Collabor8

EqHub

Special terms

Content

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	A person from a given User organisation with extended privileges and duties related to the service. For details refer to section 8.
Contractor	A company providing one or more services related to Engineering, Production, Construction and Installation.
Brand	A type of product manufactured by a particular company under a particular name, or brand.
Operator	A firm being designated as operator of a production and transport license for petroleum on the NCS.
SPIR	Spare Part Interchangeability Record
Supplier	A company providing product specific information into the Service. Examples of such companies are manufacturers, distributors, package suppliers and agents.

2   Service

2.1   Description

Collabor8 EqHub (hereafter called "Service") is a common data sharing platform for sharing technical standard information between Operators, Contractors and Suppliers on the NCS.

The Service also supports defining and sharing of project-specific information such as tags, packages and SPIRs that can be shared between Operators, Contractors and Suppliers associated with shared project(s). Any project-specific information, or subsets thereof, is only accessible to those with a delegated role and responsibility in the context of such information.

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 governance

Offshore Norge will facilitate overall data governance of all data in the Service. This includes but is not limited to ensuring that the overall data quality in the Service is aligned with recognized and relevant standards.

2.5.2   Data sources

Supplies and Contractors
Provides product specific information into the Service related to own products and Brands.

Other data suppliers
The service uses various sources for enrichment of information, including but not limited to:

- GS1 (for Global Trade Item Number and UNSPC data)
- MagnetJQS (Company information)

2.5.3   Data sharing principles

As a basic principle,

- All information populated into the Service, regardless of source, is available for all Operators.
- Suppliers and Contractors may restrict access to own documents not intended to be available to all User organizations.
- Suppliers have access limited to own data but may be granted access to other data based on access granted by either other Suppliers, Contractors or Offshore Norge.

2.5.4   Data quality verification

Information in the Service may be subject to 3rd party verification facilitated by Offshore Norge based on contracted providers of such verification services.

In addition, Offshore Norge may subject for mandatory training, approve individual staff from either Operators, Contractors or Suppliers to become authorized to do verification of information quality in the Service.

For project-specific information (e.g. tags, packages, SPIRs), the responsibility for data quality lies primarily between project participants according to their delegated roles and/or responsibilities.

2.5.5   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 fully financed by the Operators.

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 information in the Service may be 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.
- Each User organisation shall appoint at least one Company Super user responsible for user administration and access provisioning limited to own company Users. The Company Super User(s) will also be the main contact towards Offshore Norge's Service Responsible and Service support.

9   Governance

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

10   Additional provisions

None