



Collabor8
EqHub

Special terms

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1 Definitions and Abbreviations

In addition to definitions and abbreviations in the General terms section 1, the following shall apply to the Agreement with regards to the Services covered by these Special terms:

Term	Definition
EPC Contractor	Engineering Production Construction contractor.
Equipment Supplier	Official agent of equipment delivered by a Manufacturer.
Manufacturer	Manufacturer of physical equipment and component and maker of standard documentation.
Package Supplier	Supplier of equipment packages, including information and documentation to an Operator or EPC Contractor.

2 Service

2.1 Description

Collabor8 EqHub (hereafter called "Service") is an industry initiative from Offshore Norge on behalf of the Operators on the NCS. The purpose of the Service is to support and simplify information and documentation delivery processes through standardization. The Service is a collaborative solution for sharing of technical standard information and documentation. The Solution is used by:

- Operators
- EPC Contractors
- Package Suppliers
- Equipment Suppliers
- Manufacturers

For more detailed descriptions of the service see www.collabor8.no/eqhub/.

2.2 Access management

Refer to www.collabor8.no/eqhub/.

2.3 Support

Support contact info is available on www.collabor8.no/eqhub/.

2.4 Service level

2.4.1 Availability

Offshore Norge's goal is that the service should be available at all times, except for during standard maintenance windows.

2.4.2 Standard Maintenance window

Standard Maintenance windows (planned maintenance) are used for carrying out technical and functional updates.

- Technical updates: Typically performed monthly, with the goal of not affecting the availability of the service.
- Functional updates: Performed in relation to releasing new functionality in the service. Maintenance notifications are published on the service login-page and/or in e-mail to the Users minimum 7 days in advance.

2.5 Data management

2.5.1 Data sharing principles

All information populated into the Service, regardless of source, is available for all User organisations enrolled in the Service, with following exceptions:

- Data that the uploading party have configured to only be accessible for certain User organisations

2.5.2 Roles and responsibilities

Role	Responsibilities
Operators on the NCS	<ul style="list-style-type: none">• Can approve deletion of document and data• Can approve sharing of documents and data
EPC Contractor	Read only access
Package Suppliers	Read only access
Equipment Suppliers	<ul style="list-style-type: none">• Establish documents and data related to own products• Read access to own products
Manufacturers	<ul style="list-style-type: none">• Establish documents and data related to own products• Read access to own products
Offshore Norge	<ul style="list-style-type: none">• Facilitate overall data governance, including ensuring that the overall data quality in the Service is aligned with recognized and relevant standards• Facilitate as required 3rd party verification of data uploaded into the Service by User organisations

2.5.3 Deletion of information

As a general principle, it shall not be possible to delete any information published in the Service. However, if required, information may be deleted by Offshore Norge.

3 Service fees

Terms as stated in General terms section 4 – “Service fees” applies, with following additions:

- The Service is financed by the Operators enrolled in Service.

4 Processing of personal data

Terms in the General terms section 5 – “Processing of personal data” applies.

The Service Privacy Policy is available at www.collabor8.no/privacy-terms.

5 Security

Terms as stated in General terms section 6 – "Security" applies.

6 Termination

Terms in the General terms section 8 – “Termination” applies with following additions:

- Data will not be deleted for legal compliance.

7 Offshore Norge's additional obligations

Terms in the General terms section 13 – “Offshore Norge’s general obligations” applies with following additions:

- None

8 User organisation's additional obligations

Terms in the General terms section 14 – “User organisation’s general obligations” applies with following additions:

- All standard information entered into the Service is subject to 3rd party verification on behalf of Offshore Norge and the industry, however as stated in General terms article 14.5, the main responsibility of the correctness of the information is on the party uploading data to the Service.
- The User organisation acknowledges that information extracted by the User organisation, either via user interface or supported APIs, may only be used for fulfilling the purpose of the Service.

9 Governance

The Service is governed by Offshore Norge on the basis of directions set by the EqHub Reference group, consisting of representatives from the Operators enrolled in the Service.

10 Additional provisions

None