



Special Terms

for use of the CoOper8 Digital Service
EqHub



SPECIAL TERMS FOR USE OF THE CoOper8 DIGITAL SERVICE EqHub

These Special Terms form part of the Agreement between CoOper8 AS ("**CoOper8**") and the **Customer** and set out the service-specific terms and conditions applicable to the Customer's subscription to the CoOper8 Digital Service EqHub. They supplement and must be read together with:

- (a) the Customer Agreement.
- (b) the General Terms for use of CoOper8 Digital Services.
- (c) the Privacy Policy; and
- (d) the Service Level Agreement.

Capitalised terms used but not defined in these Special Terms shall have the meanings given to them in the General Terms, found at www.cooper8.no. In the event of any conflict between these Special Terms and the General Terms, these Special Terms shall prevail in respect of the Digital Service.

1. Definitions and Abbreviations

In addition to definitions and abbreviations in the General Terms Section 1 (Definitions and Abbreviations), the following shall apply to the Agreement with regards to the Digital Service covered by these Special Terms:

Term	Definition
Asset Operator	An organisation responsible for the day-to-day operation, maintenance, and safe performance of an asset.
Asset Owner	An organisation that holds legal ownership of an asset and is responsible for its value, performance, and long-term management.
Brand	A type of product manufactured by a particular company under a particular name or brand.
Company Super User	A person from a given Customer with extended privileges and duties related to the Digital Service. For details refer to section 11.
Contractor	A company providing one or more services related to Engineering, Production, Construction and Installation.
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.
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.
Project Arena	Area in the EqHub software solution where project information like SPIR, Tag, Package is available for users with access right.
SPIR	Spare Part Interchangeability Record process
Supplier	A company providing product/project specific information into the



	Digital Service. Examples of such companies are manufacturers, distributors, package suppliers, agents and manufacturers.
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
Verification	The approval process of delivered equipment data and documentation in EqHub.

2. Digital Service Description

The Digital Service CoOper8 EqHub 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 Digital 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. More information about the Digital Service is available at [EqHub – CoOper8](#).

3. Access Management

Terms as stated in the General Terms Section 4 (Access to Digital Services), apply 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 Customers, and access will be given by EqHub Support or Service Management. Project area includes SPIR module and SPIR process tools.

4. Support

Support contact information is available at [EqHub – CoOper8](#).

5. Service Level

The Service Level Agreement found at www.cooper8.no applies to the Digital Service.



6. Data Management

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

Data sources. Suppliers provide product specific information into the Digital Service related to own products and Brands.

Other data suppliers. The Digital Service uses various sources for enrichment of information, including but not limited to:

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

Data sharing principles.

- a) All information populated into the Digital Service, regardless of source, is available for all Asset Owners and Asset Operators.
- b) Suppliers and Contractors may restrict access to own documents not intended to be available to all Customers.
- c) 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.

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

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.

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

7. Processing of Personal Data

The provisions of Sections 9 (Processing of Personal Data) and 10 (Data Processing Agreement) of the General Terms apply to the Digital Service.

The Privacy Policy, setting out further detail on how personal data is processed in connection with the Digital Service, is available at www.cooper8.no.

8. Security

The provisions of Section 11 (Security) of the General Terms apply to the Digital Service.



9. Termination

The provisions of Section 13 (Termination) of the General Terms apply to the Digital Service. The following additional terms shall also apply:

Data will not be deleted due to legal compliance as deletion would compromise the integrity of required historical records.

10. CoOper8's Additional Obligations

Terms in the General Terms Section 7 (CoOper8's General Obligations) apply with no additions.

11. Customer's Additional Obligations

Terms in the General Terms section 8 (Customer's General Obligations) apply with following additions:

Company Super User: Each Customer shall appoint at least one Company Super User unless otherwise is agreed in the Customer Agreement. The Company Super User(s) will be the main contact towards CoOper8 regarding the Customers use of the Digital Service.

Data quality responsibility. All information in the Digital Service may be subject to 3rd party verification on behalf of CoOper8 and the industry. However, the main responsibility of the correctness of the information is on the party uploading data to the Digital Service.

Permitted use of extracted information. The Customer acknowledges that information extracted by the Customer, either via user interface or supported APIs, may only be used for fulfilling the purpose of the Digital Service.

12. Additional Provisions

Beyond the terms and conditions set out in these Special Terms and the General Terms, no additional provisions apply specifically to the Digital Service.