

# **RULES FOR ACCESS TO GEODATA IN DATA ROOM**

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## 1. GENERAL RULES AND BACKGROUND INFORMATION

Data Room is located in Federalni zavod za geologiju (Geological Survey of Federation of Bosnia and Herzegovina), adres: Ustanička 11, 71210 Ilidža.

### 1.1.BACKGROUND INFORMATION

**Data Room** will be used to for review of provided seismic, geotechnical, geochemical, geophysical or any other data collected from Hydrocarbon Exploration (hereinafter referred to as the "**Geodata**") owned by the Government Of Federation of Bosnia and Herzegovina represented by the Federalni zavod za geologiju (hereinafter referred to as the "**Zavod**"). The Geodata will be made available to any representative(s) of a legal entity that has been registered for and approved as user of the Data Room by the **Zavod** (hereinafter referred to as the "**Authorised User**").

#### 1.1.1. DOCUMENTATION AND PHYSICAL GEODATA

The Authorised User will be provided with an Index of the Geodata available in the Data Room or which can be made available there.. The **Zavod** does not guarantee the completeness or accuracy of this index, nor of the Geodata itself.

Geodata located in or brought to the Data Room may be in, or marked with, different languages. No translation services are provided by **Zavod**.

Request for Geodata not in the Data Room or request for other information shall be made in accordance with **section 2.4 below**.

Authorised user may not take samples of physical Geodata unless written approval from the **Zavod** is obtained in accordance with **section 2.5 below**.

#### 1.1.2. RESPONSIBILITIES

The **Zavod**, their officials and employees provide no warranty for the completeness or accuracy of the Geodata provided.

The Authorised User agrees to use and visit the Data Room at own risk.

The Authorised User shall hold the **Zavod** and its staff harmless from any claims relating to the use of Geodata or visit to the Data Room.

#### 1.1.3.DATA ROOM STAFF

At least one person ("**Data Room Representative**") representing Zavod authorities will always be present in the Data Room with Authorised User(s).

Communication with Zavod shall be made in writing to either the Data Room Representative or representative of the Ministry of energy, mining and industry. (**See part 2 below**).

**Data Room Representative**

e-mail:

Tel: 00 387 33625 208

**Representative of the Ministry of energy, mining and industry**

Tel: 00 387 36513821

e-mail:

**1.2. VISITING HOURS AND LOCATION**

Visiting hours for the Data Room will be from 9 h to 16 h, during weekdays. Additional access may be provided subject to agreement with the Manager/Coordinator. The **Zavod** reserves the right to change the visiting hours or to close the Data Room at any time.

Access to Data Room outside of regular visiting hours and days may be requested by the Authorised User to the **Zavod**.

The Data Room will be located at the following address:

Address: Ustanička 11, 71210 Ilidža

Websites: [www.fzzg.gov.ba](http://www.fzzg.gov.ba)

Fees will be applied for access to the Data Room in accordance with **section 2.6**.

**1.3. STATUS OF INFORMATION**

Any information provided to the Authorised User in the Data Room will not represent the grounds for any Concession Contract or offer or invitation to negotiations for awarding Production Concession Contract and Exploration Concession Contract on Federation of Bosnia and Herzegovina.

In the course of providing information, the **Zavod** undertakes no obligation to provide the Authorised User with any additional information or updated information or to correct any imprecision that may be evident in the Geodata.

All Geodata are provided non-exclusive. The Authorised User may not use the Geodata for other purpose than own assessments, or for assessments by its contractors on the Authorised User's behalf, without written consent from the **Zavod**.

Without the written consent of the **Zavod**, the Authorised User may not sell or commercialise Geodata accessed in the Data Room.

## 2. DATA ROOM ACCESS PROCEDURE

### 2.1. DATA ROOM ACCESS REQUEST

The Data Room is accessible to the Authorised User on the days approved by the Ministry. Geodata which are indexed, but not in the Data Room, will be brought to the Data Room on request.

In order to gain access to the Geodata in the Data Room, the Authorised User requires approval from the Ministry, (*see Schedule 1*). The request should contain information about the company, the company's representatives, planned time for visit and confirmation that these rules are accepted by an authorised representative of the company.

*(See Schedule 2 which must be signed before access to the Data Room may be authorised).*

### 2.2. ACCESS TO GEODATA IN DATA ROOM

The Authorised User must register with Data Room Representative. The number of persons in the Data Room may not exceed five.

The representatives from Authorised User shall provide valid identification.

The following is allowed in the Data Room: pens, paper, journals, voice recorders, calculators, mobile phones, and computers (including laptops and tablets).

The Authorised User may not connect own computer hardware (USB plugs, hard disk, printers, computers or other electronic device) to hardware provided by **Zavod** in the Data Room. The Authorised User may not use any digital hardware to transmit data electronically while in the Data Room.

Big bags or similar items shall not be brought into the Data Room.

All Geodata available in the Data Room may be reviewed by the Authorised User in accordance with these rules. The Authorised Users may request copy of Geodata documents subject to payment of fees in accordance with *section 2.6*.

### 2.3. GEODATA REVIEW

Geodata documents may be taken out of ring binders, files or folders where they are kept, but they must be returned to the same place, in the same state and the manner in which they were found. The Geodata documents that are bound must not be taken out of their bindings. The representatives of Authorised Users will be requested to confirm, before departing, that all Geodata documents from the Data Room have been returned to their original location. *See Schedule 3*.

### 2.4. ADDITIONAL GEODATA AND INFORMATION

Each request for additional Geodata or other information request to the Data Room must be submitted in writing. See *Schedule 4*. Authorised User may request additional information in this way only.

This is primarily related to unprocessed („raw“) as well as 2D/3D seismic profiles and well data, that are not included in Data Room Official Package, which will be given to the

companies that visit Data Room. Also, it is related to request for obtaining physical Geodata such as parts of the cores and samples from Exploration Wells.

Before the delivery to the representatives of the Authorised User, all additional information will be delivered to the Data Room Representative and included in the index of Geodata accessible in the Data Room.

## 2.5. REQUEST FOR SAMPLING OF PHYSICAL GEODATA

An Authorised Users must obtain a specific authorisation from the **Zavod** to take sample(s) from physical Geodata (cores, cuttings, petroleum samples etc). The following additional information has to be submitted to the Zavod before approval can be granted:

- The purpose of the sampling, description of the aim with the study (why is this study being carried out);
- Which samples will be required;
- Methods (how will the aims with the study be achieved);
- Time frame (preferred dates for the sampling, time for completion of report);and
- How will the results be conveyed (journal, non-exclusive report etc).

The Ministry may stipulate conditions, including copy of any report made following the study. **Schedule 5** may be used for submitting the request for authorisation.

## 2.6. FEE(S) FOR USE OF DATA ROOM RESOURCES

Data Room resource implies the following: any data, information and results obtained during the previous exploration of oil and gas in Federation of Bosnia and Herzegovina, equipment and devices serving for efficient keeping, analysis and research and other professional technical manipulations of data and results of exploration, as well as professional, technical and administrative staff being at disposal of Authorised Users of the Data Room.

No.	Type of service or documentation	Price (KM)
1	Uniform fee for use of the Data Room resources	10.000,00

Uniform fee for use of the Data Room resources implies the access to all available geodata in the Data Room related to the blocks subject to Tender, for the duration of 3 business days, professional-technical and administrative support to Authorised Users of the Data Room, as well as obtaining the following data on exploration related to the subject area free of charge:

- „Viewing Cost“ enables review of all available data, without a possibility to copy and reproduce them;
- Technical reports on the petroleum-gas potentiality of the subject area,
- Basic geological and structural-tectonic data contained in the form of reports, studies and cartographic bases,
- „Well Completion Package“, for two representative exploration wells in the subject area, including, if available: final report on exploration drilling, final geological reports, results of all measurements and analyses during and after the exploration drilling, logs as well as the results of potential VSP measurements in the wells,
- Results and reports on all geochemical, sedimentological and paleontological analyses related to the subject area,
- Results of available gravimetric and geomagnetic explorations, shot points maps of seismic 2D profiles, in the scale 1:50.000 and 1:100.000,

- *Digital copies of no more than 5 (five) 2D representative seismic profiles on potential structural and stratigraphic facility (time and migration section), per various stratigraphic levels,*
- *Reports on seismic processing and reprocessing,*
- *Reports and results of AVO analyses, as well as all other results of special processing,*
- *All existent reports related to maturity of organic matter, reservoir, source rocks and seals, temperature, pressures and other important indicators, which will contribute to Authorised User to get sufficient information for establishing petroleum potentiality of the subject area;*
- *Photocopying of documents of up to 500 pages;*
- *Each twentieth inline seismic 3D profile.*

In order to approve the service of copying digital data or photocopying paper documentation, the Authorised User is required to properly fill out the form given in **Schedule 4** of the Rules. Data Room Manager/Coordinator will review the Request for Copying and propose the time for copying to take place.

The Authorised User may also obtain other available geodata from the Data Room not stated in the abovementioned list. The operating costs for provision of other geodata are as follows:

No	Type of Data	Unit	Price (KM)
1	Copying of the processed 2D profiles	km	30.00
2	Copying of the field 2D profiles	km	200.00
3	Copying of the whole 3D Package (981 „in line“)	profile	4000.00
4	Well Completion Package	well	100.00
5	Photocopying A3, A4 format	page	0.40

Payments will be made through the account of the Institute, based on the relevant invoice that the Institute submits to the Authorised User based on delivered services, within 7 business days from the reception of the invoice.

## **2.7. ACCESS APPROVAL DENIAL OR REVOKING**

The Zavod reserves the right to deny or revoke already issued approvals to access the Geodata in the Data Room at any time without previous notice or reasoning the denial or revoking of the issued approval(s).

## **2.8. BREACH OF RULES**

In the event of breach of these rules, an Authorised User or any representative of an Authorised User may be asked by the Data Room Representative or representative of the **Zavod** or Ministry to leave the Data Room. Future access may also be denied.

The Authorised User, or its representative, may be held liable for any losses incurred due to breach of these rules.

## **2.9. APPLICABLE LAW**

These rules are subject to Federation of Bosnia and Herzegovina law.



**SCHEDULE 2 – RULES’ CONFIRMATION AND COMPLIANCE FORM**

With reference to the approval of the Zavod to allow the Authorised User’s representatives to access the Geodata in the Data Room:

- (a) We confirm that we have read and that we understand the Rules for access to Geodata in the Data Room (the “Rules”) and agree to comply and to ensure compliance by any Authorised User representative;
- (b) We confirm that we are bound by the terms of the Rules;
- (c) We agree that we are fully responsible to the Zavod and Ministry advisers for all acts and omissions of our representatives while making use of the Data Room and will indemnify the Ministry and its advisors and keep them against:
  - (a) All losses, liabilities and damages which any of the Zavod and Ministry or the advisors suffer;
  - (b) Any costs, charges and expenses which any of the Zavod and Ministry or the advisors incur, as a result of or arising out of any breach of the Rules by representative(s) of the Authorised User;
- (d) We acknowledge and agree that neither the Zavod and Ministry nor the their advisers make any representation or warranty as to the accuracy or completeness of the Geodata made available in the Data Room and that nothing contained in the Geodata will be relied upon as a promise or representation. We further agree to wave the Ministry and its advisors from liability arising directly or indirectly out of use of, or reliance on the Geodata in the Data Room or any omissions therefrom.

(AUTHORISED USER’S REPRESENTATIVE(S))

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**SCHEDULE 3 – DATA CHECK-OUT FORM**

I confirm that all documents in the Data Room have been returned to their original location in their original condition and that I have not photocopied any such documents without previous permission.

NAMES OF AUTHORISED USER'S REPRESENTATIVE	AUTHORISED USER	SIGNATURE	DATE

**Appendix 2 – DATA ROOM VISITS REGISTER**

DATE	NAME	AUTHORISED USER'S REPRESENTATIVE	DATE IN	DATE OUT

**SCHEDULE 4 – ADDITIONAL DATA REQUEST FORM**

<b>ADDITIONAL DATA REQUEST FORM</b>			
<b>TO BE FILLED OUT BY AUTHORISED USER'S REPRESENTATIVE</b>			
Authorised User's representative: Request date: Request time: Contact details:			
<i>PLEASE APPROVE THE COPYING OF THE FOLLOWING LIST OF DATA</i>			
<b>ID NUMBER</b>	<b>DATA DESCRIPTION:</b>	<b>APPROVED: (YES/NO)</b>	<b>NUMBER OF COPIES</b>

**Notes:**

- (1) Please hand this form in to the Data Room Representative
- (2) Please take special care to the reference of the requested documents. State any document identification numbers as they appear on the Data Room Index.
- (3) Reasonable photocopying and distribution charges will be charged to the Authorised User as per 2.6.

**SCHEDULE 5 – QUESTIONS AND ADDITIONAL INFORMATION FORM**

TO BE FILLED OUT BY THE AUTHORISED USER
AUTHORISED USER'S NAME:
CONTACT PERSON:
REQUEST DATE:
LIST OF REQUIRED INFORMATION (INCLUDING PURPOSE AS REQUIRED – see 2.5):
(list of questions may be attached to this Request)
TO BE FILLED OUT BY THE DATA ROOM REPRESENTATIVE
AUTHORISED DEPARTMENT OF THE SUBJECT PROPERTY: NAME OF THE RESPONSIBLE PERSON: ADDRESSEE OF THE REQUEST: RESPONSE DATE: