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Regulation | 1st edition Shell Safety Leadership Awards - 2019

1. ORGANIZATION. The Shell Safety Leadership Awards - 2019 ("Award") is an initiative from SHELL BRASIL PETRÓLEO LTDA., a corporate partnership with headquarters in the city and State of Rio de Janeiro at Av. das Américas, nº 4200, Bloco 6, Salas, 101, 201, 301, 401, 501, 601, Barra da Tijuca, enrolled with CNPJ/MF under no. 10.456.016/0001-67, hereby represented in the form of its Social Contract (hereinafter referred to as "Coordinator" or "Shell Brasil").

2. AWARD. The Award is an initiative from Shell Brasil which aims to identify, recognize and validate the Companies who provide services to the Coordinator and have developed projects, practices, or initiatives aimed at improving performances in Health, Safety and Environment ("HSE") and have demonstrated visible safety leadership practices, when implementing activities with Shell Brasil, with the continual objective of reaching GOAL ZERO: *No Harm. No Leaks.*

The exclusive purpose of the Award is to validate the safety culture in Shell Brasil's relationship with its contractors in the oil and gas sectors, without using any form of raffle.

2.1. General objective: The purpose of the Award is to spread good practices, initiatives and projects developed in the HSE areas, that seek to continually improve performance and perpetuate the safety culture in the organizations.

2.2. Specific objectives: (a) Communicate and spread good practices, initiatives and projects developed by companies hired in the HSE area, (b) tighten the relationship between Shell Brasil and their contractors, as a way to promote safety leadership and for the safety culture to cascade onto the other organizations, (c) encourage the search for innovative solutions to



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develop new projects and new practices, in the continuous pursuit of GOAL ZERO: *No Harm, No Leaks*, (d) propel Shell Brasil and its contractors towards the Declared Future (Shell's organizational vision projected for 2020, in which it establishes a common purpose for all in the Upstream organization, to reach Goal Zero and make Shell the safest business in the world).

3. ELIGIBILITY. Companies contracted by Shell Brasil can apply for the Award, the criteria are as follows:

3.1. Any company that has had a contract with Shell Brasil in effect between June 2018 and June 2019 or, still in force at the application date.

3.2. To be eligible for the Award, the contracts must be related to services provided to the Upstream-Deepwater organization of Shell Brasil, however contracts from other lines of business may be accepted (e.g. Trading) in which indirect services were provided to the Upstream-Deepwater organization. Shell Brasil will review all contracts sent in for the award application for compliance of this requirement.

3.3. Companies that can prove there were no work-related fatalities or total incapacities in their activities between June 2018 up until the application date, may apply for the Award. Therefore, each Company must present signed declarations from their legal representative(s), confirming that there were no work accidents resulting in death or total incapacitation among their workers, according to the model annexed to the Regulation -- Annex I.

3.4. Companies may apply if they can prove they (i) are aware of and comply with laws applicable to their activities, including but not limited to, anti-corruption legislations; (ii)



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maintained and still maintain written policies and procedures in effect which aim to comply with anti-corruption legislation or, alternatively, are aware of the Shell General Business Principles and Shell Code of Conduct (www.shell.com/about-us/our-values), promising to adhere to them; and (iii) reinforce their faithful compliance with all commitments related to anti-bribery, anti-corruption and anti-money laundering laws made in the contract with Shell Brasil. Therefore, each Company must present signed declarations from their legal representative(s), confirming all of the above, according to the model annexed to the regulation -- Annex II.

3.5. Failure to fully comply with any of the requirements imposed in item 3 of the Regulation shall result in ineligibility to apply for the Award.

4. APPLICATION. The application period will be between May 03, starting at 8:00 a.m., and July 05, 2019, until 11:59 p.m. (Brasília-DF time zone).

4.1. The companies interested in applying for the Award should apply exclusively on the internet, on the website www.shell.com.br/slwards, the Companies must fill out the online Application Form, providing all of the data required for their identification. The candidate Company is entirely responsible for the content of the Project (as defined in item 5 of this Regulation) and the registration data provided. The declarations referred to in item 3 of this Regulation must be sent on the same day as the Company's application, to the e-mail slwards@shell.com.

4.1.1. Before applying, candidate Companies must read the Regulation carefully, which is available on the website www.shell.com.br/slwards, and accept all terms and conditions.



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4.1.2. The Coordinator is not responsible for not receiving any applications sent by the Companies, as well as impossible participation due to sending failures or errors due to problems with the Internet providers used by any candidate Company.

4.2. Each company may submit up to 3 (three) Projects per valid application period.

4.3. The Coordinator reserves the right to use discretion when evaluating each application, having the right to reject and disqualify applications that are inconsistent with the rules imposed by the Regulation, without notice to the candidate Company.

5. PROJECT. Each candidate Company project sent in the application to compete for the Award must be registered by completely filling out the online Application Form, and should contain the name of the project, a description of the project, practice or initiative that aims at improving performances in the HSE area, name of the Company, name of the person responsible for submitting the application, contract identification with Shell Brasil, effective period of the contract, name and scope of the contract, name of the Shell Brasil contract manager and commercial representative at Shell Brasil (“Project”).

5.1. On the online Application Form, available at www.shell.com.br/slwards, the candidate Company must report the practices and initiatives developed by the Company, demonstrating the impact it has on the Shell Brasil Upstream-Deepwater business, using the available spaces, with a maximum of 1,500 characters per space, for the items below, according to the following form instructions:



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- **Theme or Related Area:** Choose the theme or area related to the Project.
- **Challenges Encountered:** Describe the problem encountered that justified the creation of the Project.
- **Solutions and Actions Taken:** Describe that solutions that were found and the actions that were taken to execute the Project.
- **Impacts and Results Achieved:** Describe and quantify the benefits to Shell Brazil's business and operations, as well as what has changed since the implementation of the Project.

5.2. The candidate Company may annex up to 1 (one) supporting document with additional information on the Project in the application, in PDF form, and a maximum of 10 MB.

5.3. Projects that began before 2018 can be sent for application as long as it can be proven that their results continued up until the Award application date.

5.4. It is mandatory that the Projects sent for application respect the legislation, regulation and norms of the Ministry of Economics and/or the State Secretaries and/or Municipal Labor applicable to the activities developed in Company operations, as well as any other regulation, requirement or applicable law. The application of any Projects to the Award matters in the Company's tacit statement in this regard.

6. **SELECTION PROCESS:** Selection of the winning Project will be carried out through the analysis of the Projects submitted during the registration period and which are, in the Coordinator's discretionary opinion, in full compliance with all the provisions of this Regulation.



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6.1. The Evaluation Commission will judge the projects according to the criteria listed below:

- The Project should be presented in a clear and objective manner and follow all of the criteria enforced in this Regulation.
- The Project must show innovative solutions and proactive and collaborative ways of working, in which risk normalization is recognized and overcome, and dilemmas are addressed. The Company must be disciplined in their contributions to Goal Zero: *No Harm, No Leaks* of Shell Brasil -- in the process safety, occupational safety, transport safety, and contract management and/or environmental management areas.
- The Company should show visible examples of safety leadership and a well-constructed organizational safety culture, in which all levels are motivated and empowered in the journey to the Declared Future (Shell's organizational vision projected for 2020, which establishes the common purpose for everyone at the Upstream organization, to reach Goal Zero and make Shell the safest company in the world).

6.2. The Evaluation Commission may also consider the following as criteria for evaluating the Projects:

- Development and implementation of innovative ways to reduce greenhouse gas emissions (e.g. CO₂ and CH₄ intensities, use of renewable energies) in the context of the energy transition challenge.
- Collaboration with industry, regulating agencies and other partnerships to advance industry standards, sharing good practices and innovated solutions, process simplification and digitalization.



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- Demonstrate value for the people on front line operations, enabling a competent performance and engaged workforce, without compromising safety standards.

6.3. If identical Projects are identified, the Evaluation Commission reserves the right to disqualify the project that was sent in last, without the right to appeal.

6.4. The Coordinator reserves the right to disqualify and/or reject Project applications if there are sufficient elements that identify the non-observance of application legislation or contain inappropriate content under Brazilian legislation.

6.5. The decision of the Evaluation Commission, in relation to any Project or application, is sovereign and there will be no appeal or questioning of the decision by the candidate Company.

6.6. It is optional - and not obligatory - for the Coordinator to share with any candidate Company the results of the Evaluation Commission's evaluation in relation to said candidate Company's Project.

6.7. The Evaluation Commission will be composed of professionals of the Coordinator, with members from the technical and leadership teams, with notorious knowledge of and experience recognized in the HSE areas in the oil and gas sectors.

7. AWARDS. The award ceremony will take place as follows:

7.1. The official award will consist of a personalized Trophy with the Shell logo and a signed certificate, presented to the Company that wins the Award.

7.2. The Coordinator reserves the right to grant any honorable mentions to other Companies participating in the Award. In this category, if applicable, the award will consist of a personalized Plaque with the Shell logo



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and a signed certificate, presented to the Company(ies) chosen by the Coordinator.

7.3. The results of the Award will be published on the official Award website (www.shell.com.br/slawards), on a date to be defined by Shell Brasil and previously informed on the same website.

7.4. The winning Company will be invited to participate in the Awards Ceremony, which will take place during the Shell's Contractor Safety Leadership Forum in Rio de Janeiro, on a date to be defined by Shell Brasil and communicated to the Company that wins the Award. On the occasion, the award will be given to the winning Company by representatives from Shell Leadership.

7.5. Participating Companies must ensure the physical presence of at least one representative at the Awards Ceremony mentioned above. Arrangements and any travel, food, and accommodation costs for the Company representative(s) are the responsibility of the Company.

7.6. The Award is unique to each Company and non-transferable.

7.7. No financial award or compensation will be granted to the winning company.

8. FINAL CONSIDERATIONS. Candidate Companies will be solely responsible for any future questioning about copyrights in relation to the use of expressions, texts, text fragments, and any other reproductions and/or unlawful use of work in composing the Projects submitted to the Award, and is civilly and criminally liable for the illicit acts that they may commit in the scope of intellectual property, as well as for the eventual misuse of the image (in a broad sense) of people.

8.1. The candidate Companies declare, from this moment, that the Projects and materials sent in to application for the Award are of their ownership and



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assign the Coordinator, in perpetuity, full and total, free of charge, without any remuneration, burden or charge, all the rights of use and disclosure of the same, for any type of use, publication, reproduction by any means or technique, including the disclosure of the result of the Award, allowing the Coordinator, immediately, including and without limitation to: edit, publish and reproduce any information sent regarding the Projects, besides disclosing it by means of posters, films and/or spots, jingles and/or vignettes, as well as in any type of media and/or promotional pieces, including television, radio, newspaper, posters, banners, billboards, direct mail and on the Internet.

8.2. The authenticity of the Projects sent by the candidate Companies will be evaluated at the sole discretion of the Evaluation Commission, and the Projects that infringe any of the conditions established in these Regulation will be disqualified, without any right to appeal.

8.3. If the evaluation referred to in the previous item, after the Project is classified as a winner, proves that it has violated any of the conditions set forth in this Regulation or has declared any untrue information, even if by default, the respective candidate Company and its Project will be disqualified from the Award and the Project that is classified in the position immediately following it will be declared a winner of the Award.

8.4. A candidate Company that behaves in a way that intentionally seeks to manipulate the operation of the Award or that violates the terms and conditions imposed in this Regulation, will be automatically disqualified and/or declassified, depending on the level the Award is at.

8.5. In addition to the rights of use and disclosure of the Projects submitted by the candidate Companies, as established in item 8.2 above, when participating in the Award, under the terms of this Regulation, the candidate Companies automatically grant the Coordinator the right to use their image and voice for an undetermined period of time, in addition to the right to use the image and voice of their representatives (employees or not) who are part of the material submitted by the



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Company to participate in the Award, as well as the rights to expose, publish, reproduce, store and/or in any other way use them, to which the candidate Companies explicitly and irrevocably make an irrevocable and irreversible commitment, immediately and in full right, free of charge, without any remuneration, burden or charge, such rights may be exercised by the Coordinator or persons authorized by it by means of posters, films and/or spots, jingles and/or vignettes, as well as in any type of media and/or promotional pieces including television, radio, newspaper, posters, banners, billboards, direct mail and on the Internet, existing or that may be invented, without territorial limit, on an exclusive basis.

8.6. The authorizations described above do not imply any obligation on behalf of the Coordinator to disclose or pay any amount.

8.7. Questions and information about the Award may be clarified by contacting the following e-mail: slawards@shell.com. The Award, as well as the Regulation, may be changed at the Coordinator's discretion, and an announcement will be made on the website www.shell.com.br/slwards.

8.8. The mere participation in this Award implies full compliance with the present Regulation, in all its terms and conditions.

8.9. The simple registration of a Project to the Award does not generate any right for the Company to receive any kind of award, and the Coordinator reserves the right to cancel the Award at any time, before the disclosure of the result, without this generating any indemnity and/or compensation to any of the candidate Companies already registered.

8.10. The Coordinator is not obligated to investigate, but reserves the right to investigate the content of the information given by the candidate Companies in the documents submitted in the Project Application for the Award.

8.11. The Coordinator is not responsible for any damages or losses that may result from any of the items below:



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- (a) violation of the law, morals and good customs or public order linked to the information provided by the Companies applying for the Award;
- (b) infringement of intellectual and industrial property rights, business secrets, contractual commitments of any kind, honorary rights, personal and family intimacy or the image of people, property rights and any other rights belonging to third parties, in relation to the information provided by the Companies applying for the Award;
- (c) carrying out acts of unfair competition and illicit advertising, as a consequence of the transmission, diffusion, storage, provision, receiving, obtaining or access to the information provided by the candidate Companies;
- (d) lack of veracity, accuracy, completeness, relevance and/or timeliness of the information provided by the candidate Companies;
- (e) non-performance, delay in performance, defective performance for any reason of the obligations entered into by third parties in contracts entered into by the Coordinator with third parties related to providing the winner with the Award;
- (f) vices and defects of any and all nature of the products and services contracted by the Coordinator and offered as part of the Award given to the winner; and
- (g) for events of unforeseeable circumstances or force majeure that affect or prevent the Award from taking place or the winner to be granted the Award.

8.12. Candidate Companies declare they are aware that a false declaration of information may constitute a crime of ideological falsehood, as provided for in article 299 of the Brazilian Penal Code.

8.13. The District Forum of the Capital of the State of Rio de Janeiro is hereby elected to settle any issues arising from the Award.



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ANNEX I:

– DECLARATION –

We declare to the 2019 Shell Safety Leadership Award coordinators, on behalf of the company [insert full qualification of the company, with full name, CNPJ number and address], that during the period from June 2018 to the time of application, there will be no work accidents that result in death or total incapacitation among the workers of our company (parent company or production unit).

[insert city, date, complete name of the company, name of the person responsible for the declaration and a signature]



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ANNEX II:

– DECLARATION –

We declare to the 2019 Shell Safety Leadership Award coordinators that the company [insert full company qualification, full name, CNPJ number and address] (i) is aware of and complies with the laws applicable to its activities, including, but not limited to, the Anti-corruption Law, as defined in its agreement with Shell Brasil Petróleo Ltda.;(ii) maintained and still maintains written policies and procedures in effect aimed at complying with anti-corruption legislation or, alternatively, became aware of the Shell General Business Principles and the Shell Code of Conduct (www.shell.com/about-us/our-values), undertakes to adhere to them; and (iii) reinforces its faithful compliance with all commitments related to compliance with anti-bribery, anti-corruption and anti-money laundering laws assumed in its contract with Shell Brasil Petróleo Ltda.

[insert city, date, complete name of the company, name of the person responsible for the declaration and a signature]
