



OFFSHORE NORGE

**Collabor8**

**Magnet JQS**

**Special terms**

Deprecated version

## Content

1	Definitions and Abbreviations .....	2
2	Service .....	2
3	Service fees .....	3
4	Processing of personal data .....	3
5	Security .....	3
6	Termination .....	3
7	Offshore Norge's additional obligations .....	3
8	User organisation's additional obligations .....	4
9	Governance .....	4
10	Additional provisions .....	4

Deprecated version

## 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
Company Super User	User from a given User organisation with extended privileges and duties related to the Collabor8 Magnet JQS Service. For details refer to section 8.1.
HuRi-only	A subset of Suppliers only using the Service to do human right assessments based on being nominated/requested to do so by another User organisation.
HuRi Reference Group	The decision-making body governing the human rights assessment types within the Magnet JQS Service
Supplier	A User organisation that uses the Service for providing assessments related to own qualification as supplier.

## 2 Service

### 2.1 Description

Collabor8 Magnet JQS (hereafter called "Service") is a supplier register and a service for qualification of Suppliers.

The Service allows:

- 1) Suppliers to register and assess own organisation.
- 2) User organisations to search for Suppliers.

For more detailed descriptions of the Service see [www.collabor8.no/magnetjqs](http://www.collabor8.no/magnetjqs).

### 2.2 Access management

Privileges and access rights are controlled by the Company Super user.

### 2.3 Support

Refer to description of the Service's support at [www.collabor8.no/magnetjqs](http://www.collabor8.no/magnetjqs).

### 2.4 Service level

#### 2.4.1 Availability

The goal is that the Service should be available at all times, except for during standard maintenance windows as described below.

#### 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 sources

Company information available in the Service originates from following sources:

- Each individual User organisation providing information limited to own organisation.

- Trusted 3<sup>rd</sup> party web resources providing financial key figures and ownership information, such as public business registries.
- Trusted 3<sup>rd</sup> party news sources providing relevant company news.
- Audit reports published by audit providers.

Sources for parsed information are specified within the Service user interface.

### 2.5.2 Data sharing principles

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

- Dun & Bradstreet Rating will only be available to Operators.
- Verification process results (reports and actions plans) will by default only be available for Operators and User organisations represented in HuRi Reference Group.

## 3 Service fees

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

- The Service is financed by the Operators.
- Non-Operators must pay an annual Service fee of NOK 5.700, -
- For HuRi-only Suppliers no fees apply, as covered by the User organisation that have nominated the HuRi-only Supplier.

## 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](http://www.collabor8.no/privacy-terms).

## 5 Security

Terms as stated in General terms section 6 – “Security” applies, with following additions:

- The Service uses Collabor8 Hello to provide secure log-in and authentication services. Refer to Collabor8 Hello Special terms available at [www.collabor8.no/terms-of-services](http://www.collabor8.no/terms-of-services) and general information available at [www.collabor8.no/help-centre](http://www.collabor8.no/help-centre).

## 6 Termination

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

- Upon termination the User organisation will be set to an “Inactive” state
- With respect to clause 8.6 in the General terms (data deletion or retention) data will be retained as the Service acts as an archive solution.
- User organisations onboarded as “HuRi only” users, will be automatically offboarded after 2 years from the day being onboarded. Offshore Norge will not send any notifications concerning the termination.

## 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:

### 8.1 Company Super User

Each User organisation must appoint and maintain a Company Super User, acting as the User organisation's overall Service administrator. These responsibilities include:

- Being responsible for the company's administration of users and content in the Service
- Having the authority to act as main contact towards Offshore Norge concerning the User organisation's use of the Service.

For Company Super Users representing a Supplier, responsibilities also include to ensure that all information registered into the Service is correct, ref. section 8.3.

### 8.2 Verification

Each User organisation approves that it could be subject to external reviews and auditing processes. This includes, but is not limited to, verification or audits of capability assessments, management systems, products and services.

### 8.3 Correct information

Each Supplier shall ensure that all information registered into the Service is correct. This shall be ensured by doing ad-hoc updates when required, in combination with a mandatory yearly review.

The Supplier acknowledges that incorrect and/or missing information, and failure to update and review content will lead to that it will no longer be able to search for other Suppliers and their products and services within the Service until information have been provided and/or updated.

## 9 Governance

The Service is governed in dialog with the Operators, using Offshore Norge's governance model.

## 10 Additional provisions

None