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## PETROFAC LIMITED

### DRIVING POLICY

#### Vision

Driving accidents are the largest cause of fatalities in our industry. We therefore aspire to the highest standard of driving safety in accordance with our Horizon Zero vision.

#### Commitment

We shall reduce the risk of driving through the implementation of our Driving Standard, Life Saving Rules and this policy which applies to all employees and all contractors working under our direction.

#### Objectives

##### Driver Training and Qualification

Employees and contractors tasked with driving at work must obey all local laws and regulations and be in possession of a valid license for the vehicle being driven. The driver shall receive appropriate training as required within the Petrofac Driving Standard.

##### Seatbelt

As a condition of employment, all employees and contractors must wear their seatbelt at all times when on company business either as a passenger or a driver. Prior to starting a journey, the driver must ensure that all vehicle occupants are wearing a seatbelt.

##### Journey Management

A Journey Management Plan shall be developed, commensurate with the level of identified and assessed land transportation risk.

##### Speed

Drive within the speed limit at all times and at speeds that are safe for the conditions, recognising that, in some circumstances (such as rain or fog) this may be below the posted speed limit.

##### Substance Abuse

It is strictly prohibited to drive a vehicle on company business while under the influence of alcohol, illegal drugs (including psychoactive substances), or any prescription drugs that may impair a person's ability to drive.

##### In-Vehicle Monitoring System (IVMS)

An IVMS shall be installed to measure and monitor driver and vehicle safety performance in all company-controlled vehicles except where it can be shown that the vehicle and its method of use creates a low risk of a serious or major consequence event.

##### Mobile Communications

Drivers on Company business shall only use mobile phones and radio communication sets, including hands free units, when the vehicle is stationary and safely parked.

##### Disciplinary Action

Violations of this policy can result in a disciplinary action up to and including termination.

##### Fatigue Management

Arrangements shall be in place to ensure that drivers do not suffer from fatigue when driving and enhance their alertness.