



Collabor8

ILAP

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 regarding the Services covered by these Special terms:

Term	Definition
Company Superuser	Superuser is the dedicated person(s) within an organisation using ILAP that provides 1st line support to end users in own organization and is allowed to contact 2.line support.
Contractor	A company that takes on a primary role in providing comprehensive services under a major contract with the Operator. Examples of services provided are handling of projects within engineering, procurement, construction, installation, commissioning and decommissioning in relation to onshore and offshore facilities and infrastructure.
Supplier	Similar to Contractor but typically limited to service and equipment deliverables towards a Contractor or toward an Operator directly.
ILAP	Integrated Lifecycle Asset Planning
ILAP Steering Committee	The decision-making body for governing the ILAP Service

2 Service

2.1 Description

The purpose of the Collabor8 ILAP service (hereafter called "ILAP") is to provide the Users with a secure tool for efficient transfer and integration of validated schedule data between planning tools within own organization and across organisations using the ILAP service.

Intended users are Operators, Contractors, and Suppliers in the Energy Industry.

The ILAP software consists of two main components:

1) ILAP Data Exchange (IDE):

- Translates the schedules from commercial planning tools to standard format, readable to other planning tools, using a global and publicly available ISO standard.
- Facilitates secure distribution of schedules through a shared cloud infrastructure.
- Currently supports mapping, transport and monitoring across SAP, Safran, Primavera, MS Project and ILAP Analytics.

2) ILAP Analytics

- A downloadable software component installed within each User organizations own infrastructure.
- Acts as a repository for all company internal schedules enabling schedule analytics and data distribution.

For more details refer to www.collabor8.no/ilap.

2.2 Access management

User accounts are administrated by the User organisation's Company Administrator.

2.3 Support

For more details refer to www.collabor8.no/ilap.

2.4 Service level

2.4.1 Availability

For ILAP Data Exchange (IDE) Offshore Norge's goal is that the Service should be always available, except during standard maintenance windows.

2.4.2 Standard Maintenance window

Standard Maintenance windows (planned maintenance) are used for carrying out technical and functional updates, with the goal to minimize downtime period to a minimum.

- Technical updates: Typically performed monthly
- Functional updates: Performed when relevant in relation to release of new functionality in the Service

2.5 Data management

ILAP Analytics must be deployed in the User organization's own IT infrastructure and be managed by each User organizations own staff.

ILAP Data Exchange (IDE) is hosted in Offshore Norge's Azure Cloud.

In addition, ILAP Data Exchange (IDE) needs one or more local components that can either be a Desktop Client and/or an Autonomous Component, to be installed within the User organization own IT infrastructure.

All components to be installed within User organizations own infrastructure will be provided for download via relevant distribution channels that will be provided for as part of the sign-up process.

3 Service fees

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

- The Steering Committee decides annual Service fees on annual basis.
- Service fee for new User organisations enrolled during a year will be set on a case-by-case basis.

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, with following additions:

- None

6 Termination

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

- None

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:

- Each User organisation shall appoint at least one Company Superuser responsible for own company's use of the Service.
- Responsible for when required deploying updated versions of ILAP components in own internal infrastructure according to recommendations/instructions from Offshore Norge.

9 Governance

All decisions concerning design, maintenance, operation, budget, and functionality are made by ILAP Steering Committee.

10 Additional provisions

None