TANK TO TANK TRANSACTION PROCEDURES
(FOB ROTTERDAM - DELIVERY IN BUYER'S TANK)

Phase 1: Client Onboarding and Preliminary Verification:

1. **Letter of Interest (LOI):** The Buyer shall provide a duly completed Letter of Interest (LOI) clearly specifying the exact product requested and the required quantities, to enable the Seller to accurately evaluate the request and proceed with the corresponding due diligence and verification procedures. The LOI must be issued on the official letterhead of the requesting company, signed by an authorized representative, and affixed with the company stamp/seal.
2. **Company Profile:** The product requester shall provide a comprehensive Company Profile to enable the Seller to evaluate the entity's background, operational structure, and compliance standing, including company registration details (legal name, incorporation number, and jurisdiction), ownership structure and identification of ultimate beneficial owners (UBOs), full corporate structure with subsidiaries, affiliates, and any associated or formerly held entities within the group, key management personnel and principal officers, description of core business activities and operational sectors, as well as all relevant licenses, certifications, and compliance accreditations. All information must be current, accurate, and consistent with official corporate records and public registries.
3. **Know Your Customer (KYC) Form:** The requesting entity shall provide a fully completed Know Your Customer (KYC) form, including a valid copy of the company's legal license, a copy of the authorized signatory's passport, full banking details of the institution that will be used for payment, all required corporate documentation, and any additional standard compliance information as mandated by regulatory and industry best practices. All submitted information must be accurate, current, and verifiable.
4. **Tank Storage Agreement (TSA):** A copy of the Tank Storage Agreement (TSA) issued in favor of the buyer's company is required. Even if Tier 1 logistics providers such as Vopak, VTTI, or others are involved, this request remains unchanged. The buyer's appointed tank farm company must be *VERIFIED, APPROVED, and ACCEPTED* by the seller before the execution of the transaction for the following reasons:
    - The seller must verify the buyer's appointed tank farm company (TSA) to ensure it meets our standards and has a clean record with authorities and the law, in order to avoid any risks related to product quality or quantity during injection, and to prevent contamination of our product.
    - Not all tank farm companies have the proper pipeline routing map to inject fuel from all regions in the Netherlands to tank facilities.
    - Not all tank farm companies have port approval or a secure transloading network from the tank facility to the loading port/vessel.
5. **Bank Details:** Full and verifiable information regarding the banking institutions designated to manage the transaction is required. During the initial client acceptance phase, a Proof of Funds (POF) must be provided by the bank that will execute the payment. The POF shall be issued in the form of either a Bank Capability Letter or a Bank Statement, both prepared in accordance with international banking best practices and dated no more than five (5) business days prior to submission.

Phase 2: Core Transaction Execution

1. Buyer issues ICPO along the following documents, Buyer's Company Certificate of Registration or Company's Profile in accordance to Seller's delivery transaction terms.

2. Seller issue to buyer Commercial Invoice, Buyer sign with initials and return back to Seller along Buyer Logistics Documents for Reception of the Product which Include (Tank Storage Agreement with the Buyer Tank Farm/Tank Lessor/Tank Operator for Seller Confirmation & Approval / Acceptance).
   Note: *Buyer's TSA must not exceed at most, 14 days from date of issuance.*

3. Seller provides the following PPOP documents to Buyer.

   a) Product Quality Passport.
   b) Export License.
   c) Statement of Product Availability.
   d) Letter of Commitment to Supply.
   e) Certificate of Origin.
   f) Tank Storage Receipt.
   g) Authorization to Verify (ATV)

   Within 5 days upon the receipt of the above PPOP documents, Buyer Provide its Tank Receipt/ Coordinate for Reception of product at Delivery Port.

4. NCNDA/IMFPA to be sign by all parties for commissions payment awareness.

5. Upon Seller Receipt and Confirmation of Buyer Reception / Storage Facility Tank Receipt/ Coordinate, Seller Commence the Delivery / Injection to Buyer Reception Facility ta Delivery Port and Issue to Buyer the Delivery / Injection Report Documents along with DTA in other for Buyer to conduct Dip-Test inspection at buyer's reserved Storage Facility.

6. Upon satisfactory Dip-Test Inspection carried out by the Buyer, Buyer makes payment via MT103-TT to Seller's Beneficiary Account for the total cost of product delivered into its Reception Facility at Deliver Port and lift the Product with Title Ownership and all exportation documents are handed over to the Buyer.

7. Seller pays Commission to all Intermediaries Involve in the Transaction as Per NCNDA/IMFPA Signed and Submitted by Intermediaries to Seller for Approval and Final Endorsement.

Please note: *the procedures outlined in both phases are non-negotiable, and progression to Phase 2 will only be permitted upon the successful completion of Phase 1, after the potential client has passed the preliminary due diligence.*