



CoOper8

EqHub

Special terms

Content

1	Definitions and Abbreviations	2
2	Service Description	3
3	Access management	3
4	Support	3
5	Service level	3
6	Pricing model	3
7	Data management	4
8	Processing of personal data	5
9	Security	5
10	Termination	5
11	CoOper8’s additional obligations	5
12	User organisation’s additional obligations	5
13	Additional provisions	5

1 Definitions and Abbreviations

In addition to definitions and abbreviations in the General terms section 1, the following shall apply to the Agreement with regards to the Services covered by these Special terms:

Term	Definition
Company Super user	A person from a given User organisation with extended privileges and duties related to the service. For details refer to section 12.
Contractor	A company providing one or more services related to Engineering, Production, Construction and Installation.
Brand	A type of product manufactured by a particular company under a particular name, or brand.
SPIR	Spare Part Interchangeability Record process
Supplier	A company providing product/project specific information into the Service. Examples of such companies are manufacturers, distributors, package suppliers, agents and manufacturers.
Operator	Company operating industry assets or installations that require maintenance. Operators are in this case defined as the top of supply chain, setting requirements for suppliers and contractors
Tag	A unique identifier assigned to a specific piece of equipment, system, or instrument to ensure unambiguous identification throughout its lifecycle, including design, procurement, installation, operation, maintenance, and decommissioning
Package	A defined and self-contained set of equipment, systems, and associated documentation delivered as a single functional unit, typically supplied by one vendor and designed to perform a specific process or operational function.
Asset Owner	An organization that holds legal ownership of an asset and is responsible for its value, performance, and long-term management.
Asset Operator	An organization responsible for the day-to-day operation, maintenance, and safe performance of an asset.
Verifiers	People who have right to approve or reject information in EqHub according to regulations and used standards.
Verification	Approval process of delivered Equipment data and documentation in the EqHub solution.
Project Arena	Area in the EqHub software solution where project information like SPIR, Tag, Package is available for users with access right.

2 Service Description

CoOper8 EqHub (hereafter called "Service") is a common data sharing platform for sharing technical standard information between Operators, Contractors and Suppliers on industry level based on approved standards and requirements.

The Service also supports defining and sharing of project-specific information such as tags, packages and SPIRs that can be shared between Operators, Contractors and Suppliers associated with shared project(s). Any project-specific information, or subsets thereof, is only accessible to those with a delegated role and responsibility in the context of such information.

For more detailed descriptions of the service see www.eqhub.no

3 Access management

Terms as stated in General terms section 4 – “Access to Services” applies with following additions:

- User administration and access provisioning is managed by Company Super user or by EqHub service desk.
- Access to EqHub will be given based on individual and company roles.
- General read access will be given for most users. Write access will in general be given to manufacturer/suppliers and vendors.
- Companies can have a super user who manages general access for people in own companies.
- Any other admin, verification or other access rights will be given by CoOper8 support or service management upon request.

General Access to EqHub means access to Equipment data and documentation as reader or writer. Access to other features in EqHub such as:

- Verification
- Projects area including SPIR features

will be given upon request from individual user companies, and access will be given by EqHub Support or Service Management.

*) Project area includes SPIR module and SPIR process tools.

4 Support

Support contact info is available on www.eqhub.no

5 Service level

Terms as stated in General terms section 6 – “Service Level” apply.

6 Pricing model

Pricing for use of EqHub is defined in the “CoOper8 price model” document.

General statement is that there is no fee for Suppliers using EqHub as part of their deliveries to asset owners and asset operators, where asset owners and asset operators requires use of EqHub for documentation of installed equipment.

7 Data management

7.1.1 Data governance

CoOper8 will facilitate overall data governance of all data in the Service. This includes but is not limited to ensuring that the overall data quality in the Service is aligned with recognized and relevant standards.

7.1.2 Data sources

Suppliers

Provides product specific information into the Service related to own products and Brands.

Other data suppliers

The service uses various sources for enrichment of information, including but not limited to:

- GS1 (for Global Trade Item Number and UNSPSC data)
- MagnetJQS (Company information)
- Standard Norge (Norsok standards)
- POSC Caesar
- CFIHOS
- Other relevant data suppliers

7.1.3 Data sharing principles

As a basic principle,

- All information populated into the Service, regardless of source, is available for all Asset owners and Asset Operators.
- Suppliers and Contractors may restrict access to own documents not intended to be available to all User organizations.
- Suppliers have access limited to own data but may be granted access to other data based on access granted by either other Suppliers, Contractors or CoOper8.

7.1.4 Data quality verification

Added Equipment information and documentation will be quality checked and verified by approved Verifiers serviced or managed by CoOper8.

7.1.5 Project specific data

For project-specific information (e.g. tags, packages, SPIRs), the responsibility for data quality lies primarily between project participants according to their delegated roles and/or responsibilities.

7.1.6 Deletion of information

As a general principle, it shall not be possible to delete any information published in the Service. However, if required, information may be deleted by CoOper8

8 Processing of personal data

Terms in the General terms section 8 – “Processing of personal data” applies.

The Service Privacy Policy is available at www.cooper8.no/privacy-terms.

9 Security

Terms as stated in General terms section 9 – "Security" applies with following additions:

- None

10 Termination

Terms in the General terms section 11 – “Termination” applies with following additions:

- Data will not be deleted for legal compliance.

11 CoOper8’s additional obligations

Terms in the General terms section 16 – “CoOper8’s general obligations” applies with following additions:

- None

12 User organisation’s additional obligations

Terms in the General terms section 17 – “User organisation’s general obligations” applies with following additions:

- All information in the Service may be subject to 3rd party verification on behalf of CoOper8 and the industry. However as stated in General terms article 17.4, the main responsibility of the correctness of the information is on the party uploading data to the Service.
- The User organisation acknowledges that information extracted by the User organisation, either via user interface or supported APIs, may only be used for fulfilling the purpose of the Service.

13 Additional provisions

- None