1 INTRODUCTION

This document specifies the requirements for supplies of goods and services to Golar.

2 PURPOSE AND SCOPE

To ensure that goods and services provided to Golar are to the satisfaction of Golar, this specification details the requirements and expectations related to the Quality of goods or services provided, Accuracy, Environmental compliance, Communication, Documentation, Safety and Security.

Commitment to specific requirements herein shall be provided by respective suppliers in relation to responding to a Request for Quotation (RFQ) or Service Request (SR) with Golar, and subsequent delivery the adherence to this specification will be applied as an integral part of Golar supplier evaluation scheme by the FLNG personnel onboard.

3 DEFINITIONS AND ABBREVIATIONS

3.1 DEFINITIONS AND CONTEXT

Golar	Any commercial entity associated with or owned by Golar LNG ltd. or Golar LNG Partners LP
Supplier	A commercial entity which are approved by Golar to provide goods or services
Quality	Fulfilment of requirements stipulated by ISO 9001:2015
Accuracy	To what degree a measure is within specific tolerances
Environment	Fulfilment of requirements stipulated by ISO 14001:2015
Communication	Timely, precise provision of written or oral information
Documentation	Material that provides official information or evidence or that serves as a record
Safety	Fulfilment of requirements stipulated by ISO 45001:2018
Security	The state of being free from danger or threat. Fulfilment of requirements stipulated by Golar FLNG Ship Security Plan
Maximo	FLNG Computerised Maintenance Management System

3.2 ABBREVIATIONS

GASP	Golar Assessment & Screening Program
G-Ra	Golar Quality Rating Scale
OBIEE	Oracle Business Intelligence/reporting tool
OIM	Offshore Installation Manager
PO	Purchase Order
RFQ	Request for Quotation
SR	Service Request
SSP	Ship Security Plan

This document contains confidential information. Do not copy to third parties without authorization.

©Copyright Golar Management AS. All rights reserved.

4 REFERENCES

- SCM 3403, Vendor Registration Form (VRF)

5 PROVISION OF GOODS OR SERVICES

5.1 GENERAL

5.1.1 Vendor Registration in Golar

As preferred suppliers to Golar you are registered with Golar by completing the Vendor Registration Form (VRF) and thereby fulfil Golar requirements to provide goods or services.

5.1.2 Request for quotation or Service request

The Request for Quotation or Service request provides a specification of what goods or services Golar requires, and by providing the best offer the selected supplier will be issued with a Purchase Order for the delivery of the specified goods or service.

5.1.3 Supplier Performance Evaluation in Golar

Golar has established a Supplier Performance Evaluation scheme where all provision of goods and services are evaluated in line with the requirements specified herein. Substandard performance may render additional follow-up, supplier audits or potential discontinuance of provision of services or goods to Golar. The questions a supplier will be evaluated against (as per section 6) are available in Maximo. Where the FLNG personnel onboard will score the supplier on the provided goods / service per Purchase Order. The results will be available in Power BI, ***Assessment and Screening*** to show performance history.

5.1.4 Supplier Performance review

Golar conduct regular Supplier Performance Evaluation meetings to assess current ratings and if there are deliveries that may require further follow-up.

In addition to monitoring the supplier performance, Golar conducts Annual Supplier Performance Evaluation reviews where, in addition to requirements herein, the supplier will be assessed on Commercial elements such as Order handling and response time, price competitiveness and Customer Service, as part of the overall assessment

6 HSSEQ REQUIREMENTS

6.1.1 Quality of goods or services provided

The Quality of delivered goods or services is evaluated based on the degree that the deliverables are meeting or exceeding Golar requirements and expectations.

Quality of delivered goods

- Goods delivered in accordance with specifications
- Goods meet required standards and are certified as applicable
- Goods clearly marked/labelled
- Goods adequately packaged for transport and delivery
- Goods accompanied with required documentation

This document contains confidential information. Do not copy to third parties without authorization.

©Copyright Golar Management AS. All rights reserved.

- Good communication provided on delivery and documentation

Quality of delivered service

- Services provided in accordance with specifications
- Services meet required standards
- Service provider is authorized by Flag State / Class when required
- Service personnel are competent and certified for the service provided
- Service personnel have BOSIET and Medical certificate
- Service personnel have required PPE for offshore work

6.1.2 Accuracy

To what degree is the provision of goods and services accurate.

- Deliverables on time, as agreed
- Scope as specified
- Deliverables completed within tolerances as applicable
- Deliverables verified by use of calibrated equipment when required
- Deliverables executed correct and precise
- Deliverables documented correctly

6.1.3 Communication

Poor or lacking good communication creates uncertainty and often results in additional work for those involved.

- Communication on progress and status
- Schedule and plans communicated in advance
- Scope of delivery/service well defined
- Availability of supplier contacts
- Communication when offshore
- Meetings onboard attended as required
- Any uncertainties with scope of work clarified

6.1.4 Documentation

Documentation provided as specified and reporting on offshore work with high standard. See Appendix for example of progress report offshore.

- Product documentation complete
- Certificates for equipment issued before arrival
- Certificates for personnel issued before arrival
- Manifest for any shipped goods sent offshore prior to arrival
- Progress report provided offshore
- Service report issued before departure

6.1.5 Environmental compliance

Environmental compliance for provision of good and services is evaluated on following criteria.

- Deliverables with Material Safety Data Sheets
- Packaging of goods adequate and labelled
    - Limit amount of plastic and excess packaging

This document contains confidential information. Do not copy to third parties without authorization.
©Copyright Golar Management AS. All rights reserved.

- Waste segregation adhered to when offshore
- Work-site clean and tidy, and free from spills when offshore
- Hazardous material handled and stored as required
- COSSH assessments as required (Control of Substances Hazardous to Health)

6.1.6 Safety

Safe and secure delivery of goods and safe execution of services are evaluated on following criteria.

- All dangerous goods are packaged and labelled correctly
- All goods packaged suitable for handling offshore
  - Golar packaging instruction followed
  - Items suitable for manual handling (25kg)
- Personnel have Medical, BOSIET
- Personnel adhere to
  - Safety procedures
  - Permit to Work and Risk Assessment
  - PPE requirements
  - Barriers respected
  - Safety and Security awareness and safe conduct of work
  - Reporting of undesired events
  - Safe Card reporting

7 SECURITY

7.1 SECURITY OF PERSONNEL

The security exposure for personnel travelling to a Golar FLNGs may vary depending on where you are and on personal conduct. Hence, all personnel that are travelling to a Golar FLNG must adhere to the instruction provided by Golar in relation to Meet and Greet, Accommodation and Transport requirements. This information is provided in e.g. Golar Visitor Booklets and Arrival Departure information for respective Golar FLNGs. In addition, Security Threat Assessments may be obtained by personnel travelling from Golar upon request. Golar FLNGs carries ISPS certification and personnel must follow all security instructions when onboard. Before embarking crew transports from FLNG Shore Bases, a security search will be conducted. All goods that are either shipped or brought by service personnel must be adequately packed to ensure that the goods are not tampered with or accessed by unauthorized personnel.

7.2 IT-SECURITY

In relation to IT security, all personnel shall observe general precautions during travel such as not connection to unsecure networks, working openly on your lap-top with sensitive information and to not connect to other devices with e.g. mobile phones or USBs. When onboard a Golar FLNG, it is not allowed to connect any IT or Mobile equipment to the network without prior authorization from Golar FLNG Telecoms, and all foreign USBs must be screened before allowed to be used. If there are specific OT requirements, this require approval from Golar Senior Automation and Electro Superintendent, which is generally arranged for before service personnel mobilise to a Golar FLNG.

This document contains confidential information. Do not copy to third parties without authorization.
©Copyright Golar Management AS. All rights reserved.

7.3 BASIC PRECAUTIONS

As a general rule of thumb, during international travel and to areas where you may not have been before these basic precautions applies;

- **Awareness:** there are risks associated with any given environment. The key is to remain aware of the nature of the risks, their levels and any changes, and to behave accordingly.
- **Low profile**: criminals or terrorists are more likely to target obviously wealthy individuals and obvious foreigners, rather than those who give the impression of being familiar with their surroundings. A low profile and a look of confidence will reduce the risk of being targeted.
- **Unpredictable routine:** criminals and terrorists favour targets with predictable routines. Individuals who vary their day-to-day routines are less likely to be targeted.
- **Layers of protection:** no single measure can guarantee security protection. Good personal security involves layers of protection, and procedures as well as physical measures. It is essential to adopt and maintain appropriate security measures.

For further information on travel security and other security information, contact the Golar Company Security Officer on cso@golar.com.

8 REQUIREMENTS FOR SERVICE PERSONELL GOING OFFSHORE

All personnel to comply with requirements provided herein.

All service personnel going offshore must have:

- Basic Offshore Safety Induction & Emergency Training (BOSIET) certificate or STCW equivalent.
- Medical certificate according to STCW I/9 or offshore industry (OIPTO) equivalent.
- Vaccination as required for the Country to visit

Any exemption must be with the OIM's prior permission and can only be made for urgent situations. The applicant must be in demonstrably good health and fitness.

All service personnel must bring their own PPE, minimum:

- Work boots with steel toe protection in accordance with EN ISO 20345 or similar as i.a TPA (Thermoplastic Alloy)
- Flameproof overalls (Minimum 2-3 pcs of flameproof working overalls)
- Hard hat (with chin strap and with possibility to mount double ear protection muffs)
- Safety glasses
- Work gloves (sufficient amount and required for respective job)
- Hearing protection (double hearing protection – earmuffs is required for areas with double ear protection requirements)
- Any other PPE specifically required for the work (safety harness, impact gloves...)

Note that the flame proofing shall be compliant with the following standards: EN ISO 11612 (Heat protection).

This document contains confidential information. Do not copy to third parties without authorization.
©Copyright Golar Management AS. All rights reserved.

All equipment, spares and tools must be adequately and securely packed, in good order, and accompanied with appropriate documentation. The Manifest for any shipped goods sent offshore prior to arrival, and the Material Coordinator shall be informed about what is brought onboard and ensure registration and inspections as required.

This document contains confidential information. Do not copy to third parties without authorization.
©Copyright Golar Management AS. All rights reserved.

APPENDIX A – OFFSHORE SERVICE REPORT

Golar LNG **GOLAR Offshore Service Report**	
Supplier/Contractor:	
FLNG:	
Reported by:	
Onboard Supervisor:	
Report Date:	
P.O. Number:	
S.O.W.:	
Report to:	
Copy to:	

Progress Reporting	
Work Performed last 24 hours	
Planned work Next 24 hours	
Progress according to schedule	
Fault Reporting & Root Cause	
Mechanical	
Electrical	
Oils/Lubricants	
Other	

This document contains confidential information. Do not copy to third parties without authorization.
©Copyright Golar Management AS. All rights reserved.

Spare Parts and Equipment
Resources needed
Other comments / feedback

Personnel mobilised:				
Name:				
Mob:				
Demob:				
Hours today:				
Hours total:				
Shift:				
Cabin:				

This document contains confidential information. Do not copy to third parties without authorization.

©Copyright Golar Management AS. All rights reserved.