



Inflow Control Technology Forum

Membership Proposal, Conditions & Agreement

**Oakland Innovation Limited
doing business as OTM Consulting**

PR-3226-01N

1 Summary

Oakland Innovation Limited doing business as OTM Consulting (“OTM”) has pleasure in inviting you to become a Member of the Inflow Control Technology forum. The Inflow Control Technology forum aims to promote discussion about inflow control technology within the oil and gas industry in order to increase awareness of the capabilities of the technology, share knowledge and experiences and to develop the market.

Membership of the Inflow Control Technology forum is open to any company having an interest in inflow control technology. This will include: operators, contractors, suppliers, research & technology development (RTD) & academic organisations, consultants and independent technology experts. Such wide membership provides value for Members through interaction between the different parties, and will provoke wide-ranging discussion of issues.

Inflow Control Technology forum membership provides the following benefits:

- Being part of a comprehensive network of operators, contractors and suppliers, together providing a pan-industry focus for inflow control technology in the upstream oil and gas industry
- Attendance at facilitated technical workshops
- Access to a shared knowledge resource through a dedicated website
- Knowledge sharing and lessons learnt amongst Members
- Identification, prioritisation and dissemination of operators’ technology needs and gaps
- Access to proposals for innovative solutions at workshops etc...
- Is complementary to, and adds value to other initiatives in this sector
- Low cost to Members

The standard membership period is 2 years with membership fees currently at £3,950 (pounds sterling) per annum (£7,900 for a two year membership).

Members can withdraw their membership at any time by written notification to OTM. Membership will cease at the end of that membership period.

Any queries regarding this proposal or the attached membership form should be addressed to Dawn Dukes, at OTM Consulting, (Tel: +44 1372 631950, E-mail: Dawn.dukes@otmconsulting.com)

2 About The Inflow Control Technology forum

The Inflow Control Technology forum started out as PICT, (Passive) Inflow Control Technology forum, an idea from Eric Lauritzen who attended an ETF (Expandable Technology Forum) meeting in 2007 and liked the set-up and deliverables of the ETF. Eric indicated that a similar industry force should be organized for inflow control technology and thus PICT was born.

PICT was the primary worldwide knowledge sharing forum for passive inflow control technology for the last 6 years, and at the beginning of 2014 we looked to broaden the on-going mission to include passive, active and autonomous inflow control technologies. To recognize this, the forum has been renamed Inflow Control Technology as it is no longer concerned with solely passive methods.

The Inflow Control Technology forum mission is to be the primary worldwide knowledge sharing forum for inflow control technology.

The Inflow Control Technology forum’s specific objectives are:

- To increase awareness of inflow control technology and the business value of the technology throughout the industry
- Establish an unbiased forum for exchange of technical information pertaining to inflow control
- Identify contributing primary contacts within operators and service companies
- Through discussions at workshops and from presentations, establish evaluation criteria and standards for application. Establish differentiators between conventional, passive, and active

technologies

- Through discussions at workshops and from presentations, identify challenges for successful technology adoption and deployment, and discuss methods and practices to facilitate the technology
- Identification of technology needs and gaps

The individual Inflow Control Technology forum meeting objectives are:

- Share technical information on new and emerging inflow control technologies
- Provide operating company overview in regard to passive and active inflow control deployment, maturity, strategy, decision making, performance and perception
- Provide service company orientation of current available products and services to review existent technologies, and what the oil industry can expect in the future
- Share case studies to highlight performance of Inflow Control equipment: Success stories, failures and lessons learned. Additionally, operators should share criterion for technology applicability and selection
- Share knowledge of how challenges have been overcome and optimisation of design
- Stimulate modelling discussions: well bore centric vs. reservoir centric
- Intelligent Well Completion (IWC) implementation, performance and developments
- Value-added criterion and interpretation
- Open Q&A

3 Membership services

Dedicated project management resources will be provided to the Inflow Control Technology forum by OTM. The OTM project manager will provide a single point of contact for Members on all Inflow Control Technology forum matters.

3.1 Provision of secretariat

OTM will provide a comprehensive secretariat for the Inflow Control Technology forum, including the following services:

- Resolving contractual membership issues with Inflow Control Technology forum members
- Providing a single point of focus for queries
- General liaison with, and assistance to, the Membership
- Maintenance of project mailing list(s)
- Document control
- Liaison with related initiatives as required
- Widening the Inflow Control Technology forum membership

3.2 Workshops

Workshops will be convened approximately every 9 months in suitable global centres of the industry (e.g. Middle East, Europe, Asia Pacific, USA etc.) according to the preferences of Members.

The meetings will be one and a half days in duration and will consist of facilitated discussions. The facilitated discussions will include subjects such as case studies, lessons learnt, technology needs, technical standards etc.

3.2.1 Hosting

Workshops will be hosted by member companies, who will need to provide a room with space for seating up to 120 people, presentation facilities (OHP, flipchart and digital projector) and refreshments. In the event of conference facilities not being available of the size required, then hotel facilities will be sought to accommodate the number of attendees. OTM will advise hosts on requirements.

3.2.2 Administration

OTM will liaise with the host at least 8 weeks before the meeting to confirm the arrangements for the upcoming meeting and to obtain venue and travel details. OTM will prepare meeting materials such as

agenda, name badges, attendee list, maps and joining instructions and will post presentation slides on the Inflow Control Technology forum website.

3.2.3 Facilitation

It is expected that a chairman who is a technical expert on the issues being discussed, will be appointed from amongst the members of the Inflow Control Technology forum. Alternatively, and when appropriate, the OTM project manager will chair the meeting. OTM's facilitation of the meetings will include break-out group discussions, keynote sessions and other activities where appropriate and where suggested by the meeting chairman.

3.3 Website

A dedicated Inflow Control Technology forum website will be established with a public-access area and Members-only area protected by password. It will be created and maintained by OTM and will provide:

- Promotion of the Inflow Control Technology forum, stimulating membership (public-access)
- Encouragement and guidance for suppliers to submit innovative proposals (public-access)
- Details of up-coming meetings (public-access)
- Central shared knowledge archive (Members-only access)
- Central database of Members with contact details (Members-only access)
- Calendar of events
- Links to other relevant sites

4 Deliverables

Deliverables will include the following as a minimum:

- General administration of the Inflow Control Technology forum and Membership
- Facilitation and delivery of workshops
- Development & maintenance of group website

5 Membership fees

Membership is subject to the attached Membership Conditions.

The membership fee for two year period (e.g. 1st April 20XX to 31st March 20XX+2) is seven thousand, nine hundred pounds sterling (£7,900) plus VAT where applicable. The fee may be reviewed in subsequent years.

Costs incurred by the Members in connection with meetings shall be the responsibility of each Member.

6 Contacts

Please contact the following with any queries on this proposal:

Dawn Dukes

OTM Consulting

Great Burgh, Yew Tree Bottom Road, Epsom, Surrey, KT18 5XT, UK.

Tel: +44 1372 631950

E-mail: dawn.dukes@otmconsulting.com

ICT Membership Agreement

Oakland Innovation Limited, doing business as OTM Consulting shall provide Services as set out in PR-3226-01M. The Member shall participate in and contribute to the Inflow Control Technology Forum in a professional, fair and responsible manner in accordance with PR-3226-01N.

This Agreement shall take effect following its signature by both OTM and the Member. Any Member may terminate this Agreement by written notification to OTM. Termination will take effect on 31st March of the membership period in which notification was received by OTM.

The member shall adhere to the terms and conditions of OTM proposal number PR-3226-01M with respect to schedule, scope of work, payment amounts and dates, and all other provisions. Any changes to this Agreement shall be agreed in writing between the Parties.

This Agreement shall in all respects be construed and take effect in accordance with English Law.

1. Introduction

The Inflow Control Technology Forum is an association of companies whose aim is to: "promote discussion about inflow control technology within the oil and gas industry in order to increase awareness of the capabilities of the technology, share knowledge and experiences and to develop the market" The organisation consists of member companies (members) and administrative services are provided by Oakland Innovation Limited doing business as OTM Consulting. Please contact Dawn Dukes, at OTM for additional information: UK office: Great Burgh, Yew Tree Bottom Road, Epsom, Surrey, KT18 5XT, UK.
Dawn.dukes@otmconsulting.com;
Tel +44 1372 631950

2. Organisation

On being accepted as a full member of the Inflow Control Technology Forum, the member company shall appoint a representative. All members have equal representation in decision making. The representatives shall have power to:

- Decide on changes to the the Inflow Control Technology Forum objectives and workscope,
- Agree any changes to members' and OTM's obligations

Decisions shall be made by the representatives by simple majority vote (with 2/3's voting).

3. Membership fee

The membership fee for the two year period (e.g. 1st April 20XX to 31st March 20XX+2), is seven thousand, nine hundred pounds sterling (7,900 Great British Pounds). The fee may be reviewed in subsequent years.

The fee is payable every other April for the duration of the Inflow Control Technology forum and where PR-3226-01N.doc, 15 January 2018

applicable, is subject to UK VAT at the prevailing rate (currently 20%). When paid in other currencies

the fee shall be calculated using the exchange rate given by HM Customs & Excise in the UK.

4. Membership term

To become a member, a company must complete the attached application form and submit to OTM. The application will be considered and OTM will inform the applicant by e-mail of the decision. A company shall be considered a full member, and subject to these membership conditions from the date of this confirmation.

Any member may terminate membership by written notification to OTM. Termination will take effect at the end of the membership period in which notification was received by OTM.

5. Obligations

Members shall participate in and contribute to the Inflow Control Technology Forum in a professional, fair and responsible manner.

OTM will use its reasonable endeavours to ensure that the Inflow Control Technology Forum is managed as specified in the membership proposal. OTM shall not be held responsible for errors, failures or omissions in execution of the Inflow Control Technology Forum, which are due to the Member not meeting their obligations under these membership conditions.

Costs incurred by the Members in connection with meetings shall be the responsibility of each Member.

6. Liabilities

Members agree to hold harmless all parties, in the event that any information contained in the results not owing to any error, failure or omission of OTM, prove to be the cause of any loss or damage to a party.

Members agree to limit the liability of OTM, in the event that any information contained in the results owing to any error, failure or omission of OTM, proved to be the cause of any loss or damage to member, to the cost of re-work of the services provided by OTM.

These membership conditions shall also extend to the members' respective affiliates.

Membership Agreement

Parties:

..... (the Member)

and

Oakland Innovation Limited doing business as OTM Consulting (Registered No 2390201) having its registered office at Harston Mill, Harston, Cambridge, CB22 7GG, UK ('OTM').

Project:

The Inflow Control Technology network management, as more fully described in the Inflow Control Technology Forum Membership Proposal, Conditions and Agreement, PR-3226-01N, dated 15 January 2018 (the Project)

Signed:

For Oakland Innovation Limited doing business as
OTM Consulting

Sarah Cole

Legal Counsel..... (Title)

Date:

Signed:

For Member:

Name:

Title:

Date:

Purchase Order number (if applicable):

Invoices for attention of:

Address for invoice purposes:.....

Company groups (please check one box only):

- Oil & gas operating companies
- Service Company
- Other

Primary Inflow Control Technology representative:

(Communications from OTM & the Inflow Control Technology Forum, other than invoices, will be sent to the primary representative)

Surname:

First Name:

Title:

Address

(If different from above)

Telephone:

Email:

Payment instructions & information:

Initial Membership fee for 2 years: £7,900 excludes UK VAT.

- Payment by cheque: Make cheque payable to Oakland Innovation Limited.
- Invoice, please provide purchase order number
- Bank transfer: Please contact OTM for bank details.
- Bank credit card: Please provide OTM with card details (Mastercard & Visa only). Please note a 5% fee will be made for credit card transactions.