by giving the CONTRACTOR notice of termination.
- (3) In addition to the COMPANY'S rights under sub-clauses (1) and (2) herein the COMPANY shall also have the right at any time and at its absolute discretion to either discontinue part of the WORK by giving the CONTRACTOR notice of discontinuance or to terminate the CONTRACT by giving the CONTRACTOR notice of termination.
- (4) In the event of the COMPANY giving the CONTRACTOR notice of termination of the CONTRACT or of discontinuance of part of the WORK such notice shall become effective immediately upon delivery of the notification to the CONTRACTOR or on such later date

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as specified in the notification, whereupon the CONTRACTOR at such date shall immediately:

- (a) discontinue the WORK or part of the WORK specified in the notice;
 - (b) allow the COMPANY or its nominee full right of access to the WORKSITE so as to remove and/or take over the WORK or the relevant part of the WORK so far executed and to remove and/or to take over possession of all EQUIPMENT and MATERIALS in connection with all or part of the WORK and to allow the COMPANY to obtain completion by another contractor;
 - (c) assign to the COMPANY, or its nominee, to the extent desired by the COMPANY, all or the relevant part of the rights, titles and liabilities relating to the WORK which the CONTRACTOR may have acquired;
 - (d) remove all the EQUIPMENT and MATERIALS (other than that required under sub-clause (4)(b) above) of the CONTRACTOR from the WORKSITE unless the parties agree otherwise;
 - (e) within 30 (thirty) days of the effective date of discontinuance or termination return to the COMPANY all documents, data or other information provided by the COMPANY and all originals, copies and reproductions of all drawings, specifications, requisitions, calculations, programme listings, plans, schedules, documents and all other data in whatever format prepared by the CONTRACTOR or any SUBCONTRACTOR.
 - (f) take all such further steps as are necessary to enable the COMPANY or its nominee to take over the CONTRACTOR'S position in the performance of the WORK with the least possible disruption, all in accordance with the COMPANY'S instructions.
- (5) If the COMPANY terminates the CONTRACT or discontinues any part of the WORK under sub-clause (3) herein, then the COMPANY shall pay to the CONTRACTOR such sums as are rightly due in accordance with the CONTRACT for WORK performed in accordance with the CONTRACT up to the date of termination or discontinuance as the case may be, plus any demobilisation charge that may be specified in SECTION 8 – SCHEDULE OF PRICES, if any.
 - (6) If the COMPANY terminates the CONTRACT or discontinues any part of the WORK under sub-clauses (1) or (2) herein, then the CONTRACTOR shall be entitled to payment only as set out in SECTION 8 – SCHEDULE OF PRICES for the part of the WORK completed in accordance with the CONTRACT up to the date of termination or discontinuance which payment shall be reduced by any additional costs incurred by the COMPANY as a result of the default.
 - (7) Discontinuance of part of the WORK or termination of the CONTRACT, shall not relieve the CONTRACTOR of any continuing obligations or liabilities under the provisions of the CONTRACT nor shall it affect any statutory or common law rights of the COMPANY or the CONTRACTOR.
 - (8) Except as provided in this Clause, any costs, loss or damage sustained by the CONTRACTOR from discontinuance of part of the WORK, or from termination of the CONTRACT shall be for the account of the CONTRACTOR.

18. COMPLETION

- (1) When the CONTRACTOR considers that the WORK has been completed, the CONTRACTOR shall notify the COMPANY accordingly.
- (2) Upon the receipt of such notification from the CONTRACTOR, the COMPANY shall proceed forthwith to determine whether the WORK has been performed and completed in accordance with the CONTRACT. Within 14 (fourteen) days of receipt of the above notification from the CONTRACTOR or within a reasonable period if the WORK is to be performed outside Negara Brunei Darussalam, the COMPANY shall either:

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- (a) issue to the CONTRACTOR a Certificate of Completion that the WORK appears to have been completed and stating the date of completion; or
 - (b) notify the CONTRACTOR that the COMPANY has found the WORK or part thereof not to have been performed in accordance with the CONTRACT. The COMPANY shall detail in writing the specific nature of the defect in performance and the Clause, part or SECTION of the CONTRACT which contains the obligation of the CONTRACTOR, which the CONTRACTOR has failed to meet. The CONTRACTOR shall take immediately all action necessary to remedy the defect, so as to enable the COMPANY to issue to the CONTRACTOR a Certificate of Completion; or
 - (c) notify the CONTRACTOR that the COMPANY has found the WORK or part thereof not to have been performed in accordance with the CONTRACT and that the COMPANY requires the CONTRACTOR not to remedy the defect in performance. The COMPANY shall, in respect of such WORK, issue a notice of discontinuance in accordance with Clause headed DISCONTINUANCE AND TERMINATION hereof and the COMPANY shall be entitled to the rights and remedies set out in that Clause. In respect of the remainder of the WORK, the COMPANY shall also either notify the CONTRACTOR under sub-clause (2)(b) herein or shall issue a Certificate of Completion.
- (3) The issue of a Certificate of Completion by the COMPANY or the expiry of the guarantee period or periods referred to in Clause headed RESPONSIBILITY FOR THE WORK hereof shall not relieve the CONTRACTOR from any continuing obligations or liabilities under the provisions of the CONTRACT including but not limited to the Clauses headed RESPONSIBILITY FOR THE WORK, AUDIT RIGHTS OF THE COMPANY, INTELLECTUAL PROPERTY RIGHTS, RESPONSIBILITIES AND INDEMNITIES and INSURANCE, nor shall it affect any statutory or common law rights held by the COMPANY or the CONTRACTOR.
- (4) The provisions of this Clause may, at the COMPANY'S discretion, be applied to separate parts of the WORK and shall be applied for any milestones identified in the CONTRACT.

19. RESPONSIBILITY FOR THE WORK

- (1) The CONTRACTOR shall perform the WORK with all proper skill and care and shall ensure that the WORK and facilities, services, MATERIALS and EQUIPMENT used to produce or incorporated into the WORK shall be fit for their intended purpose and of good quality and workmanship.
- (2) In addition to the obligations under sub-clause (1) herein, the CONTRACTOR shall ensure that the WORK and all services, MATERIALS and workmanship used for or incorporated into the WORK shall all be free from errors, defects, shrinkages and failures for the relevant guarantee periods which shall expire at the later date of either:
 - (a) the end of the guarantee period specified for the WORK or for the particular part of the WORK, services, MATERIALS or workmanship in SECTION 4 – SCOPE OF WORK; or
 - (b) where no period has been specified pursuant to sub-clause (2)(a) herein, the end of the period of one year from the date of completion stated on the relevant Certificate of Completion; and
 - (c) in respect of any services, MATERIALS or workmanship repaired or replaced by the CONTRACTOR under the provisions of sub-clause (4) herein, until the date that the repair or replacement has been completed to the satisfaction of the COMPANY and has been free from errors, defects and failures for the period specified in sub-clause (2)(a) or (b) herein as appropriate.
- (3) The CONTRACTOR shall not be liable for any breach of sub-clauses (1) or (2) herein to the extent that:
 - (a) the errors, defects or failures are due to negligent operation by the COMPANY; or

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- (b) the CONTRACTOR acted reasonably in relying on the technical, design, fabrication or procedural requirements of the COMPANY specified in the CONTRACT; or
 - (c) the COMPANY has specified in the CONTRACT the environment for the performance of the WORK or part thereof in respect of which the breach has occurred and the actual environment for the performance of the WORK were more severe than those specified by the COMPANY elsewhere in the CONTRACT and caused the breach; or
 - (d) the breach is due to a defect or failure in MATERIALS supplied by the COMPANY which could not reasonably have been discovered by the CONTRACTOR complying with the CONTRACTOR'S obligations under SECTION 6 – PROVISIONS BY COMPANY AND CONTRACTOR.
- (4) In the event of any breach of sub-clauses (1) or (2) herein (other than a breach set out in sub-clause (3) herein) the CONTRACTOR shall be responsible at its cost for:-
- (a) the repair or correction, or at the option of the COMPANY, the replacement of any defective services, MATERIALS or workmanship; and
 - (b) the carrying out of all work of uncovering, removal, procurement and reinstallation as may be necessary; and
 - (c) any other resulting loss or damage incurred by the COMPANY that is not allocated as the responsibility or liability of the CONTRACTOR or the COMPANY under Clause headed RESPONSIBILITIES INDEMNITIES &
- (5) In the event of a breach of sub-clause (2) herein (other than a breach as set out in sub-clause (3) herein) the COMPANY shall notify the CONTRACTOR of the breach. Upon receipt of such notification from the COMPANY the CONTRACTOR shall immediately carry out the CONTRACTOR'S obligations under sub-clause (4) herein. Alternatively the COMPANY may undertake at its option any of the CONTRACTOR'S obligations under this Clause in which case the COMPANY shall notify the CONTRACTOR of its intention and shall be entitled to recover from the CONTRACTOR all costs incurred by the COMPANY in carrying out such obligations.
- (6) The rights and remedies of the COMPANY provided in sub-clause (5) herein are in addition to those available in respect of sub-clause (1) herein and without prejudice to the COMPANY'S other remedies at law. The provisions of this Clause 20 shall not affect the obligations of the COMPANY or the CONTRACTOR under the Clauses headed TERMS OF PAYMENT, RESPONSIBILITIES AND INDEMNITIES AND INSURANCE.

20. CONTRACT PRICE

- (1) For the performance and completion of the WORK, the COMPANY shall pay or cause to be paid to the CONTRACTOR, at the times and in the manner specified in the CONTRACT.
- (2) Except where it is expressly provided that the COMPANY shall carry out an obligation under the CONTRACT at its own cost, all things required to be supplied or performed by the CONTRACTOR under the CONTRACT shall be at the CONTRACTOR'S cost and deemed to be included in the CONTRACT PRICE.

21. TAXES

- (1) The CONTRACTOR shall assume full and exclusive liability for payment of all taxes, duties, levies, charges and contributions of any nature whatsoever that are from time to time imposed by either:
 - (a) the Government of Negara Brunei Darussalam; or
 - (b) any other country in which the WORK is being performed; or
 - (c) any other fiscal or other authority whatsoever,

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in respect of:

- (i) employees or agents of the CONTRACTOR and its SUBCONTRACTORS (whether or not such taxes, duties, levies, charges and contributions are measured by wages, salaries and/or other remuneration); and
 - (ii) the gains of the CONTRACTOR and its SUBCONTRACTORS arising directly or indirectly out of the performance of the WORK.
- (2) The CONTRACTOR shall, and shall cause its SUBCONTRACTORS to report and pay all such taxes, duties, levies, charges and contributions directly to the appropriate authorities and otherwise comply with any applicable laws and regulations.
 - (3) The CONTRACTOR hereby covenants and undertakes to defend, indemnify and hold harmless the COMPANY from any and all claims, suits, costs, liabilities, judgments, fines, penalties, demands, loss or damage including any and all expenses, disbursements, costs, legal fees, sums and amounts which the COMPANY suffers, incurs or is put to resulting from, or in any way connected with, any assessment or imposition, for which by the terms of this Clause the CONTRACTOR is liable.

22. TERMS OF PAYMENT

- (1) On or before the end of the second week of the month during the progress of the WORK, the CONTRACTOR shall invoice the COMPANY for WORK completed during the preceding month and not included on previous invoices. Such invoice shall be submitted in the currency in which the CONTRACTOR states its rates and prices in SECTION 8 – SCHEDULE OF PRICES. The invoice shall be in such detail as may be requested by the COMPANY and shall, in all applicable cases, show separately the individual amounts in respect of each of the categories contained within the SCHEDULE OF PRICES.

Any invoice submitted by the CONTRACTOR in respect of a milestone shall be supported by a copy of the Certificate of Completion which has been issued by the COMPANY in respect of that milestone in accordance with the provisions of Clause headed COMPLETION hereof.

- (2) Each invoice shall include the CONTRACT reference number and title and shall be forwarded together with full documentary evidence including, where appropriate, originals of certified time sheets and full details of expenses claimed to:

Brunei Shell Petroleum Company Sendirian Berhad,
FAC/212,
Seria KB3534,
BRUNEI DARUSSALAM.

Brunei LNG Sendirian Berhad,
FFC,
Belait KC2935,
BRUNEI DARUSSALAM.

Brunei Shell Marketing Sendirian Berhad,
BMF,
Bandar Seri Begawan BS8811,
BRUNEI DARUSSALAM.

The CONTRACT reference number of this CONTRACT is shown in the FORM OF AGREEMENT. If the CONTRACT reference number is not shown on any invoice then the COMPANY shall not be bound to pay such invoice and may return it to the CONTRACTOR unpaid.

Only original invoices will be accepted for payment. If the original invoice is lost in transit or mislaid, a certified true copy of such invoice signed by the CONTRACTOR shall be submitted.

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Eraser or white ink shall not be used for alteration, and invoices amended in this way shall be rejected.

- (3) If the COMPANY finds the invoice so submitted to be correctly prepared, adequately supported and in conformity with the requirements of the CONTRACT, then the COMPANY shall within 30 (thirty) days of receipt of the invoice in question remit the invoiced amount into the bank account nominated by the CONTRACTOR.
- (4) In the event of the COMPANY disputing any item of any invoice submitted by the CONTRACTOR, the COMPANY shall within 30 (thirty) days notify to the CONTRACTOR the item in dispute and shall specify its reasons for dispute. Payment in respect of such item in dispute shall be withheld until settlement of the dispute but all undisputed items of such invoice shall be paid in accordance with sub-clause (3) herein.
- (5) The CONTRACTOR shall be responsible, at its own cost, for foreign exchange approval, foreign exchange clearance, transfers into other currencies, or bank accounts.
- (6) Following CONTRACT completion and after fulfillment by CONTRACTOR of all its duties and obligations under this CONTRACT, the CONTRACTOR shall render to the COMPANY the final invoice stating that all charges relating to the WORK have been included therein and that there are no outstanding charges or claims.
- (7) From any sum due to the CONTRACTOR under the CONTRACT, the COMPANY may deduct the amount of any sum which it in good faith regards as being owed by the CONTRACTOR to the COMPANY or its ASSOCIATES whether under the CONTRACT or otherwise.
- (8) Insofar as the CONTRACT or any part thereof is cost reimbursable the CONTRACT PRICE shall constitute the only income of the CONTRACTOR in connection with the CONTRACT which inter alia implies that it shall not accept any trade commission, discount allowance or indirect payment or other consideration in connection with the CONTRACT, without notifying and accounting for same to the COMPANY. Failure to notify and account the above mentioned to the COMPANY shall be a breach of the CONTRACT and the COMPANY may at its sole discretion terminate the CONTRACT under Clause headed DISCONTINUANCE AND TERMINATION and recover such cost for any trade commission, discount allowance or indirect payment or other consideration in connection with the CONTRACT.
- (9) The CONTRACTOR may nominate a different or new bank account for payment due herein, in which case such nomination shall be communicated in writing.

23. AUDIT RIGHTS OF THE COMPANY

- (1) The COMPANY or its duly authorised representative shall at any time up to a limit of 6 (six) years after the completion or termination of or final payment under this CONTRACT, whichever is the latest, have the right to carry out audits of all the records and related documents, procedures and controls of the CONTRACTOR insofar as they relate to this CONTRACT. The CONTRACTOR shall grant COMPANY access to any or all of the CONTRACTOR'S premises to enable the COMPANY to exercise it's rights herein.
- (2) The CONTRACTOR shall maintain or cause to have maintained its books and records, insofar as they relate to this CONTRACT, in accordance with generally accepted accounting principles and practices and shall preserve or cause to have preserved these books and records and all documents related thereto for a period of 6 (six) years following the completion or termination of or final payment under this CONTRACT, whichever is the latest. The COMPANY or its authorised representative shall have the right to reproduce any of the aforementioned records and documents.
- (3) In the event that the CONTRACTOR'S books, records and documents are in the control of or held by a third party, CONTRACTOR shall forthwith obtain the release of such books, records and documents for the use of the COMPANY.

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- (4) The CONTRACTOR shall ensure that the provisions of sub-clauses (1) and (2) above are included in any SUBCONTRACT thereby providing the COMPANY with the same rights to carry out audits of any SUBCONTRACTOR as it has in respect of this CONTRACT.

24. LIENS

- (1) The CONTRACTOR agrees that it shall not, and that it will ensure that no SUBCONTRACTOR shall claim any lien, attachment or charge on the WORK or any property of the COMPANY in the possession of the CONTRACTOR or any SUBCONTRACTOR or at any WORKSITE.
- (2) The CONTRACTOR shall indemnify the COMPANY against all costs and expenses of any nature whatsoever that the COMPANY suffers, incurs or is put to by virtue of a breach of sub-clause (1) herein.
- (3) For the purpose of this Clause reference to the COMPANY shall include its ASSOCIATES.

25. OWNERSHIP

- (1) Unless otherwise agreed title to, access to, copyright in, the right to, possession of and the free right of use of all things created under or arising out of the WORK shall vest in the COMPANY immediately upon the date of commencement of the WORK or creation of the article or document or item as applicable.
- (2) The CONTRACTOR shall grant and procure that the SUBCONTRACTORS grant the COMPANY a full, free and unrestricted licence for the use of all MATERIALS and EQUIPMENT provided by the CONTRACTOR or the SUBCONTRACTORS for the performance of the WORK. The licence shall not terminate upon the suspension, discontinuance or termination of all or part of the WORK and shall continue until the WORK has been completed.
- (3) Notwithstanding the foregoing, risk in and the care and custody of any part of the WORK and all MATERIALS and EQUIPMENT shall remain with CONTRACTOR until the WORK is certified complete under Clause headed COMPLETION hereof or until its removal from the WORKSITE, whichever is the later.

26. RESPONSIBILITIES AND INDEMNITIES

- (1) The CONTRACTOR shall be liable for and hereby indemnify the COMPANY, its ASSOCIATES, their respective employees and agents and all COMPANY AUTHORISED DRIVERS from claims, costs, damages and expenses of every kind and nature from:
 - (a) loss or damage to property (including the VEHICLES) of, and/or
 - (b) personal injury, including fatal injury and disease tothe CONTRACTOR and its and their respective employees and agents, however caused arising out of or in connection with the CONTRACT. This indemnity shall apply in full even though the cause of the injuries (including death), loss or damage was the negligence of the COMPANY, its ASSOCIATES, their respective employees and agents and all COMPANY AUTHORISED DRIVERS and the CONTRACTOR shall not seek contribution from such person or persons for such reason.
- (2) The CONTRACTOR shall be liable for and hereby indemnify and hold harmless the COMPANY, its ASSOCIATES and all of their respective employees and agents and all COMPANY AUTHORISED DRIVERS against all claims, demand, loss, costs (including costs as between attorney or solicitor and own client), damages, liabilities and expenses which they or any of them suffer, incur or put to resulting from:
 - (a) loss or damage to property of any person (including COMPANY), and/or

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- (b) personal injury, including fatal injury and/or disease to any person (including employees of COMPANY)

arising out of or in connection with the performance of the CONTRACT, whether or not the cause of such injuries (including death), loss or damage was the negligence or breach of duty of the COMPANY, its ASSOCIATES and any of their respective employees or agents and all COMPANY AUTHORISED DRIVERS and the CONTRACTOR shall not seek contribution from such person or persons for such reason.

- (3) In entering into the agreement contained in this Clause and solely for that purpose only the COMPANY and the CONTRACTOR contract both on their own behalf and as agent and/or trustee on behalf of and/or for the benefit of their respective indemnities.

(4) The CONTRACTOR shall indemnify the COMPANY, its ASSOCIATES, their respective employees and agents and all COMPANY AUTHORISED DRIVERS against any penalty, fine or other sanction that may be imposed on them as a consequence of the failure of the CONTRACTOR to observe the laws and other legal regulations of Negara Brunei Darussalam.

27. **INSURANCE**

- (1) Without limitation of its obligations and responsibilities the CONTRACTOR shall at its own cost take out and maintain for the duration of the CONTRACT the following insurances with insurers acceptable to the COMPANY. Such insurances shall name the COMPANY its ASSOCIATES and all COMPANY AUTHORISED DRIVERS as joint insured and be endorsed with waiver of underwriters' rights of recourse including subrogation against the COMPANY and its ASSOCIATES and where appropriate with a cross liability clause.
 - (a) Employer's Liability and/or Workmen's Compensation Insurance with a minimum limit of B\$5,000,000 for any one accident or series of accidents arising out of one occurrence, unlimited in the aggregate and as may be required by statute or similar regulations in countries where the WORK is being performed in respect of the CONTRACTOR's personnel in connection with the CONTRACT.
 - (b) A full Comprehensive term of insurance for the VEHICLES including unlimited passenger/driver and third party liabilities, both on public highways and private roads/areas and for on and off road use. The insurance policy shall be at least on an "All Risks" basis and any own risk provisions of the policy shall be borne by the CONTRACTOR. The policy shall include cover for accidental breakage of the windscreen.
- (2) The COMPANY shall have the right to inspect all policies of insurance provided for in the CONTRACT and the receipts for the current premium at any time during the duration of the CONTRACT. Any approval by the COMPANY of an insurer or the terms of the insurance shall not relieve the CONTRACTOR of any of its obligations.
- (3) Any additional insurance policies considered necessary by the CONTRACTOR shall name the COMPANY and its ASSOCIATES as co-insured and shall contain a waiver of underwriters' subrogation rights against the COMPANY and its ASSOCIATES.
- (4) Any reference to "Avoidance of certain terms and right of recovery" or similar clause in the CONTRACTOR'S insurance policies shall be endorsed to the effect that such Clause is not applicable to the COMPANY and its ASSOCIATES by virtue of being included as joint or co-insured.
- (5) The CONTRACTOR's liability under the CONTRACT shall not be restricted, limited or altered by any stipulation or arrangements in the CONTRACT with regard to insurance policies.
- (6) Should the CONTRACTOR fail to procure or maintain any of the aforesaid insurance for which it is responsible or by any act or omissions validate or invalidate any of the aforesaid insurances, the CONTRACTOR shall indemnify the COMPANY and the other

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beneficiaries of the said insurance to the extent they or any of them suffers loss or damage, liability or expense in consequence of such failure, act or omission.

- (7) Without prejudice to sub-clause (5) herein, if the CONTRACTOR fails to effect or keep in force the insurances provided for in sub-clause (1) or any other insurance it may be required to effect under the terms of the CONTRACT then the COMPANY may effect and keep in force any said insurance and pay the premium as may be necessary for that purpose and from time to time deduct the amount so paid by the COMPANY as aforesaid from any monies due or which may become due to the CONTRACTOR.
- (8) The CONTRACTOR shall notify the COMPANY of any occurrence likely to give rise to a claim under any insurance policy as soon as possible. In handling any insurance claim the CONTRACTOR shall act in the best interest for all the parties concerned in the CONTRACT including the COMPANY and its ASSOCIATES.

28. PERMITS, LAWS AND REGULATIONS

- (1) The CONTRACTOR shall abide by and comply, and ensure compliance by its SUBCONTRACTORS, of all applicable law, rules and regulations of any governmental or regulatory body having jurisdiction over the WORK.
- (2) The CONTRACTOR shall obtain all licences and permits to conduct business and employ persons in the country or countries and any political subdivisions thereof wherein any part of the WORK is performed and shall obtain all permits, authorisations and labour quotas required by any applicable law, rules and regulations.
- (3) The CONTRACTOR shall ensure that any of its or its SUBCONTRACTOR's PERSONNEL involved in performing the WORK and any of their respective accompanying dependents hold and maintain valid travel documents and all other documents necessary to entitle them lawfully to be in Negara Brunei Darussalam or other location to which they are assigned.
- (4) All costs of complying with all applicable laws, rules and regulations and obtaining authorities, approvals, licences, permits, for performance of the WORK shall be for the account of the CONTRACTOR.
- (5) All operations necessary for the performance of the CONTRACT shall be conducted so as not to interfere unnecessarily or improperly with the convenience of the public or the access to, use and occupation of, navigable and other waters, waterways, channels, harbours or harbour works, fisheries, natural harbours and anchorages and other places of shelter, by sea or land, public or private roads and footpaths to or of properties whether in the possession of the COMPANY, the CONTRACTOR, SUBCONTRACTORS or any other person. The CONTRACTOR hereby indemnifies the COMPANY against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever arising in relation to any of the aforesaid matters in so far as the CONTRACTOR is responsible for such interference.
- (6) The CONTRACTOR shall comply with all security requirements at COMPANY WORKSITES where WORK is being performed by the CONTRACTOR. All costs for complying with such requirements shall be for the account of CONTRACTOR.

29. HEALTH, SAFETY AND ENVIRONMENT

- (1) The CONTRACTOR is required to meet the COMPANY'S requirements on all Health, Safety and Environment matters as specified in the CONTRACT or as notified to the CONTRACTOR by the COMPANY from time to time.
- (2) The CONTRACTOR shall perform the WORK with all proper care and diligence in accordance with the HSE STANDARDS and as stated in the CONTRACT. In the event of conflict between any of the HSE STANDARDS the most demanding standard shall apply.
- (3) Protection of the Environment

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- (a) The CONTRACTOR shall comply with national legislation of Negara Brunei Darussalam in so far as it applies to environmental protection. In addition, the CONTRACTOR shall comply with any international conventions or legislation relating to environmental protection which has been signed or, ratified by Negara Brunei Darussalam or which has been specified in the CONTRACT.
- (b) The CONTRACTOR shall comply with the COMPANY'S policy on protection of the environment.
- (c) The CONTRACTOR shall only use products which shall not cause any impact on the environment when used in accordance with the instructions of the supplier. Products shall be stored in a manner which shall cause minimum undue impact on the environment.
- (d) The CONTRACTOR shall take the necessary precautions to prevent damage to the WORKSITE and to property and the environment adjoining the WORKSITE. The CONTRACTOR shall be responsible should there be a claim arising from such damage. In the event of any such damage, the CONTRACTOR, at its own cost, shall take whatever remedial measures are considered necessary by the COMPANY.
- (e) The disposal of any waste materials from the WORKSITE shall be in accordance with the COMPANY'S procedures. The disposal of waste materials must be agreed with the COMPANY in advance and shall only be to waste disposal sites approved for the purpose.
- (f) At all times during the CONTRACT the CONTRACTOR shall keep the WORKSITE and its surroundings clean, tidy and in good order. The CONTRACTOR shall remove any waste materials and faulty equipment as soon as reasonably practical.
- (g) The WORK shall not be deemed to have been completed until the CONTRACTOR has removed from the WORKSITE and its surroundings all waste, debris, scrap, left over materials, and temporary structures and has delivered the WORKSITE to the COMPANY in a state of good order and cleanliness. The degree of rehabilitation of the WORKSITE shall be in accordance with the requirements of the CONTRACT.

30. MILESTONE ZERO

- (1) Milestone Zero is a date nominated by the COMPANY prior to commencement of WORK. On or before Milestone Zero the CONTRACTOR shall show that it has in place all of the resources (PERSONNEL, EQUIPMENT and procedures) necessary to execute the WORK in accordance with all the requirements of the CONTRACT.
- (2) The COMPANY may at its discretion permit in writing the CONTRACTOR to defer compliance with some of the Milestone Zero requirements of the CONTRACT until a later date or dates.
- (3) The CONTRACTOR shall not commence WORK in connection with any aspect of the CONTRACT where the adequacy of resources has not been established or in particular where any COMPANY specified requirements are to be resolved.
- (4) Notwithstanding the above, the COMPANY may:
 - (a) suspend or terminate the CONTRACT if the CONTRACTOR does not fulfill the requirements of Milestone Zero as referred to above. The COMPANY is not liable to the CONTRACTOR for any cost due to non-compliance of Milestone Zero requirement.
 - (b) without prejudice to the COMPANY'S other rights of recourse, withhold from payment to the CONTRACTOR such sums as the COMPANY estimates to be required by the CONTRACTOR to fulfill the obligations of Milestone Zero and where such obligations have been deferred or in respect of which the CONTRACTOR is in default.

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(5) Equipment Integrity

The CONTRACTOR shall ensure that all EQUIPMENT/MATERIALS used in the execution of the WORK or supplied and installed as part of the WORK shall be installed, inspected and properly certified if applicable and maintained all in accordance with the HSE STANDARDS.

31. PUBLIC AND INDUSTRIAL RELATIONS AND PUBLICITY

- (1) The CONTRACTOR shall maintain good relations at all times among the various regulatory bodies and with the general public. The COMPANY shall act as prime initiator in contacts with any Brunei Government departments or agencies on any matters relating to the CONTRACT except for those covered under Clause headed PERMITS, LAWS AND REGULATIONS.
- (2) The CONTRACTOR shall maintain good industrial relations, and shall consult the COMPANY when requested to do so on all matters relating to industrial relations, including but not limited to, minimum rates of payments, allowances, amenities and overtime so that the interests of the COMPANY shall not be prejudiced.
- (3) The CONTRACTOR shall make no publicity releases or announcements concerning the activities of the CONTRACTOR or participation with respect to the CONTRACT without the prior agreement of the COMPANY. The CONTRACTOR shall require all SUBCONTRACTORS and suppliers to comply with this requirement.
- (4) The CONTRACTOR shall, and shall cause its SUBCONTRACTORS to, pay fair wages to their employees in Brunei Darussalam.
- (5) The COMPANY shall have the sole right of advertising upon or adjacent to COMPANY owned WORKSITES in Brunei Darussalam and the CONTRACTOR shall not display or permit the display of any advertisement without the COMPANY'S prior written consent.

32. BUSINESS ETHICS

- (1) The CONTRACTOR acknowledges and understands the COMPANY'S "Statement of General Business Principles" (SGBP) [a copy can be obtained by the CONTRACTOR from the COMPANY]. The CONTRACTOR shall ensure that it meets the standards expected of contractors, in particular those dealing with Business Integrity, as detailed in the SGBP.
- (2) The COMPANY shall be entitled to terminate the CONTRACT and to recover from the CONTRACTOR the amount of any loss arising from such termination if:
 - (a) the CONTRACTOR or any SUBCONTRACTOR offers, gives or agrees to give, or receives or agrees to receive, at any time, to or from any person, any gift or favour or releases or agrees to release any obligation to or from any person as an inducement or reward for:
 - (i) doing or forbearing to do (or for having done or forborne to do) any act which relates to the obtaining or execution of the CONTRACT, or
 - (ii) showing or forbearing to show favour to any person in relation to any contract with the COMPANY, OR
 - (b) the gifts or favours referred to in sub-clause (1) above have been offered by any person or persons employed by the CONTRACTOR or SUBCONTRACTOR or acting on their behalf (whether with or without their knowledge), OR
 - (c) the CONTRACTOR, Subcontractor or any person employed by either of them or acting on their behalf has, in relation to any contract with the COMPANY,
 - (i) committed, abetted or attempted to commit any offence, or
 - (ii) given any fee or reward the receipt of which is an offence

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under the Brunei Penal Code or Prevention of Corruption Act 1982 including any amendment or re-enactment (or any similar law or enactment in force at either the CONTRACTOR's place of business or the place for performance of any part of the WORK outside Brunei Darussalam).

33. GENERAL LEGAL PROVISIONS

(1) Assignment of the Contract

- (a) The CONTRACTOR shall not assign either the CONTRACT or any part of it or any benefit or interest in or under it (except for an assignment of payments to the CONTRACTOR'S bank) without the COMPANY's prior written consent. The COMPANY shall be entitled to assign the CONTRACT or any part of it or any benefit or interest under it to any of its ASSOCIATES.
- (b) In respect of the WORK executed or of MATERIALS supplied by the SUBCONTRACTOR, if a Subcontractor has undertaken towards the CONTRACTOR any continuing obligation extending for a period exceeding that of the guarantee period under the CONTRACT, the CONTRACTOR shall at the end of the guarantee period notify the COMPANY of the continuing obligation and at the request of the COMPANY, shall assign to the COMPANY the benefit of that obligation for its unexpired duration.

(2) Waiver

Any failure or forbearance or delay or omission on the part of the COMPANY at any time or from time to time to enforce or to require the strict adherence and performance of any of the terms or conditions of the CONTRACT or of any breach arising under this CONTRACT shall not constitute a waiver of such terms or conditions or breaches and/or affect or impair such terms or conditions in any way or the right of the COMPANY at any time to avail itself of such remedies as it may have for each and every breach of such terms or conditions.

(3) Independence of the Contractor

The CONTRACTOR shall act as an independent contractor with respect to the CONTRACT.

(4) Proper Law

The validity, construction and performance of this CONTRACT shall be governed by English law.

(5) Legislation

Unless specified in the CONTRACT, reference to any legislation of Brunei Darussalam shall be construed as reference to that legislation as respectively amended or re-enacted at the commencement of the CONTRACT.

- (6) Any dispute between the parties which is not resolved amicably shall be submitted to the jurisdiction of the Courts of Brunei Darussalam.

34. SUBSTANCE ABUSE

- (1) Before commencement of the WORK, the CONTRACTOR shall have established a drugs, alcohol and substance abuse policy written in any language which may be appropriate. The CONTRACTOR shall ensure that this policy is understood and observed by all personnel and agents (including those of all SUBCONTRACTORS) engaged on the WORK.
- (2) The CONTRACTOR's drugs, alcohol and substance abuse policy shall as a minimum provide that:

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- (a) all PERSONNEL and agents while performing the WORK or at any WORKSITE or on any COMPANY premises shall be free from the influence of any alcohol or illegal drugs or other prohibited substances;
 - (b) no PERSONNEL and agents shall use legal drugs illicitly nor shall they use, possess, distribute, buy or sell alcohol or illegal drugs while performing the WORK or at any WORKSITE or on any COMPANY premises;
 - (c) any PERSONNEL or agents who are suspected of having consumed alcohol or illegal drugs or other prohibited substances while performing the WORK shall be required to undergo tests to detect such;
 - (d) any PERSONNEL and agents who are in breach of the provisions of sub-clauses 2(a) or 2(b) above or refuse to be tested in accordance with the provisions of sub-clause 2(c) above or who have been tested positive shall be subject to disciplinary action which may include instant dismissal without compensation of any kind.
- (3) The CONTRACTOR shall undertake not to provide to the COMPANY any PERSONNEL and agents who have violated any of the provisions of sub-clause (2).
 - (4) The CONTRACTOR shall use its best endeavours to ensure that any PERSONNEL it recruits would pass a drug test.
 - (5) Notwithstanding Clause 34(2), the COMPANY shall have the right to conduct random testing on any of the PERSONNEL provided by the CONTRACTOR in the execution of the CONTRACT. Any PERSONNEL tested positive for substance abuse shall be removed immediately from the COMPANY's premises and shall be subject to the CONTRACTOR's disciplinary actions.

35. CUSTOMS CLEARANCE/DUTIES

- (1) The CONTRACTOR shall be responsible for the importation and re-exportation of MATERIALS and EQUIPMENT required for the proper performance of the WORK and for all costs related thereto including customs duties.

36. INTELLECTUAL PROPERTY RIGHTS

- (1) The CONTRACTOR agrees to indemnify the COMPANY and hold it harmless from and against all loss, damage and expense arising from any claim for infringement of any Intellectual Property rights covering the EQUIPMENT, MATERIALS, methods or processes furnished by CONTRACTOR or which CONTRACTOR is licensed to use.

Intellectual Property includes, without prejudice to its generality, patents, designs, trademarks, know how and copyrights.
- (2) The COMPANY agrees to indemnify the CONTRACTOR and hold it harmless from and against all loss, damage and expense arising from any claim for infringement of any Intellectual Property rights covering any EQUIPMENT, MATERIALS, methods or processes that the COMPANY may furnish under the CONTRACT.

37. INFORMATION SECURITY

- (1) Where CONTRACTOR is required in the performance of the CONTRACT access to COMPANY'S Information Assets in the form of electronically stored information, information systems and communication systems, and computing equipment and facilities the CONTRACTOR shall comply with Information Security Procedure of the COMPANY.
- (2) CONTRACTOR shall ensure that its PERSONNEL have the appropriate access authority approved by the COMPANY prior to carrying out the WORK. Access authorisation granted by the COMPANY shall be to individual CONTRACTOR'S PERSONNEL only and may not be transferred to or shared with any person.

38. EMPLOYMENT AND TRAINING

- (1) The CONTRACTOR shall employ, wherever possible, suitably qualified Brunei Citizens to manage and carry out the WORK. The CONTRACTOR shall prepare an organization chart indicating which positions will be filled at the start of the CONTRACT by citizens and permanent residents of Brunei, and which positions are planned to be filled during the term of the CONTRACT by such persons. The CONTRACTOR shall provide details of any training programmes for such persons which are planned to be carried out during the term of the CONTRACT.
- (2) The CONTRACTOR shall provide the COMPANY with all necessary information to enable the COMPANY to monitor the progress of the CONTRACTOR towards implementation of the CONTRACTOR'S employment and training plans for citizens and permanent residents of Brunei.