



Expert Petroleum



SUSTAINABILITY REPORT 2017

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ABOUT US

Expert Petroleum SRL („XP”) is an upstream oil and gas service company with **headquarters in Bucharest** which provides long term production enhancement services in order to make mature oil and gas fields safer, cleaner, more productive and more economical for longer time. **(102-1, 102-3)**

XP is currently operating and enhancing 13 mature oil and gas fields , on **the Romanian market (OMV Petrom, ANRM)**, with more than 250 producing wells, employing 350 people. **(102-6)**

Expert Petroleum is specialized in:

- Production and reserves enhancement with a systematic and innovative analytical approach to maximizing reservoir productivity.
- Field operations optimization such as lean-operations principles, process re-organization and surface facilities modernization.
- Abandonment and decommissioning within tight environmental requirements. (From Mature back to Nature)

XP is part of the GMS holdings group which is a large private family investment group of diversified international businesses and has also the financial back-up of EBRD. As an independent service provider, XP can provide more cost-effective solution long term comparing to international oil field service companies.

Being a family-owned company, we have a very long-term view on the business, and we take great care to ensure our operations benefit the local community around. Expert Petroleum’s key competitive advantage is its unique personnel management capabilities, which support, train and empower the local organization toward production

OWNERSHIP

The company is 100% owned by Expert Petroleum SPV SARL, a private limited liability company existing and incorporated under the laws of Luxembourg, registered with the Luxembourg Register of Trade and Companies. **(102-5)**

GOVERNANCE

The company is a limited liability private company and is managed by its sole shareholder who has the competence to nominate the company’s administrators, censors and internal auditor.

XP has three administrators who are also part of the management team, two of them are also employees of the company and the third one is just having a remunerated mandate as administrator. All administrators have full power to decide upon social matters, hiring/dismissal decisions and all activities related to company’s daily activities. Certain rules though related to administrators’ responsibilities and financial limits for individual signatures of the administrators or combinations are set in

the company by regulations.

The sole shareholder’s board is making sure the Company has a clear path for development; approval and updating the organization’s purpose, value or mission statements, strategies, policies, and goals related to economic, environmental, and social topics are also important attributes of the Board.

Expert Petroleum’s management team runs the daily operations of the company and reports on a monthly basis to the board on all relevant issues concerning the course of business, strategy implementation, risk profile and risk management of the Company. **(102-18)**

2017 IN NUMBERS

350

Employees

\$ 20,535,831

Net sales

\$ 20,981,674

Total capitalization

\$ 10,655,205

Debt

\$ 10,326,469

Equity

13

No. of Fields Operated

Making mature oil and gas fields more SUSTAINABLE is our core business.

CHAIRMAN'S STATEMENT

Making mature oil and gas fields more sustainable is our core business.

We are an efficiency-driven, and human-centred organization that rehabilitate mature oil and gas fields to make them safer, cleaner, more productive and more economical for longer time.

Today 70% of the oil and gas production in the world is coming from fields that are mature and that have been developed with outdated technologies, oversized footprint and environmental standards not as stringent as the ones required today by all stakeholders.

As Oil and Gas will continue to meet a major share of global energy demand for decades to come, we are convinced that a smarter exploitation of these existing resources could lead to a sustainable future of our industry.

We not only aim to be at the forefront of sustainability best practices adoption but also to proactively innovate and raise the standards higher. Our ambitions is to promote continuous improvement of our sustainability performance, irrespective of our achievement so far as we do want to make a difference to ensure the oil and gas industry adapts to the stricter stakeholders requirements.

This is why this first sustainability report of Expert Petroleum is so important to us. As it will not only calibrate and confirm our positive results after few years of investments and operations but also set our own benchmark to improve and reach the next level year on year.

This is an exciting chapter one of a journey that will for sure bring our organization to the next level in terms of transparency, performance, corporate culture and reputation. The report is developed in line with the GRI Standards and broadly describes our strategic approach, the procedural framework, the operational practices implemented and the performance achieved in 2017 and also the trend since we took over the fields operations in April 2013.

Retrospectively looking back at our sustainability performance achieved since we took over the fields operations, we are proud of the progresses made and of the commitment demonstrated by our people to ensure a sustainable business. I would emphasize several landmarks worth mentioning leaving you the pleasure of discovering more details by reading the report:

- On May 29th 2017, the CEO and the members of OMV Petrom's board awarded Expert Petroleum SRL with the Best Environmental Performance for having achieved the highest reduction in Green House Gas (GHG) intensity and Freshwater Withdrawal.
- However in 2017 our GHG intensity has slightly increased vs 2016



CHAIRMAN'S STATEMENT

due to sharp increase in gas production at the end of the year in the Lovrin field which causes additional pipeline leaks in the aging pipeline network and this was a key action plan to be fixed in 2018.

- Our energy management system has been certified in accordance with ISO 50001 standard.
- We are proud to have still a very low employee turnover, having raised the percentage of women in the company in 2017 to 23% of the workforce and increase significantly the training hours per employees compare to 2016.
- Our security contractor had one fatality and one injury in 2017: while working on our fields one of their security vehicle was hit by a third party vehicle from the rear resulting in this tragic outcome for the two occupants of the vehicle. A root cause analysis of the incident has been made and an action plan has been put in place to ensure all is done for this not to happen again.

Our performance in these domains is important as it will be our legacy that will make a difference for all the stakeholders who have been involved and impacted for many years by these field operations: employees, local communities, clients, suppliers, authorities and shareholders, so we will continue to issue every year a sustainability report to monitor and improve our performance. Looking forward to it and stay tune.

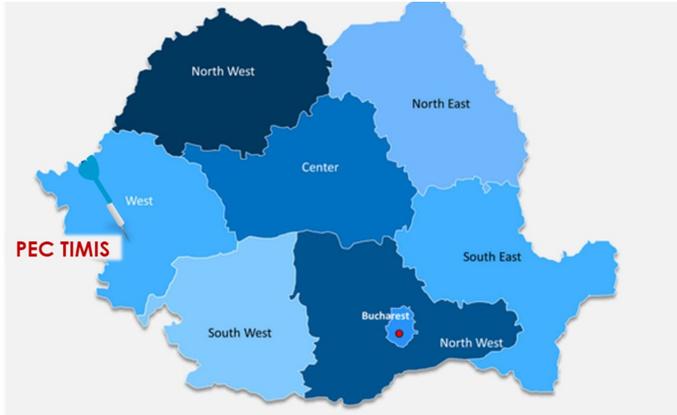
David Martinon

CEO Expert Petroleum

EXPERT PETROLEUM AND OMV PETROM

Expert Petroleum SRL operates in Romania for OMV Petrom 13 fields under a Production Enhancement Contracts (PEC) of 25 years (15+10). The PEC's are a growing services partnership model for mature assets rehabilitation. **(102-4)**

In such service contracts, Expert Petroleum:



- commits to a minimum work program and capital expenditures;
- takes over the operating field personnel from OMV Petrom;
- funds capex and opex investments;

OMV Petrom :

- Finances a yearly conformity budget set in the contract for non-standards surface facilities that need upgrade;
- A Pre-take over Environmental audit delimit the liabilities between OMV Petrom and XP
- OMV Petrom remains the concession holder and keeps the reserves, assets and production.

Since April 2013, Expert Petroleum spent more than 50 MUSD in Capex in these fields and increased the production by more than 70% compare to baseline, with a systematic and innovative analytical approach to identify:

- Surface facilities bottlenecks
- Artificial lift, flow assurance, maintenance and wells interventions optimizations opportunities.
- New workovers (perforations, recompletion, hydraulic fracturing, water shut off, gravel packs...) and new wells candidates.

Expert Petroleum also reduced with a thorough Field Operations Optimization Program:

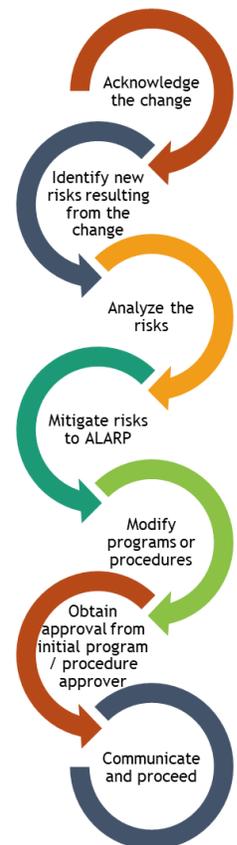
- The Opex/boe by 45%
- The Green House Gas intensity (tCo2 eq/toe) by 75%
- Freshwater Withdrawal Intensity by 60%
- Energy Intensity Coefficient by a factor of 3

CHANGE MANAGEMENT



Change management is a process to review the consequences of changes made to designs, procedures, programs, work instructions, equipment. The process should be applied to all changes that introduce new hazards and risks, cause an increase in the level of the risk or a deviation from policies, standards, procedures or work instructions. The objective of this is to control changes,

guarantee technical integrity, process safety and ensure relevant parties are identified and advised and provide a road map for decision-making. **(102-11)**



CENTERS OF EXCELLENCE

Expert Petroleum has developed Centres of Excellence which consist of multidisciplinary teams of staff who capture and share information, best practices and case studies to provide a focal point of competence, knowledge and leadership on a focus technical area related to mature assets rehabilitation. **(102-11)**

SIGNIFICANT CHANGES

The company took over a number of 448 employees via a transfer of undertaking governed by TUPE (Transfer of Undertakings—Protection of Employment) legislation, starting 1st April 2013. No changes in the structure of the personnel and no reorganizations were possible within the first year of operation, given the agreement signed with the social partners and the provisions of the commercial agreement.

The fields required a number of investments and changes in the way they were operated so as to ensure safety, cleanness and efficiency of operations. Such activities included automations of certain operations and applying new technologies no longer required the same manpower. We also outsourced certain activities, mainly in the logistics area. The machines used at that time we took over were out of order or needed capital repairs and were no longer offering a safe work place. Therefore, both from a safety and security perspectives but also from an economic perspective, the most efficient way to deal with logistics requirements was to use subcontractors. All of the above have as consequence several individual restructuring projects which were initiated and implemented starting 2015. **(102-10)**

MEMBERSHIP OF ASSOCIATIONS AND EXTERNAL INITIATIVES

The company has invested time and all type of resources in various community projects focusing on three major directions: education, helping ones who need and environment friendly projects. Offering prizes to high performers pupils, offering needed equipment for adjusting teaching methods to new technology developments. Expert Petroleum has been supporting the local Environmental University—Universitatea de Vest Timisoara—through various student workshops and field visits in which the students could get a better sense of Oil & Gas activity and the way the company is managing the operations while focusing on reducing emissions and waste generated.

ROPEPCA was founded in November 2012, aiming to strengthen the image of the onshore upstream sector in Romania, and to enhance its relationship and communication with the state, government, regional and local authorities, national agencies, and general public. The association gathers active players from the Romanian exploration and production industry who share the same goals: respect for the environment, an ethical working relationship, respecting the highest standards and using the latest technology(www.ropepca.ro). [Expert Petroleum is one of the founding members of the ROPEPCA association, and our CEO, Michel Louboutin is a member of the Managing Committee. Mister Louboutin was elected Oil Man of the Year in 2011 by the Romanian Petroleum Club, and he was the President of ROPEPCA \(Romanian Petroleum Exploration and Production Companies Association\) between 2015 and 2016. \(102-12, 102-13\).](#)



SUPPLY CHAIN

In Oil & Gas Industry, Supply Chain Management is truly a team sport where the ultimate goal is getting materials and services to internal/external beneficiary where and how they want. The most crucial skill in such an environment is that all players must work together especially to deal with the unexpected and for this purpose the strategic approach is of utmost importance.

The Supply Chain Management (SCM) of Expert Petroleum has been designed to be a multi-skilled department, so as to fulfill the internal & external needs in terms of procurement, inventory management, warehousing, logistics, and commercial aspects. SCM Department has become an integral part of the corporate performance and is drawing increased attention from senior management. This has been possible only through continuous improvements driven by the leadership, integrity, innovation and teamwork in SCM practices in accordance with the Company policy, and delivering quality and timely services.

MANAGEMENT APPROACH

- Continue to improve the principle of **5S** in SCM Department (SORT – STRAIGHTEN – SHINE – STANDARDIZE – SUSTAIN);
- Continuous improvements in SCM Process according with the Organization needs;
- Reducing total cost of materials and services for the Organization while increasing quality and service.
- Leveraging internal expenditures while rationalizing the supply base;
- Optimizing the internal and external supply chain while managing inventory levels on a commodity;
- Improving organizational awareness of the “Total Cost of Ownership” while reducing excessive levels of requisitioning and complexity;
- Research and apply on “Low hanging fruit” concept which can bring instant savings to the Organization, credibility to the work of the team, building long term support for the Operation Departments;
- Create transparent , strong & long term business relations with the suppliers of materials/services for decreasing the price variation , risk management of the process, purchase orders/deliveries variations and inventory.

In 2017 we had a total of 389 active suppliers from which we purchased products or services.

Key factors of Expert Petroleum`s SCM

- Properly align and staff the supply chain department by centralizing procurement, contract management, inventory management, commercial and warehouse management.
- Supplier alliance management, where representatives of both parties working together to enhance the buyer – supplier relationship. We understood that two-way communication which requires both buyer and supplier to jointly manage the relation is more effective on the long term and brings value inside the Organization.
- Engage in collaborative strategic sourcing. We get internal “beneficiary” actively involved in the decision-making process as this approach not only ensure availability of suppliers but also results in lower cost, increased responsiveness to internal beneficiary changing needs, streamlined process.
- Established appropriate levels of control and minimize the risk. By periodically reviewing, the procedures and controls are kept updated in accordance with global SCM best practice in order to have proactive relations between SCM department – internal beneficiary - suppliers.
- Treat social responsibility and green initiatives with respect. Through internal process of selection suppliers and ITT (Invitation to Tender) or RFQ (Request for Quotation) we carefully ask for providing information about supplier`s environmental/green initiative which bring a plus in our selection process. **102-9**

SUSTAINABILITY IN A NUTSHELL

STAKEHOLDER ENGAGEMENT

Expert Petroleum maintains a permanent dialogue with its stakeholders, in order to be aware of their concerns, their expectations regarding Company’s operations, as well as possible dissatisfaction or recommendations for improving the activity and increasing the satisfaction of those involved or having an impact on Company’s activity.

Especially for the purpose of defining the content of this report, we consulted a wide range of stakeholder groups, prioritizing them by relevance and by the impact they have on our company or the way they are impacted by Expert Petroleum’s activity.

We received very valuable feedback from 37 various stakeholders, such as: local authorities, suppliers, clients, academic environment, professional associations, local management team, etc. The distribution of the respondents is presented in the graphic. **(102-40, 102-42)**

APPROACH TO REPORTING

The feedback received from our stakeholders, the reporting principles of GRI standards and a comprehensive analysis of reporting best practices supported us in defining the report content.

All topics considered relevant are approached within this sustainability report and for each one the boundary has been set as to cover all operations of Expert Petroleum and where applicable include the value chain of the organization. The entire report refers to the activity of the legal entity Expert Petroleum SRL that has no affiliated entity included in the financial statements. In the light of the report, Timis county is referred to as “significant location of operation”. **(102-45, 102-46)**

This is the first sustainability report developed by Expert Petroleum in accordance with GRI Standards, consequently no restatements of previously disclosed information are necessary, no previous reporting date is applicable and no significant changes in the process can be reported for the moment. However, we aim to maintain a strict tracking of the data reported and to disclose any change that might impact the reliability of the information included in our reports. **(102-48, 102-49, 102-51)**

We intend to constantly seek for feedback from our relevant stakeholders with respect to our sustainability, approach performance and impact and we will be in permanent contact with them. However, an annual stakeholder consultation extended campaign will be conducted, part of the sustainability report development process. **(102-43)**



The report covers the calendar year 2017 (1 January–31 December), unless otherwise specifically stated for certain data. For comparability purposes and to enable performance trend analysis, the data afferent to the year 2016 are also presented for the performance indicators. If considered relevant, a series of events occurred in 2016 that had impact on Company’s activity and sustainability performance from 2017 are also included in the report. We intend to report on our sustainability activities and performance on an annual basis, so our future report will cover the year 2018. **(102-50, 102-52)**

We are determined to continuously improve our reporting practices and we would appreciate your feedback on this report, so we encourage you to share your opinions regarding this publication or any other sustainability related aspect of our activity at info@expertpetroleum.ro. **(102-53)**

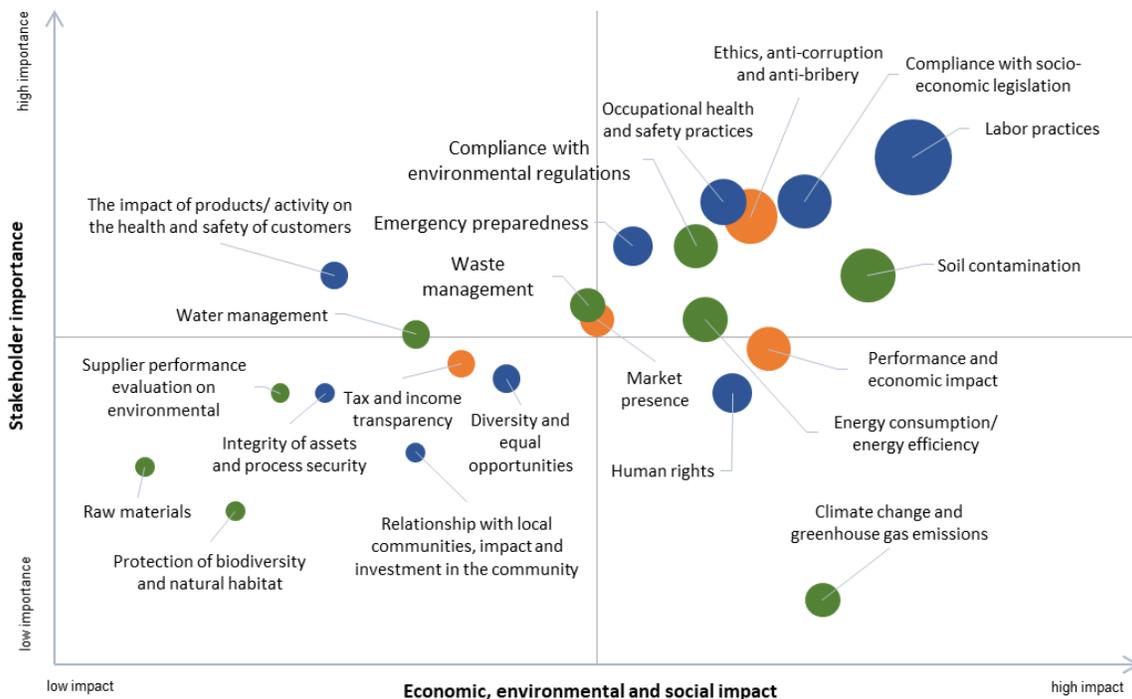
This report has been prepared in accordance with the GRI Standards Core option, following all the steps as presented in the applicable standards and applying the methodology, content and quality reporting principles and relevant expertise in the area of sustainability reporting. **(102-54)**

MATERIAL TOPICS

Consistent with GRI standards materiality guidance, we identified and prioritized important issues to our engaged stakeholders in order to develop the content of our sustainability report. Using the feedback from external stakeholder groups, as well as internal stakeholders, surveying industry peers and benchmarking best practices in the field, we determined the influence on certain topics on stakeholders' decision, as well as the significance of their economic, environmental and social impacts.

We identified the 14 most important topics for our company, through the methodology previously described.

These material topics formed the basis for defining the aspects, approaches and performance indicators to be included in the current sustainability report and are divided into 3 main areas: **Economic**, **Environmental** and **Social** (102-44, 102-46, 102-47)



Economic topics:

- Ethics, anti-corruption and anti-bribery practices
- Performance and economic impact
- Market presence

Environmental topics:

- Compliance with environmental regulations
- Energy efficiency
- GHG emissions
- Soil Contamination
- Water management
- Waste management

Social topics:

- Practices in the labour field
- Compliance with socio-economic legislation
- Occupational health and safety practices
- Emergency preparedness
- Human rights



ECONOMIC PERFORMANCE

Expert Petroleum provides production enhancement services in Timș area for OMV Petrom since 2013, based on the contract concluded between the two companies.

Previously, Expert Petroleum was involved in exploration and evaluation activity through concession agreements concluded directly with National Agency of Mineral Resources of Romania. This activity is in course of being discontinued.

Since the effectiveness of production enhancement contract concluded with OMV Petrom, Expert Petroleum has consolidated its position in the oil and gas services provision field of activity.

During the last two calendar years (2016 and 2017) Expert Petroleum has generated a profit before tax from production enhancement services of USD 4,011,918 (2017) and USD 609,496 respectively (2016). No non-compliance with laws and regulations in the economic area has been registered in the above mentioned period.

Cash generated from operating activities increased in 2017 to USD 7,392,585, compared to USD 4,402,261 in 2016. Part of these amounts was used in investing activities: USD 5,490,535 in 2017 and USD 2,799,452 in 2016. **(201-1)**

INVESTMENTS



ECONOMIC PERFORMANCE

| | 2017 | 2016 |
|--|------------------|------------------|
| | USD | USD |
| Profit before tax from continuing operations | 4,011,918 | 609,496 |
| Sales* | 20,536,000 | 21,004,000 |
| Direct Economic Value generated (DEVG) | 23,361,000 | 22,441,000 |
| Economic Value Distributed (EVD) | 16,511,000 | 17,810,000 |
| Economic Value Retained | 6,850,000 | 4,631,000 |

* Sales = revenues from production enhancement services

**DEVG= net sales and other operating income from continuing operations

*** EVD =value distributed to stakeholders (suppliers, government, capital providers, employees, shareholders, society)



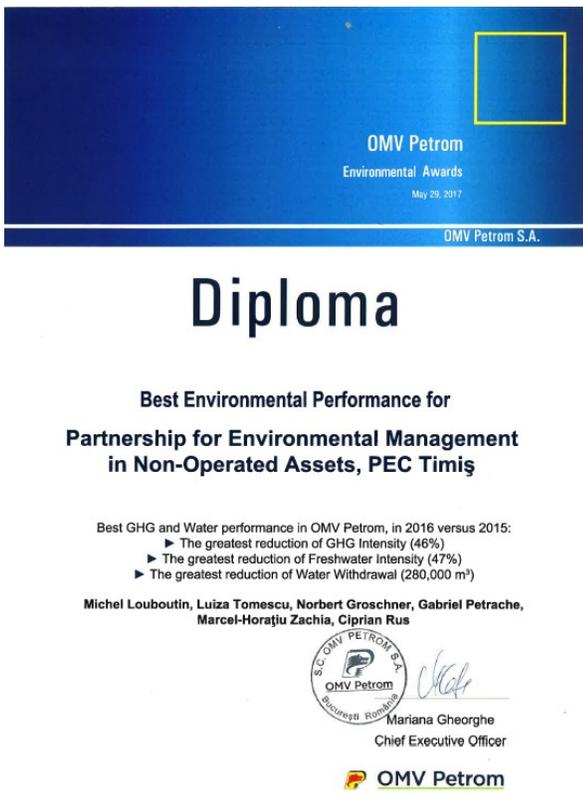
ENVIRONMENTAL PERFORMANCE

Making the fields we operate cleaner is an integral part of our value proposition and core capabilities. To do so we comply with environmental regulations and we put in place a focused action plan to increase Energy Efficiency and reduce GHG emissions, hydrocarbon spills, freshwater withdrawal intensity and the waste we generate.

The E3 performance (Environment & Energy Efficiency) is a strategic objective which ensures the long-term growth and success of our company. Therefore, we promote environmental awareness and we award performance.

Expert Petroleum's operations aims to maintain and continuously improve the environmental management system implemented and certified in accordance with ISO 14001 standard and the energy management system, compliant with ISO 50001. The monitoring and reporting of the Environmental KPIs is standardized and done on regular reporting processes, allowing us to monitor and improve our environmental performance.

OUTSTANDING 2016 ENVIRONMENTAL PERFORMANCE



On May 29th 2017, the CEO and the Members of the board of OMV Petrom awarded Expert Petroleum (PEC Timiș) with *Best GHG and Water performance in OMV Petrom/Non Operated Assets*:

- ⇒ **The greatest reduction of GHG Intensity (46%)** in 2016 vs. 2015;
- ⇒ **The greatest reduction of Freshwater Intensity (47%)** in 2016 vs. 2015
- ⇒ **The greatest reduction of Water Withdrawal (280,000 m³)** in 2016 vs. 2015

2017 ENVIRONMENTAL HIGHLIGHTS AND LOWLIGHTS

HIGHLIGHTS FOR 2017

- 1 No significant environmental regulatory breach
- 2 No serious or major spills
- 3 Reduced Freshwater Intensity by 5% vs 2016
- 4 ISO 50001 certification
(Energy Efficiency)
- 5 Water metering system in place ensures accurate consumption data.

LOWLIGHTS FOR 2017

- 1 Slight increase in Energy Efficiency Coefficient by 3% vs 2016
- 2 Increase GHG Emissions Intensity by 7% vs 2016
- 3 Increase minor & medium spills intensity by 42% vs 2016

COMPLIANCE WITH ENVIRONMENTAL LAWS

Expert Petroleum maintains compliance with field management aspects of Romanian environmental laws and regulatory requirements. Our personnel ensures that their activities comply at all times with the requirements of these laws and with our environmental management system requirements.

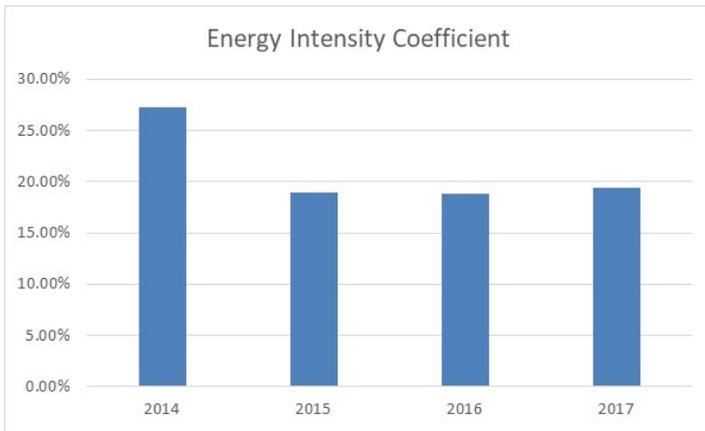
The usual actions in this sense include: checking containers before shipping chemicals, ensuring safety sheets are available, proper handling and disposal of waste, correcting any leaks of chemicals from totes or storage containers, reporting and recording any spills or leakage, etc.

We had 6 inspections from the Water Administration in 2017 and there weren't recorded any non-compliances with environmental laws and regulations and no fines or penalties were applied. **(103-2, 307-1)**

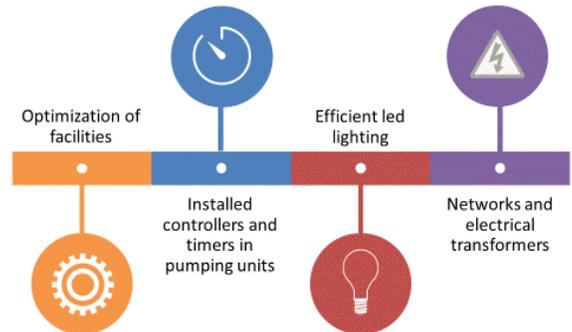
ENERGY EFFICIENCY

We have implemented a certified Energy Management System in accordance with the SR EN ISO 50001:2011 requirements.

The Energy Management System allows us to achieve our commitments, prove compliance with an internationally recognized standard requirements and with the applicable legal requirements, as well as to take action when necessary to improve our performance. We are continuously looking for the best solution to improve our energy performance, conducting regular analysis to reduce the impact of our operations on the environment.



ENERGY EFFICIENCY PROJECTS

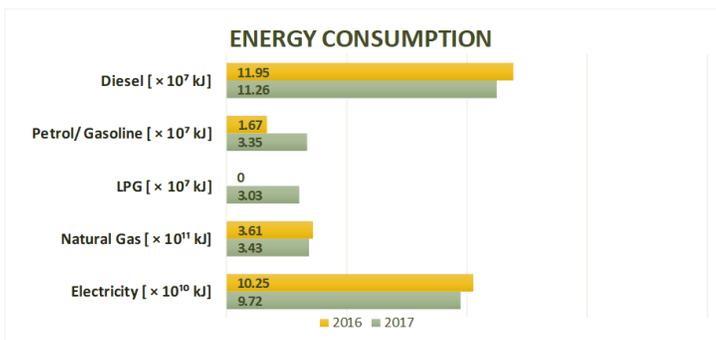


Since April 2013, when Expert Petroleum took over PEC Timis operating area, significant reduction in Energy Intensity has been achieved. (Energy Intensity is Energy consumed/production).

In 2017 we managed to reduce our natural gas consumption by almost 10% mainly due to the implementation facilities optimization projects which addressed the oil treatment process and gas treatment & compression. Our electricity consumption decreased as well, by 5% in 2017 versus 2016. The level for diesel, gasoline and LPG fuels are higher than 2016 due to an increase in production and WO&WI activity levels.

(103-2, 302-1, 302-4)

In 2017 we continued the trend of overall energy consumption reduction started in 2013 when Expert Petroleum took over operation.



Gas-to-Power unit

GREENHOUSE GAS MANAGEMENT

We constantly monitor very closely our GHG emissions and continue to implement initiatives to reduce the GHG

Intensity, such as: modernization of pipeline infrastructure, replacements and optimizations which lead to reduction in venting and gas consumption (compressors, boilers).

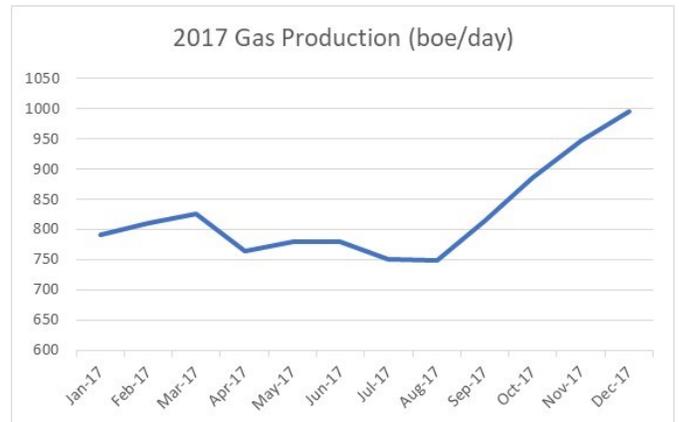
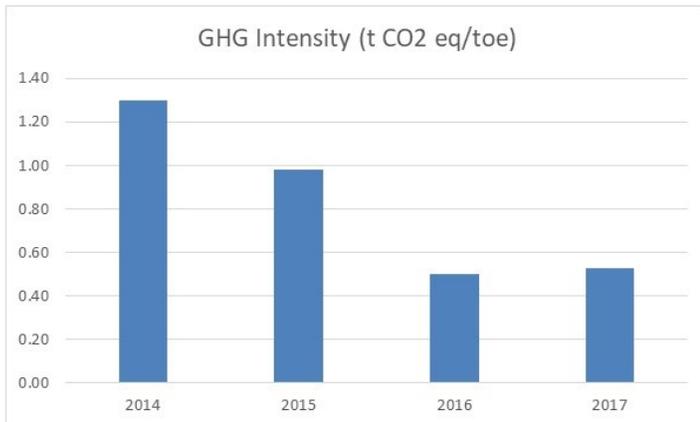
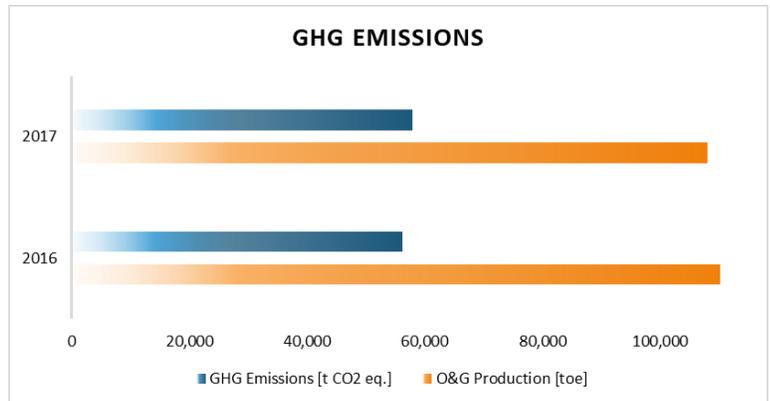
The main contributors to our GHG emissions in our operations are: Methane Leakage, non-routine Flaring and Energy consumption. Our aim is to focus our investment in reducing the impact of these three contributors.

Thanks to our important upgrades and investment in new technologies (such as Low Temperature Separation in Calacea) we have dramatically decrease the level of GHG emission since we took over PEC Timis operations by reducing the number of leaks and improving our energy efficiency despite the fact that maintaining this level of GHG intensity is a challenge as existing fields age and lower production will result in more energy-intensive operations.

Our GHG emissions are audited by OMV Petrom.

In 2017, our GHG intensity has slightly increased

(reaching a value of 57,882 t CO₂ eq) vs. 2016 due to sharp increase in gas production at the end of the year in Lovrin field which caused additional pipeline leaks. **(305-1, 103-2)**



SOIL CONTAMINATION

Soil contamination in our operation is measured by the number and severity of the spills that affect the soil.

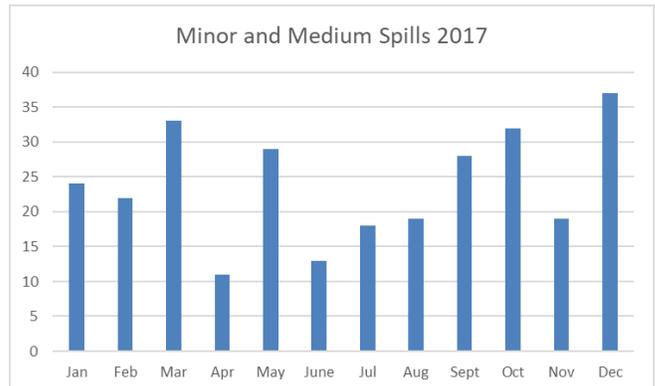
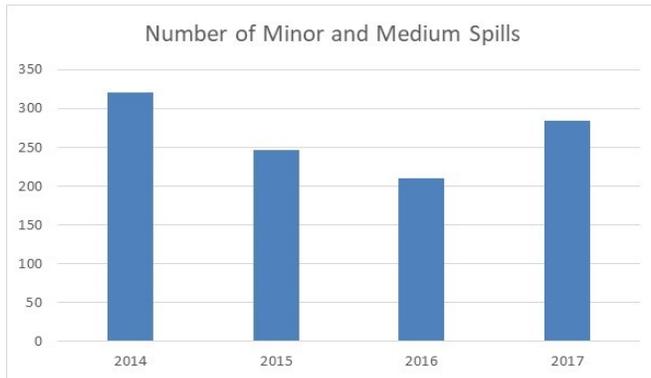
For the past years, our efforts have been concentrated on reducing the number of spills as well as the spill detection and intervention time. However, especially towards the end of the year, there has been recorded an increasing trend in the amount of spills that is mainly due to several reasons: increased production volumes, higher gross fluid volumes, higher pressure in the grid, higher fluid temperature; all these factors contributed to the increased number of spills, especially on the Lovrin – Satchinez pipeline.

In 2017, we recorded 285 spills (with a total volume of 394.26 m³), 75 more spills than in 2016, but none of them was classified as having major impact. All had minor or medium effects, low environmental impact and no time-

lasting consequences. Although the number of spills has increased in 2017, the time for detection as well as the time necessary for the repairs has significantly decreased.

For each spill, the environmental authorities were notified in less than 24 hours, consequently no environmental regulatory breach was registered and no penalty has been imposed by the authorities, as they considered that we properly managed the incidents.

Due to the increase in the number of spills, for 2018 a spill reduction plan has been put in place. It mainly addresses replacement of pipeline segments that are highly corroded and causing constant leaks, real time pressure monitoring and alarm system for off-thresholds values as well as an improved leak detection mechanism– Laser Methane detector. (306-3)



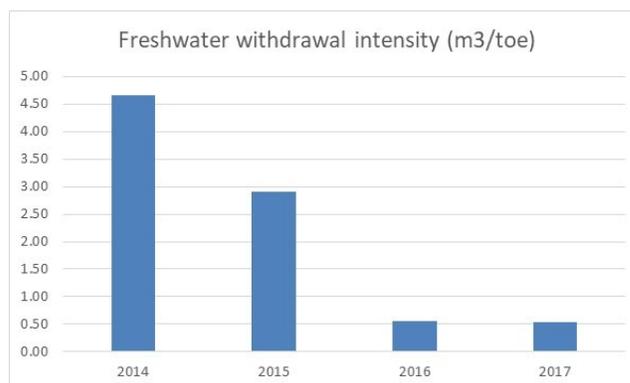
Thanks to new technologies implementation, detection and intervention time on pipelines for spills has



WATER MANAGEMENT

On the Expert Petroleum sites, water wells are used to supply water for industrial and domestic purposes. During the last 5 years, modernization of water installations has been carried out, the main purpose being the efficiency of the processes and the minimization of the water consumption.

The main significant water consuming installations are the boiler plant providing technological steam, compressor cooling system, well intervention operations, drilling and equipment/tubular materials cleaning.



In 2017, Expert Petroleum used in total 108,623 m³ water for cooling systems, hydrants and fire hazard, 43% less than in 2016. **303-1**

Over the period 2013-2018, the following improvements in water management have been achieved:

- ◆ Surface facilities optimization by downsizing the parks inventory thus eliminating boilers from the system;
- ◆ Replacing old energy-intensive boilers and heaters with new efficient equipment.
- ◆ Repairs the water pipelines and hydrant systems where leaks were recorded;
- ◆ Put in place accurate, reliable water consumption measurement;
- ◆ Replacement of the old water cooling tower — Calacea site;

Wastewater from the facilities and rig sites is managed according to the Environmental Management Plan to ensure that effluent discharge complies with legal and standard requirements. **(103-2)**

WASTE MANAGEMENT

Waste management is an important part of the environmental control required to manage the oil & gas production process in a clean and environmental friendly manner. Both hazardous and non-hazardous waste are properly managed, as per the legal requirements and approved methods. The transport and recovery or disposal of both hazardous and non-hazardous waste streams are managed by authorized economical operators we have contacted.

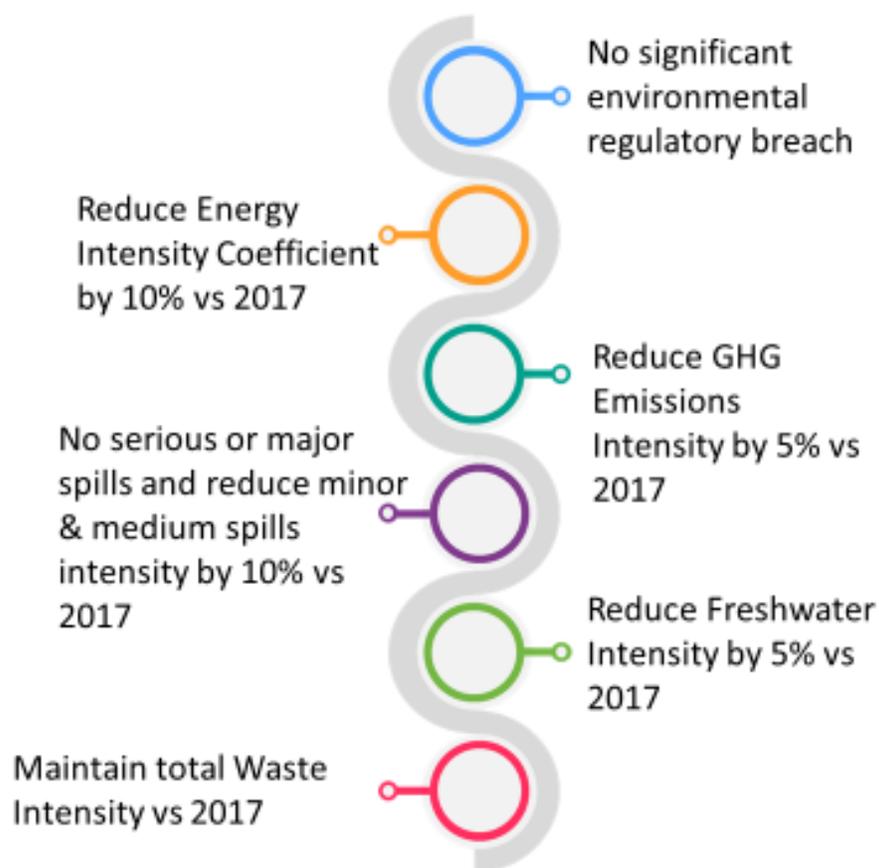
| WASTE | | |
|---------------------------|---------------------|----------|
| | | 2017 |
| | | [tonnes] |
| Total waste produced | | 324.63 |
| Hazardous waste | | 215.83 |
| Non-hazardous waste | | 108.81 |
| WASTE DISPOSAL METHOD | | |
| Recovery (coincineration) | Hazardous waste | 42.22 |
| | Non-hazardous waste | - |
| Landfill | Hazardous waste | 42.22 |
| | Non-hazardous waste | 173.54 |
| On-site temporary storage | Hazardous waste | 490.19 |
| | Non-hazardous waste | 6.14 |

To minimize the quantities of waste generated by the production activity, the following are considered:

- ⇒ Reducing materials losses by observing the discipline, prescriptions and technological specifications;
- ⇒ Performing the preventive maintenance program to reduce the losses due to technical failures/incidents;
- ⇒ Use of "first come, first gone" rule for raw materials used.

(306-2)

2018 OBJECTIVES





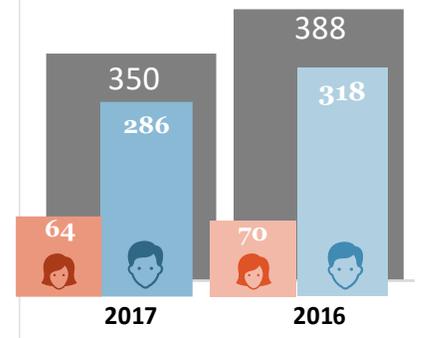
OUR EMPLOYEES

Expert Petroleum had in 2017 an average number of 350 employees. This number doesn't include subcontractors. As it has a significant workforce, the company takes all measures to ensure that its employees work in a supportive environment, focusing on the proper working conditions and aiming to constantly improve them.

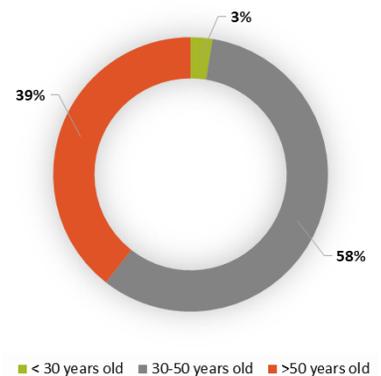
There are a number of internal procedures and regulations dealing with different aspects of the social field and they present in detail processes such as staff recruitment, training, rights and obligations, work conduct and other relevant aspects of the work in the groups of society. The Internal Regulation and the Collective Bargaining Agreement (CBA) are conceived in accordance with the legislation in force and aim at creating a work environment focused on equal opportunities and mutual respect, as well as promoting a transparent environment in which anyone can express their ideas freely without fear of reprisal.

Being a responsible organization, Expert Petroleum is concerned with the well-being of its employees and has taken all necessary measures to protect their health and safety, including the prevention and mitigation of professional risks. In return, employees comply with these measures and are being encouraged to inform the management of any proposal of improvement considered necessary.

Active employees



Age range (%)



DIVERSITY

In our company, we are committed to making sure that diversity and equal rights for all employees are respected. We are bound to foster the professional growth of women and minorities throughout Expert Petroleum. Our proportion of women employees remained relatively flat in 2017 compared to 2016. The administrators of the company are the same as in 2016. Regarding the number of minorities, none of our employees declared their minority upon employment. **405-2**

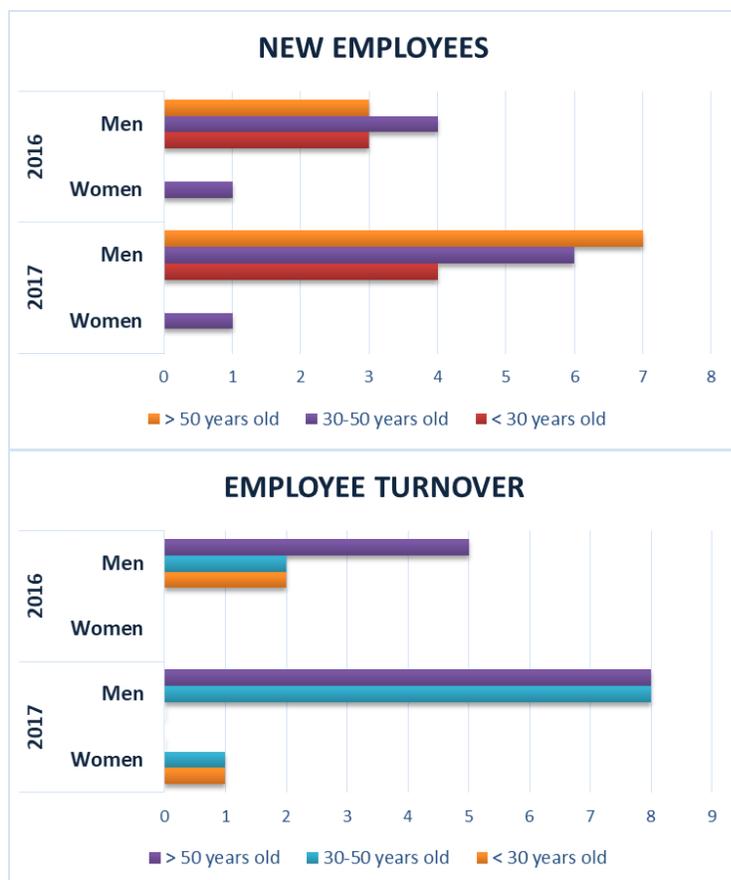
| EMPLOYEE DIVERSITY | | | | | | | |
|--------------------|-----------------|---------------|-----------------|------------------|---------------|-----------------|------------------|
| JOB CATEGORY | Age category | 2017 | | | 2016 | | |
| | | Number of men | Number of women | Percent of women | Number of men | Number of women | Percent of women |
| Board of directors | < 30 years old | 0 | 0 | | 0 | 0 | |
| | 30-50 years old | 1 | 0 | 0% | 1 | 0 | 0% |
| | > 50 years old | 2 | 0 | | 2 | 0 | |
| Management | < 30 years old | 0 | 0 | | 0 | 0 | |
| | 30-50 years old | 4 | 1 | 14% | 4 | 1 | 17% |
| | > 50 years old | 3 | 0 | | 2 | 0 | |
| Workers | < 30 years old | 9 | 0 | | 6 | 1 | |
| | 30-50 years old | 157 | 41 | 23% | 182 | 45 | 22% |
| | > 50 years old | 113 | 22 | | 124 | 23 | |
| Administrative | < 30 years old | 2 | 0 | | 0 | 1 | |
| | 30-50 years old | 10 | 13 | 91% | 15 | 8 | 90% |
| | > 50 years old | 10 | 7 | | 6 | 10 | |
| Production | < 30 years old | 1 | 0 | | 5 | 1 | |
| | 30-50 years old | 153 | 28 | 17% | 174 | 30 | 16% |
| | > 50 years old | 103 | 15 | | 114 | 17 | |
| Total | | 279 | 63 | 23% | 314 | 67 | 21% |

NEW EMPLOYEES AND TURNOVER

Similar to every company that activates in the Oil & Gas industry, Expert Petroleum tries to adapt to an ever-changing workforce market. A decrease by 9.79% can be noticed in our headcount in 2017, compared with the previous year.

This is a result of the continuous restructuring process that started in 2014, as well as our efficiency progress.

Considering the relative scarcity of Oil & Gas trained personnel, turnover levels are relatively low— 5%, but 2% higher than the level recorded in 2016. **401-1**



TRAINING

Expert Petroleum ensures that all mandatory training and competency levels required of personnel will be achieved and maintained at all times. For this purpose, we implemented Job Related Safety Training Matrix, which defines the levels of competency required by personnel to meet health, safety and environment requirements.

Besides the minimum Job Related Safety Training, employees have access to the best available training courses to further develop the safety culture within the company.

Such programs will either be developed “in-house” or with well-known certified third party providers.

Training are scheduled and provided to address the critical activities and standards during the PEC execution, such as: Defensive Driving, Permit to Work, Process Safety, Mechanical Lifting, Stepping Handling and Lifting (SHL), Simultaneous Operations (SIMOPS), Risk Management, Reservoir Management etc. All Expert Petroleum contractors and sub-contractors are actively involved in

the above mentioned training programs in order to obtain an overall high level of safety culture and performance.

Employees of Expert Petroleum and of sub-contractors are checked against the Expert Petroleum Training Matrix and according to the gaps detected, a plan for compliance is implemented.

As in 2016 the oil price dropped significantly a number of external training suppliers have canceled most of their sessions and, for certain skills training we did not have the critical mass of people to organize such trainings inside the company. **(404-3, 404-1)**

AVERAGE HOURS OF TRAININGS PER EMPLOYEE

| JOB CATEGORY | 2017 | 2016 |
|-----------------------|-----------|-----------|
| Level | | |
| Management | 65 | 25 |
| Workers | 57 | 13 |
| Functions | | |
| Administrative | 41 | 8 |
| Production | 58 | 12 |

In 2017, 54 hours of training have been undertaken on average by an Expert Petroleum employee, compared with an average of 15 hours in 2016.

REMUNERATION

RATIO OF BASIC SALARY AND REMUNERATION OF WOMEN TO MEN

| JOB CATEGORY | Ratio (Women/Men) | |
|-----------------------|-------------------|-------------|
| | 2017 | 2016 |
| Level | | |
| Management | 1.06 | 1.18 |
| Workers | 1.01 | 1.15 |
| Functions | | |
| Administrative | 1.32 | 1.54 |
| Production | 0.94 | 0.86 |

At Expert Petroleum, we strive to be a renowned employer in order to attract, motivate and develop the best employees.

The ratio of basic salaries of our female to male employees is rather equal, with a slight difference both for the management as well as for the workers sector. This is mainly due to the fact we try to maintain an equity level to

match our competitors' as well as a way of motivating our employees to bring value to our company and to create sustainable results. **(405-2)**

Some of our contractors have their own employees paid at minimum wage of economy, as set forth in the Romanian Labor Legislation.

However, Salary decisions are solely employer's responsibility as per legal requirements and the only legal means we are currently using for choosing the contractors to work with us or continue to work with us are:

- Asking for proofs in terms of compliance with Romanian Labor Legislation;
- Auditing their activities before signing the contract and periodically during the execution;
- Checking company's financials.

(202-1)

HUMAN RIGHTS

The company applies all suitable best practices in the human resources area, ensuring a safe and health work environment and offering the employee an comprehensive package of benefits as stipulated in the CBA, maintaining a permanent social dialogue with representative trade union as well as with individuals. The human resources representatives have regular meetings and exchange of experiences with similar organizations operating in the oil & gas industry, as well as with HR professionals from CIPD (continuous improvement professional development), to get a permanent update on common best practice an ensure relevant benchmarking.

The principle of equal opportunities and fair treatment is applied to all employees, and therefore any form of dis-

crimination, whether direct or indirect, based on sex, sexual orientation, genetic characteristics, age, membership nationality, race, ethnicity, religion, political option, social origin, handicap, situation or material responsibility, membership or trade union activity.

It is the responsibility of managers at all levels to have firm measures to ensure discipline within their sector, in compliance with the law and the employer's decisions. No human rights violations, discrimination on any criterion, or sexual harassment have been reported in 2017, but we will continue to raise awareness and educate staff about these issues and their potential consequences in order to avoid such situations. **(103-2, 412-2, 412 -3)**

FREEDOM OF ASSOCIATION

Expert Petroleum allows its employees freedom of association, as defined by international declarations and conventions, according to laws in place and the company's Internal Regulation. Also, employees have the right to collectively bargain the terms and conditions of work.

The company has a collective bargaining agreement negotiated with Sindicatul National Petrom – as social partner

and representative trade union inside the company, 92% of the employees being members of the representative trade union. The validity of the CLA (collective labor agreement) started June 21st 2016 – registration date with a validity of 2 years since its registration. The labor code stipulates all employees within the company are covered by the provisions of the CBA. **(407-1, 102-41)**

*In 2017 no sanctions were imposed regarding non-compliance with existing social and economic legislation or regulations. **(419-1)***

STOP WORK

Every employee has the right to refuse a task if in his opinion the work is likely to endanger him or others (STOP the work!), as it is stipulated in the internal regulation. **(403 -4)**

Once a safety concern has been identified, it is the supervisor's responsibility to solve it and make the site safe. If such a situation should occur it must be reported and investigated as an incident using the methods outlined in the incident investigation methodology.

In 2017 we registered 46 cases among our employees and 34 from the subcontractor, as opposed to 22 cases in 2016.

WHISTLEBLOWING

The company has implemented a whistleblowing mechanism, with a special e-mail address accessed only by a person from the senior management.

Any person that issues a complaint or reports a breach of regulations will receive a written confirmation from the management representative, ensuring that there will be no consequences following his or her action. The respective person will be kept posted on the investigation of the signalled issue, however his confidentiality will not be impaired during the entire process.

During 2016 & 2017 there were however no such incidents recorded.

PERFORMANCE REVIEW

There is a procedure in place regarding the evaluation of employees. The evaluation of individual professional performances aims at assessing the activity of the employees by comparing the degree of accomplishment for objectives and evaluation cites established for the respective period with the results actually achieved. This procedure applies to each employee and is performed by the hierarchical superior, once a year. During 2017, 350 employees received a formal performance evaluation. **(404-3)**

HSE Incidents Reporting & Awareness KPIs

| | | 2017 | 2016 |
|---------------------------------------|-----|------|------|
| StopWork | no. | 80 | 24 |
| Corrective actions | % | 100 | 99 |
| Closed out of actions in due time | % | 91 | 89 |
| Mining the diamond | no. | 12 | 7 |
| Regulator / Enforcement Notifications | no. | - | - |
| MWA (Managers Walk-Around) | no. | 399 | 384 |
| HSE Inductions Conducted | no. | 539 | 239 |
| Health Campaigns | no. | 4 | 4 |
| HSE Audits at subcontractor premises | no. | 10 | 6 |
| QHSE Improvement Initiatives Award | no. | 48 | 43 |



HEALTH, SAFETY & SECURITY

At Expert Petroleum, we accept the responsibility that comes with managing oil and gas operations and we recognise the gravity of potential consequences of failing to operate safely. Holding people and assets safe and being good keepers of the environment are critical to running a good business. To accomplish this, we made sure that our occupational and process safety commitment begins at the top of our organization and is reinforced at every level.

Our activity is developed around the need for constant improvement of QHSE performance, reducing operating costs and maximizing production and reserves through long term production enhancement service contracts (PEC). **(102-16, 103-2)**



VALUES AND PRINCIPLES

In order to achieve all these targets, the company developed and implemented a series of procedures and norms so as to raise awareness among employees and other stakeholders regarding the priorities and performance of Expert Petroleum.

Our safety programs and practices are developed to encourage a system in which employees as well as subcontractors keep each other safe on the job.

One of the documents that establish the framework and discipline of work is the Internal Regulation which provides information and sets out guidelines for protection and health and safety at work.

Within our operations we have implemented a solid and well-structured Management System based on specific methodologies and instruments (IOGP Guidelines, IMS ISO Certification requirements, etc.) allowing us to improve our performance and also to put emphasis on occupational safety, risk management, emergency awareness and environmental performance, next to a strong focus on process safety.



As far as is technically and financially feasible, we do our best to reduce risks and to minimize the potential impact of any incident. We aim for continuous improvement in safety performance, with the ultimate goal:

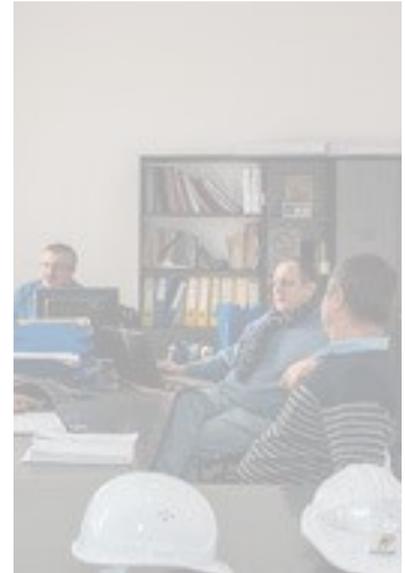
ZERO SAFETY INCIDENTS!

QHSE BRIDGING DOCUMENT

Expert Petroleum has been awarded a Production Enhancement Services Contract (PEC) for 13 mature fields in Timiș area, according to which Expert we will be the operator of the fields and facilities, while OMV Petrom will remain the concession agreement title holder. From the contract derives the duty of Expert Petroleum to develop a QHSE Bridging Document, representing the interface between OMV Petrom and Expert Petroleum on relevant issues to the project, having the OMV Petrom’s policies and standards as minimum requirements.

The document applies to all Expert Petroleum employees, contractors and sub-contractors working on the PEC Timis, aiming to assess OMV Petrom standards against Expert Petroleum ones and where necessary against industry recognized best practices or international guidelines.

A gap analysis has been performed to identify any disparities of Expert Petroleum QHSE documents compared with OMV Petrom documents and the ones having similar content and requirements were adopted for immediate use. However, Expert Petroleum continuously concentrates its efforts into developing its own QHSE Policies, Standards, Procedures and Guidelines.



QHSE Bridging Document – the interface between OMV Petrom and Expert Petroleum

Expert Petroleum annually submits to OMV Petrom for approval a HSE plan comprising the measures and investment aimed to be implemented and the desired results of the presented actions.

The main HSE objective is to manage all the risks arising from its operations to As Low As Reasonably Practicable (ALARP). This includes ensuring that:

- Health and safety is not compromised during the execution of work duties;
- The environment is not thereby damaged;
- Identified hazards are immediately reported and control measures are taken to reduce risk levels to ALARP.

The project is appraised against the Expert Petroleum’s Management System, utilizing as a minimum the QHSE Compliance Assessment Tool and Service Quality Technical Assessments. The audit is conducted to determine the level of compliance with the Management System requirements achieved on the project.

In addition to that, there is an annual HSE Management System Audit performed by an independent 3rd party provider. This audit is the basis of the annual benchmark and HSE KPI’s and targets for the following year. There is an internal annual Audit and Inspection plan to cover both internal Management System and Contractors involved in the project.



Expert Petroleum is committed to meeting customer terms, complying with applicable legal requirements and quality, environmental, health and safety obligations as well as energy management according to benchmarks, by continuously improving the efficiency and performance of the quality, energy, environment and health and safety at work management system.

The executive of the company establishes and pursues that the QHSE policy and its objectives are appropriated and correctly applied by all the personnel, ensure the development and improvement of the integrated management system through involvement and participation.

HSE MANAGEMENT SYSTEM

Periodic Risk Assessments are being performed, allowing us early identification of possible threats. In this sense we perform regular HSE Assessments and audits in all our locations including auditing our contractors.

HSE Performance is closely monitored and tracked internally. For this purpose we have an internal HSE Monthly Report and we also use “Think Ahead: CARE”, which is a monitoring tool managing all aspects regarding Health, Safety, Security and Environment Management.

It is also a reporting tool used to collect all hazards, unsafe conditions and behaviour reports.

Training is an important aspect in our annual plan. During 2017, we have delivered a total of 20.075 hours of HSE training.

The sessions focused on raising awareness regarding the strategic objectives such as correctly assessing the risks of injury and occupational disease for all staff including subcontractors and visitors, so that effective preventive and protective measures can be identified and applied to eliminate or minimize them. Also, we aspire to ensure a high level of performance in the field of health and safety at work with the fulfilment of legal requirements.

During 2017, we have delivered a total of 20.075 hours of HSE training.

At Expert Petroleum, all incidents are investigated and we aim to learn from them. No Lost Time Injury (LTI) has been recorded among our employees in 2017.

However, despite our continuous efforts and constant pre-occupation, our contractors suffered two tragic LTI incidents, while being involved in our operations. Sadly, one of the injured persons, has deceased after a few days, resulting in a Fatality Incident. **(403-2)**

These unfortunate events are a reminder that “Safety First”

has to be an integrated principle in our operation and services.

Considering occupational health and safety as part of our business’ performance and knowing the advantages of system implementation, legal obligations and responsibilities of company management, we act in order to take into account the general principles of prevention of work accidents by focusing on prevention, evaluation and control of injury and occupational disease risks.



Safety Highlights

- Security Services downsizing & optimization. Focus on upgrading CCTV coverage.
- Workplace Risk Assessment (WPRA) done in all locations.
- Increased reporting awareness: both STOP Work and NEARMISS report have increased vs. 2016
- Full legal compliance in our operations.

Safety Lowlights

- Contractor Management: 1 FAT and 2 LTI
- Low Safety awareness. All incidents occurred due to condoned unsafe behavior. Tolerated shortcuts both from supervisor and from contractor supervisor.
- Low efficiency in safety audits and action item follow up

SAFETY

According to statistics of the industry in which we operate, most of the incident that occur have as an underlying cause the Human Factor/Behavior. We believe that having a strong Safety Culture will radically improve our Safety Performance.

(403-2)

Our Safety Behavior program aims to increase safety awareness especially over our frontline personnel and supervisory level to make them understand that their own safety is a priority. In order to reach our goal of zero safety incidents, in 2017 we implemented 4 awareness campaigns: “Stop Work”, “Risk Evaluation”, “Reporting and monitoring incidents and accidents” and “Expert and contractors”. Also, 40 internal audits were conducted, addressing mainly safety issues such as: process safety, lifting operations, working at heights, hazardous substances management and a number of thematic audits. We also received and an external process safety audit from OMV Petrom.



An inspection from the Inspectorate for Emergency Situations took place in 2017 but no fines or penalties were applied. During 2016 we recorded zero Tier 1 or Tier 2 process safety events, as defined by API RP 754.

However a number of 172 Tier 3 events occurred, mainly spills due to aged and corroded pipelines in Satchinez area in 2016. As opposed 2016, in 2017 we recorded 110 events.

PROCESS SAFETY IMPLEMENTED IDEAS

- Process Safety Standard;
- SCE Management: Safety Critical Elements (SCE) identification and maintenance & inspection plan;
- Asset Integrity Programs: inspections, repairs and replacement of equipment (tanks, pumps, etc.);
- Specific Process Safety training: Compute Based Training (CBT) program. Program is extended over 2018 with 7 additional modules.

MANAGEMENT WALK AROUND

MWA (Management Walk-Around) is an assessment by a manager or supervisor, which essentially involves an open and constructive dialogue with staff. Services for assessing working practices, working conditions, and employee attitudes and understanding of the risks associated with work tasks help identify good merit recognition practices and areas where improvements need to be made through corrective and preventive actions that respect our HSE vision: ZERO Losses and NO harm to the environment.

In 2017 there were conducted 390 such assessments by all management personnel, including the general manager.

HEALTH



Expert Petroleum is looking to rollout standards of healthcare, implement health promotion campaigns and systematically assess and reduce health risks.

It is our strong belief that unfit workers are one of the main root causes for our incident and so, wellbeing and health of our employees is a key factor of job satisfaction.

According to the internal regulation and the CBA, all personnel completes the medical examinations as per applicable legislation and internal regulations. Expert Petroleum provides access to the best available medical services and the provision of medical facilities within the working premises is considered top priority. For such purposes, Expert Petroleum has contracted the services of a renowned international medical services provider, who has a dedicated location inside a well-equipped and properly authorized medical cabinet.

Besides the above mentioned medical services, Expert Petroleum implements and constantly deploys various campaigns to educate and provide improved working conditions and promote a healthy working environment. The CLA addresses health and safety topics which include but are not restricted to health benefits, health and safety trainings, Expert Petroleum's obligations to provide protective equipment, the right to refuse work in an unsafe environment or where a potential health and safety issue is identified and not solved ("Stop Work"). **(403-4)**

During 2017 we performed 4 health campaigns and First-Aid training & drills that covered 100% of our personnel.

HEALTH BENEFITS

We offer our employees a package of medical services consisting in: Labour Medicine related services, large variety of medical analysis, tests (audio, visual), psychological tests and programs as per identified occupational risks.

Considering the annual labour medicine report, for all top 3 registered medical problems, apart from occupational diseases, the company has provided paid access to medical investigations and certain treatment procedures. In addition, anti-flu vaccination campaign has been in place.

In addition, for 2018 we are looking at a range of programs and an external provider of Health services and development of Health Strategy.

ALCOHOL TESTING

Expert Petroleum undertakes the responsibility to the employees of ensuring a safe and healthy working environment. The company cannot accept these premises to be affected by the consumption of alcohol or other forbidden substances, thus having a "zero tolerance" policy.

Part of the internal regulations in this area, alcohol testing campaigns are periodically performed in random locations of operation and all employees are subject to the tests. Employees refusing to perform the test or those who consumed alcohol are subject to Discipline Commission decisions.

EMERGENCY PREPAREDNESS

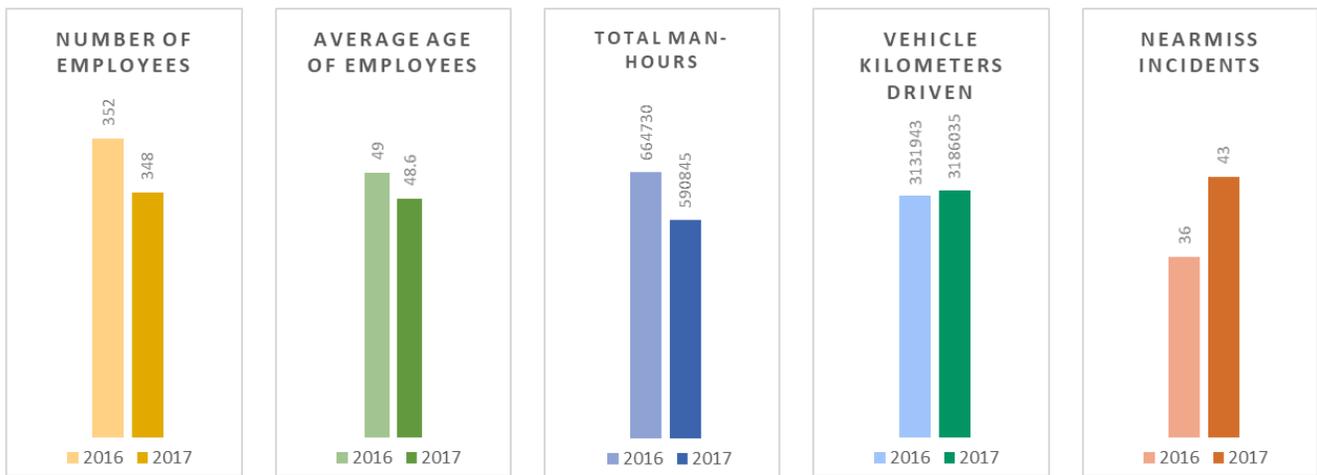
Expert Petroleum operates in a very challenging business environment. Any incident in our managed operational areas would have a significant impact on the health and safety of employees, the environment, and the relationship with the community, potentially contributing to the survival of the company. In order to comply with all these requests, an Emergency Management Plan has been established.

Emergency Management Plan objectives

- ⇒ Uniform reporting of incidents in the Expert Petroleum;
- ⇒ Control over incidents so as to protect and minimize injuries;
- ⇒ Specifies how staff work and requires for emergency response measures to protect people, the environment and reputation for the effects of major accidents;
- ⇒ Provides practical guidance and support for response and recovery efforts;
- ⇒ Promotes an effective communication plan with all relevant stakeholders to cope with emergencies.

Consciousness about the risks our operating business involves must be done in real terms, and management must be properly involved in overseeing them. As a result, Petroleum Expert implements an Emergency Management Plan for sustainable business practices by applying QHSE's high standards, acting responsibly, and promoting value for the benefit of all stakeholders. The responsibility of the Emergency Management Plan is the management team of Expert Petroleum.

Responsibilities of the management team are to perform a training plan for all staff and to coordinate effective exercises and practices to ensure flow of communication as well as identification of the need for changes necessary to the plan. During 2017, we had 12 compliance audits regarding emergency situations on our premises.



ANTI-CORRUPTION AND BRIBERY

Expert Petroleum has zero tolerance for Corruption and Bribery issues. We have a clear Code of Business ethics that represents our guidance for the way we do business. *Although there isn't a written policy regarding bribery and corruption problems, we have a clean history of zero incidents related to corruption and bribery. Our rules and policies are set in place to raise awareness among our employees. We plan to raise awareness among our employees on this subject. (205-2).*

| HEALTH AND SAFETY KPIs | | | | | | | |
|--|-----|------------------|---------------|-----------|------------------|---------------|-----------|
| 2017 | | | | 2016 | | | |
| | | Expert Petroleum | Subcontractor | Combined | Expert Petroleum | Subcontractor | Combined |
| Man Hours Worked | no. | 590,845 | 226,870 | 817,715 | 664,730 | 235,896 | 900,626 |
| Fatality (FAT) | no. | - | 1 | 1 | - | - | - |
| Fatality (non-work related) | no. | - | - | - | - | - | - |
| Lost Time Injury (LTI) | no. | - | 2 | 2 | - | - | - |
| Lost Time Incident Rate (LTIR*) | no. | | | 3.67 | - | - | - |
| Lost Time Injury (non-work related) | no. | - | - | - | - | - | - |
| Days lost due to injury (work related) | no. | - | 46 | 46 | - | - | - |
| Restricted Workday Case (RWC) | no. | - | - | - | - | - | - |
| Medical Treatment Incident (MTC) | no. | - | - | - | 1 | 1 | 2 |
| Recordables Injury (FAT+LTI+ RWC+MTC) | no. | - | 3 | 3 | - | - | - |
| Recordable Injury Rate (RIFR) | no. | | | 2.45 | | | - |
| Medical Evacuation Case | no. | - | - | - | - | - | - |
| HiPo Incidents | no. | - | 1 | 1 | - | - | - |
| Near Miss Incident Reports | no. | 41 | 2 | 43 | 36 | - | 36 |
| First Aid Incident | no. | - | - | - | 7 | - | 7 |
| Occupational Health Illness (work related) | no. | - | - | - | - | - | - |
| Non-work related illness | no. | - | - | - | - | - | - |
| No: of Vehicles | no. | 777 | - | 777 | 784 | - | 784 |
| Vehicle Kilometers Driven | no. | 1,443,882 | 1,742,153 | 3,186,035 | 1,501,167 | 1,630,776 | 3,131,943 |
| Road Traffic Incidents (> \$5,000) | no. | - | 1 | 1 | - | - | - |
| Minor Vehicle Incidents (< \$5000) | no. | 4 | 1 | 5 | 4 | 3 | 7 |
| Motor Vehicle Crash Rate (MVCR) | no. | | | 1.57 | | | 2.24 |
| Fire Hazard | no. | - | - | - | 4 | - | 4 |
| Property Damage (>\$10,000) | no. | - | - | - | - | - | - |
| Minor property damage (< \$10,000) | no. | 6 | - | 6 | - | - | - |
| Regulator / Enforcement Notifications | no. | - | - | - | - | - | - |

LTIR formula:

LTIR = (No. of LTI * 1,000,000) / man-hours worked

RIFR formula:

RIFR = (No. of Recordable injuries * 1,000,000) / man-hours worked

MVCR formula:

MVCR= (No. Road traffic incidents * 1,000,000) / No. of KM driven

GRI INDEX

| | GRI Indicator | General description | Reference | Completion | Comments |
|--|--|--|---------------------|----------------|------------------------|
| GRI 102: General Disclosures | Disclosure 102-1 | Name of the organization | pg. 3 | fully reported | |
| | Disclosure 102-2 | Activities, brands, products, and services | pg. 3 | fully reported | |
| | Disclosure 102-3 | Location of headquarters | pg. 3 | fully reported | |
| | Disclosure 102-4 | Location of operations | pg. 6 | fully reported | |
| | Disclosure 102-5 | Ownership and legal form | pg. 3 | fully reported | |
| | Disclosure 102-6 | Markets served | pg. 3 | fully reported | |
| | Disclosure 102-7 | Scale of the organization | pg. 3 | fully reported | |
| | Disclosure 102-8 | Information on employees and other workers | pg. 19 | fully reported | |
| | Disclosure 102-9 | Supply chain | pg. 8 | fully reported | |
| | Disclosure 102-10 | Significant changes to the organization and its supply chain | pg. 7 | fully reported | |
| | Disclosure 102-11 | Precautionary Principle or approach | pg. 6, 7 | fully reported | |
| | Disclosure 102-12 | External initiatives | pg. 7 | fully reported | |
| | Disclosure 102-13 | Membership of associations | pg. 7 | fully reported | |
| | Disclosure 102-14 | Statement from senior decision-maker | pg. 4, 5 | fully reported | Strategy |
| | Disclosure 102-15 | Key impacts, risks, and opportunities | pg. 4, 5 | fully reported | |
| | Disclosure 102-16 | Values, principles, standards, and norms of behavior | pg. 24 | fully reported | Ethics and integrity |
| | Disclosure 102-18 | Governance structure | pg. 3 | fully reported | Governance |
| | Disclosure 102-40 | List of stakeholder groups | pg. 9 | fully reported | Stakeholder engagement |
| | Disclosure 102-41 | Collective bargaining agreements | pg. 22 | fully reported | |
| | Disclosure 102-42 | Identifying and selecting stakeholders | pg. 9 | fully reported | |
| | Disclosure 102-43 | Approach to stakeholder engagement | pg. 9 | fully reported | |
| | Disclosure 102-44 | Key topics and concerns raised | pg. 10 | fully reported | |
| | Disclosure 102-45 | Entities included in the consolidated financial statements | pg. 9 | fully reported | Reporting practice |
| | Disclosure 102-46 | Defining report content and topic Boundaries | pg. 9, 10 | fully reported | |
| | Disclosure 102-47 | List of material topics | pg. 10 | fully reported | |
| | Disclosure 102-48 | Restatements of information | pg. 9 | fully reported | |
| | Disclosure 102-49 | Changes in reporting | pg. 9 | fully reported | |
| | Disclosure 102-50 | Reporting period | pg. 9 | fully reported | |
| Disclosure 102-51 | Date of most recent report | pg. 9 | fully reported | | |
| Disclosure 102-52 | Reporting cycle | pg. 9 | fully reported | | |
| Disclosure 102-53 | Contact point for questions regarding the report | pg. 9 | fully reported | | |
| Disclosure 102-54 | Claims of reporting in accordance with the GRI Standards | pg. 9 | fully reported | | |
| Disclosure 102-55 | GRI content index | pg. 31, 32 | fully reported | | |
| Disclosure 102-56 | External assurance | | n/a | | |
| GRI 103: Management Approach | Disclosure 103-1 | Explanation of the material topic and its Boundary | pg. 11, 13, 14, 15, | fully reported | |
| | Disclosure 103-2 | The management approach and its components | 16, 17, 21, 22, 24, | fully reported | |
| | Disclosure 103-3 | Evaluation of the management approach | 26, 27, 29 | fully reported | |
| GRI 200: Economic topics | | | | | |
| GRI 201: Economic Performance | Disclosure 201-1 | Direct economic value generated and distributed | pg. 21 | fully reported | |
| | Disclosure 202-1 | Ratios of standard entry level wage by gender compared to local minimum wage | pg. 21 | fully reported | |
| GRI 202: Market Presence | Disclosure 205-2 | Communication and training about anti-corruption policies and procedures | pg. 29 | fully reported | |

GRI INDEX

| | GRI Indicator | General description | Reference | Completion | Comments |
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| GRI 300: Environmental topics | | | | | |
| GRI 302: Energy | Disclosure 302-1 | Energy consumption within the organization | pg. 14 | fully reported | |
| | Disclosure 302-4 | Reduction of energy consumption | pg. 14 | fully reported | |
| GRI 303: Water | Disclosure 303-1 | Water withdrawal by source | pg. 17 | fully reported | |
| GRI 305: Emissions | Disclosure 305-1 | Direct (Scope 1) GHG emissions | pg. 15 | fully reported | |
| GRI 306: Effluents and Waste | Disclosure 306-2 | Waste by type and disposal method | pg. 17 | fully reported | |
| | Disclosure 306-3 | Significant spills | pg. 16 | fully reported | |
| GRI 307: Environmental Compliance | Disclosure 307-1 | Non-compliance with environmental laws and regulations | pg. 13 | fully reported | |
| GRI 400: Social topics | | | | | |
| GRI 401: Employment | Disclosure 401-1 | New employee hires and employee turnover | pg. 20 | fully reported | |
| | Disclosure 403-2 | Types of injury and rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities | pg. 26, 27, 30 | fully reported | |
| GRI 403: Occupational Health and Safety | Disclosure 403-4 | Health and safety topics covered in formal agreements with trade unions | pg. 22, 28, 29 | fully reported | |
| | Disclosure 404-1 | Average hours of training per year per employee | pg. 21 | fully reported | |
| GRI 404: Training and Education | Disclosure 404-3 | Percentage of employees receiving regular performance and career development reviews | pg. 21, 23 | fully reported | |
| | Disclosure 405-1 | Diversity of governance bodies and employees | pg. 19 | fully reported | |
| GRI 405: Diversity and Equal | Disclosure 405-2 | Ratio of basic salary and remuneration of women to men | pg. 21 | fully reported | |
| | Disclosure 407-1 | Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk | pg. 22, 27, 28 | fully reported | |
| GRI 412: | Disclosure 412-2 | Employee training on human rights policies or procedures | pg. 22, 27, 28 | fully reported | |
| | Disclosure 412-3 | Significant investment agreements and contracts that include human rights clauses or that underwent human rights screening | pg. 22 | fully reported | |
| GRI 419: Socioeconomic Compliance | Disclosure 419-1 | Non-compliance with laws and regulations in the social and economic area | pg. 11, 27 | fully reported | |