

EXHIBIT I

SCOPE OF WORKS

I-1.0 SPECIAL PROVISIONS

I-1.1 MOBILIZATION/DEMobilIZATION SITE

- Tien Hai Gas Distribution Center (GDC) in Tien Hai district, Thai Binh province or
- Ports in Thai Binh province.
- Ports in Hai Phong city.

I-1.2 CLIENT's Operations Office

Royal Tower B, 235 Nguyen Van Cu Str., Dist. 1, HCM City, S.R. Vietnam.

I-1.3 Mobilization Date/Notice

CONTRACTOR's Routine O&M Personnel shall be available within two (02) weeks upon receipt of CLIENT's Mobilization Notice.

During contract execution, for Ad-hoc personnel, Call out shall be subjective to availability of personnel but CONTRACTOR at best endeavor to secure personnel within 01 week from notice. Mobilization cost for Ad-hoc personnel shall be paid by CLIENT.

The first mobilization

Before whole team of CONTRACTOR come and take over the Scope, the newly coming team shall undergo familiarization period for approximately two (2) weeks for the below:

- o Safety induction by Client disciplines
- o Training for facility specific instrumental control system operations
- o Being trained features of PCOSB's HSEMS and Safety Management Program
- o Going though operating procedures and drawings
- o Hand-on production operations before taking over

Platform detail technical document, drawings, site specific procedures...for above requirements will be provided 01 week before familiarization period.

Note:

- *Timesheet for payment will started from date when CONTRACTOR personnel start to take duty, after familiarization period.*
- *Contractor shall arrange personnel available to attend familiarization and its owned cost.*

I-1.4 Work Site(s)

- Wellhead platform TBDP-A, offshore Thai Binh.
- PV Gas' GDC, Tien Hai, Thai Binh.
- Warehouses and terminals assigned by Client.

I-2.0 SCOPE OF WORKS

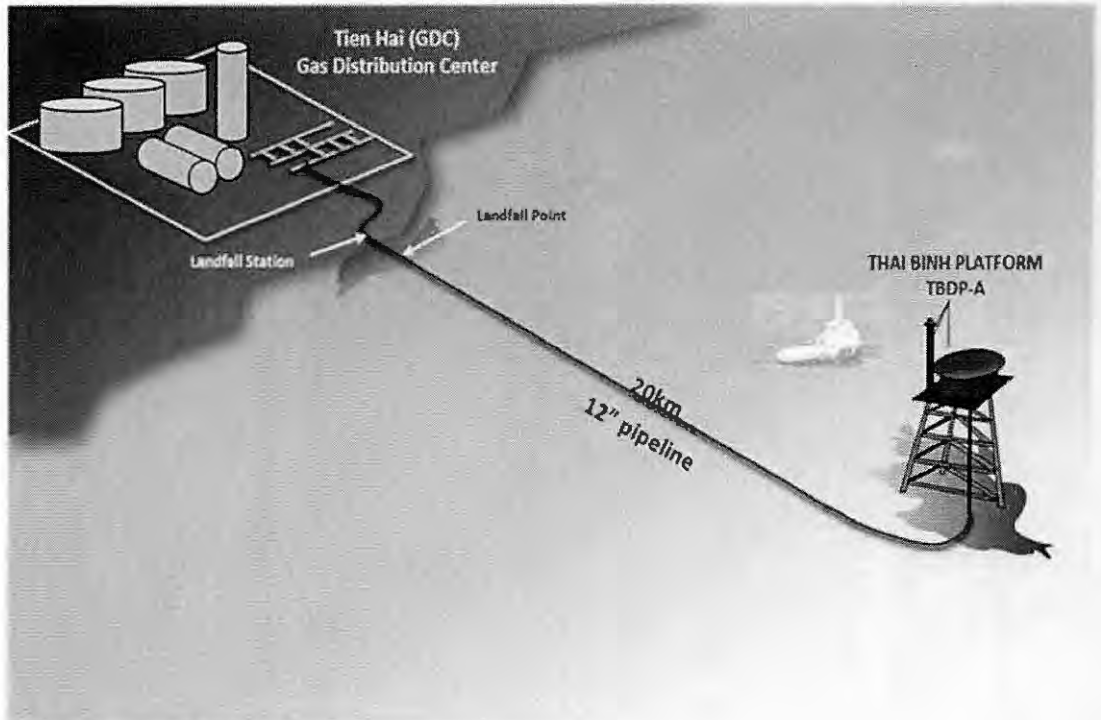
I-2.1 Operations Brief

Thai Binh field is a gas field which is located around 20 km from Tien Hai, Thai Binh, S.R Vietnam, Blocks 102&106, with water depth of 25-30m.

Thai Binh development consists of Thai Binh Wellhead Platform (TBDP-A) and a 12" subsea pipeline to onshore GDC.

The Wellhead Platform is built and operated by CLIENT with wellhead (02) and control facilities, fuel-gas system, gas engine generator, diesel engine generator, chemical injection packages, gas metering skid, etc.

The subsea pipeline and the onshore facilities are under the scope of the gas buyer, PVGas.



Platform's First Gas was from 2015.

The area is under impacted of 5-10 tropical storms per year.

Because Thai Binh is only production platform in northern, high uptime (above 99%) it is required to supply gas continuously to local industrial gas consumers as well as CNG lorries.

O&M Team consists of CLIENT's Operation Executive/Field Superintendent and CONTRACTOR's O&M Personnel.

Maintenance and Inspection of platform comprise preventive maintenance (PPM), corrective maintenance (CM) and predictive maintenance (PdM) in which major tasks will be coordinated and managed by discipline engineers, and the rest of routine tasks will be carried out by Operation and Maintenance (O&M) Team.

Operation and Maintenance (O&M) Teams shall be based at Centre Control Room (CCR) inside PV Gas' Tien Hai GDC to control the TBDP-A remotely and shall visit TBDP-A on weekly basis and ad-hoc if required. Most of transportation is via water utilizing nearby local jetties.

For logistics arrangement, Thai Binh Operation use mainly supply vessel and crew boat for personnel transfer from/to adjacent ports like Diem Dien port, Hai Phong port at flexible arrangement. Majority of safety risk is from transfer of personnel overboard, from vessel to vessel and vessel to platform.

Besides, CLIENT may request additional O&M manpower (1 or 2 personnel) on call out basis for major activities on required.

I-2.2 Routine O&M Team

CONTRACTOR to provide O&M Personnel of well experience in daily operating and routine PPM (Preventive Plan Maintenance) and troubleshooting for offshore gas production platform, which shall include:

Position	Quantity	Remark
Production Technician	3	Routine
Mechanic Technician	0	Routine
E&I Technician	2	Routine
Supervisor / Team Leader	Included above	
Technician (ad-hoc)	1-2	Called out

CONTRACTOR's responsibility is to provide suitably qualified, experienced and competent personnel in the number as specified above.

Routine personnel shall work in four (04) teams back-to-back and under the supervision of CLIENT's Operation Executive/Field Superintendent following an approved roster.

For every working team, one person will be assigned as on-duty team leader.

I-2.2 Ad-hoc O&M Team

CLIENT may require extra personnel for operational and maintenance works. Basically, competency requirement for ad-hoc personnel is same as requirement for routine O&M team at same title.

When required, CONTRACTOR to provide ad-hoc personnel with 2-week notification.

Mobilization of off-duty O&M personnel from approved roster for ad-hoc work is applicable.

I-2.3 Requirements of WORKS

I-2.3.1 General Requirements and WORKS Conditions

- Upon receiving CLIENT's instruction, CONTRACTOR shall mobilize the required O&M Personnel to perform WORKS at the designated point of assignment/Work Site(s).
- All CONTRACTOR's O&M Personnel shall be approved by CLIENT prior to mobilization to Work Site(s).
- CONTRACTOR's O&M Personnel assigned under this CONTRACT shall ensure that their actions and conduct shall in no way detract from the integrity and image of CLIENT.
- CONTRACTOR's O&M Personnel may be required to work with other contractors who have different rules and regulations governing conduct at the Work Site(s). The O&M

Personnel shall acquaint himself with these rules and regulations and to conduct himself accordingly.

- CONTRACTOR's O&M Personnel may have to work with personnel of various nationalities. Under such circumstance, he shall respect the customs and behavior of these different nationals and refrain from derisive or scurrilous comments or action.
- All CONTRACTOR's O&M Personnel shall study and understand all applicable CLIENT's specifications, code, standards and manuals.
- CONTRACTOR's O&M Personnel are expected to perform WORKS to the satisfaction of CLIENT, including:
 - ✓ **Platform uptime (yearly and monthly): above 99%.**
 - ✓ Platform maintenance program implementation (routine offshore PPM): above 90%. Any planned task delay to next month is considered to non-performance.

Team's lack of due diligent, lack of discipline, poor collaboration and caused underperformance of uptime shall be considered service not completed.

If an individual fail to meet the expected performance standard, CLIENT shall request CONTRACTOR to demobilize the O&M Personnel by giving one (01) day notice. It shall be CONTRACTOR's responsibility to find a suitable replacement candidate, to be approved by CLIENT.

- CONTRACTOR's O&M Personnel shall be familiar with the WORKS that is required of them as well as working conditions. CONTRACTOR shall ensure its O&M Personnel have adequate knowledge of the inherent dangers and hazards of working at Work Site(s).
- CONTRACTOR's O&M Personnel shall be required to perform WORKS either at onshore or offshore locations. CONTRACTOR's O&M Personnel will be transported by helicopter or supply vessel and fast crew boat. CLIENT reserves the right to assign CONTRACTOR's O&M Personnel to a new Work Site(s) other than as originally specified.
- CONTRACTOR shall ensure that all CONTRACTOR's O&M Personnel have completed the requisite safety and/or skill training. Upon request by CLIENT, CONTRACTOR shall produce evidence that the O&M Personnel have undergone such training or the required refresher courses. CLIENT has the right to demobilize any of CONTRACTOR's O&M Personnel if it is discovered that the O&M Personnel have not undergone the specific training and CONTRACTOR shall replace same at no additional cost to CLIENT.
- In the event that CONTRACTOR's O&M Personnel submit or tender his resignation while still under this CONTRACT, it shall be CONTRACTOR's responsibility to find a suitable replacement at no additional cost whatsoever to CLIENT. Acceptance of such replacement candidate shall be subject to CLIENT's approval.
- CONTRACTOR's O&M Personnel shall comply with CLIENT's Offshore Safety Passport requirement which mentioned in **Exhibit III: HSE Requirements**.

I-2.3.2 Leave and Off-duty

- CONTRACTOR's O&M Personnel shall not be entitled to any paid leave.
- CONTRACTOR's O&M Personnel shall not be paid during their off duty between shifts (payment shall be based on actual working days recorded on time sheet).
- All leave and off-duty should be part of CONTRACTOR's organization responsibility and planning.

- CONTRACTOR shall find a suitable replacement candidate whenever CONTRACTOR's O&M Personnel is on leave under any kind. Acceptance of such replacement candidate shall be subjected to CLIENT's approval and there shall be no additional cost to be borne by CLIENT for the replacement. The rates quoted shall be inclusive of this requirement.

I-2.3.3 Office and Working Facilities, Accommodation, Transportation, Medical Services and Others

CLIENT shall provide suitable office and related facilities, wherever applicable, for CONTRACTOR's O&M Personnel for the performance of WORKS.

For onshore, CLIENT shall not be responsible for the provision and cost of accommodation, meals and transportation from home to Mobilization/Demobilization Site and vice versa. CONTRACTOR shall make necessary arrangement for their O&M Personnel to duly perform his duties and responsibilities working for CLIENT. The CONTRACT rates are inclusive of this provision.

CLIENT will not be responsible for the medical welfare of CONTRACTOR's O&M Personnel. However, in cases of extreme emergency (including medevac), CLIENT, at its discretion, shall make available to the CONTRACTOR's O&M Personnel any medical facilities CLIENT has available through its own channels. All medical expenses and associated logistics arrangement shall be borne by CONTRACTOR.

For offshore, CLIENT shall provide:

- Accommodation and meals offshore; and
- Transportation between Mobilization/Demobilization Site and Work Site(s).

For avoidance of doubt, CONTRACT rates shall include but not limited to salary, Personal Income Tax (PIT), insurance, social contribution, bonuses, fringe benefits, allowance, periodical medical check, personal protective equipment (PPE), mandatory safety training (either provided by CLIENT or CONTRACTOR) as required training matrix below, routine transportation (from home to Mobilization/Demobilization Site and vice versa), onshore accommodation and meals etc. but exclude VAT.

CONTRACTOR's PERSONNEL shall not be paid daily rate during the off-duty time for whatever reason including but not limited to training, meeting required by either Parties in order to cater for operations.

The CONTRACTOR shall retain on its payroll sufficient number of qualified PERSONNEL to ensure that the required numbers of PERSONNEL are available to the CLIENT each day at the designated locations during normal working hours and for such additional working hours as the CLIENT may from time to time instruct. Such payroll numbers must be adequate to supply relief PERSONNEL to cover the absence through sickness, holidays, rest periods, training or any other cause of non-availability of PERSONNEL for scheduled SCOPE OF WORKS.

I-2.3.4 Regulation and Codes of Practices

CLIENT shall furnish all relevant information available to it and shall give such assistance as shall be reasonably required by the CONTRACTOR's O&M Personnel for carrying out their duties.

CONTRACTOR's O&M Personnel shall perform the WORKS in accordance to stipulated rules, regulations and accepted codes of practices.

I-2.3.5 O&M WORKS in Details

In general:

- To work in CLIENT's CCR inside PV Gas' GDC, to control, monitor and troubleshooting all process and utility systems on TBDP-A from the CCR.
- To carry out O&M and troubleshooting activities on TBDP-A on weekly basis or upon request by CLIENT.
- To carry out O&M and troubleshooting activities on CLIENT's facilities onshore (CCR, communication tower/equipment, UPS/battery room).
- To work with material, equipment preparation, inspection, maintenance, repair at CLIENT's supply base before sending offshore or after receiving from offshore.
- To support, supervise any other O&M contractors working with CLIENT facilities onshore and offshore or any work as audit, survey, inspection, modification, repair, etc...
- To work with materials, tools, equipment at CLIENT designated storages or ports.

Detail work scopes are described but not limited to the list below:

- Control, monitor all equipment operated by CLIENT.
- Carry out all kinds of equipment basic care, preventive, and corrective maintenance.
- Carry our sampling / measurement / inspection/ calibration of equipment.
- Crane operations for transferring of personnel and cargo.
- Bunkering of diesel, water.
- Carry out chemical refill /replacement.
- Carry out pigging operations.
- Troubleshooting.
- Housekeeping.
- Reporting.

I-2.3.6 Shift Schedule

Normal onshore working: 12hrs/shift, 2 shifts/day, 7 days/week (including coffee break and lunch break) to be applied.

Normal offshore working: 12hrs/shift, 2 shifts/day, 7 days/week (including coffee break and lunch break) to be applied.

Roster of O&M personnel can either two (02) weeks on/two (02) weeks off or four (04) weeks on/four (04) weeks off which shall be confirmed and approved later by CLIENT. Any deviation from approved roster shall be subject to Operation Executive/Field Supt approval

CONTRACTOR's O&M Personnel may be requested to work over-time upon actual work requirement by CLIENT. Overtime shall be applied 1,5 times, 2 times and 3 times over the basic daily rate for weekday, weekend and Public Holiday respectively. This is applicable to extension within a mobilization trip.

For ad-hoc mobilization, where additional cost is incurred, Ad-hoc mobilization cost will be applied.