

BUSINESS POLICY

This policy affirms Arteco's commitment to develop itself in a sustainable way. This applies to all business that we either directly operate or contract out. Arteco staff will handle the day-to-day business according to defined procedures and guidelines. Arteco endorses the policies and standards issued by Chevron and Total and will, as a minimum, comply with the law using established industry practices.

MANAGEMENT COMMITMENT

1. **Demonstrate commitment** through leadership and participation at all levels. Actively involve and consult all stakeholders. Have an open culture where personnel take pride in delivering excellent performances with consideration of safety, health and the protection of the environment. We believe *"there is always time to do it right"*
2. **Strive for Sustainability** in all aspects of the business, with priority given to those areas that offer opportunities for breakthroughs to new levels of excellence. That includes, but is not limited to, striving for sustainable performance through the development of prevention strategies and the fixing of annual objectives, targets and the drawing up of improvement plans.
3. **Maintain contingency plans** to minimise the consequences of reasonably foreseeable incidents and ensure a fast and effective response.
4. **Audit compliance** with this policy and its associated management systems, monitor their effectiveness and take appropriate action.
5. **Understanding the requirements** of our internal and external customers, develop and supply products and services which fully meet those requirements. This is summarized in Arteco's
Quality Policy *The People of Arteco are committed to Providing quality products - In the right Quantity, In the right Condition, On Time, At the right Price – and Services, that meet their customers requirements through a commitment to Excellence and Continuous Improvement.*
6. **Establish a group culture** where each individual is aware of the importance of quality, health, safety, environment and our overall performance and where each individual feels responsible for continuous improvement.
7. **Develop performance standards** which strive towards sustainability-minded work by all employees. In our daily work we put quality first, but NEVER at the expense of health and safety or the environment.

OPERATIONAL

8. **Protect and monitor** the environment and the health and safety of employees, contractors and others by integrating quality, safety, health and environmental management, i.e. Sustainability, into all business processes, with equal importance as other considerations.
9. **Provide the resources**, information, training and supervision necessary to implement this policy. Strive to use suppliers and contractors that apply equivalent standards.
10. **Assess and manage risks** to all stakeholders for current and planned activities. Manage operational hazards to ensure that risks are as low as reasonably practicable.
11. **Promote the use of best practices** where practicable and economically viable, to use and consume natural resources in a sustainable way.

PRODUCTS

12. **Encourage the extended life** and recovery of all products, where practicable, without compromising the performance of our products.
13. **Support research**, development and investment into technologies to lower the Safety, Health and
Environmental impact of operations and hazards of the products over their whole life cycle.
14. **Consult and inform** stakeholders about the sustainability aspects of our activities and products, taking account of their concerns.