

## PURCHASE ORDER TERMS AND CONDITIONS

### 1. SUPPLY OF GOODS AND/OR SERVICES

- 1.1 In consideration of payment of the Price by the Company, the Contractor must supply the Goods and/or provide the Services to the Company in accordance with, and as specified in, this Purchase Order (which includes these Purchase Order Terms and Conditions).
- 1.2 To the extent permitted by Law and to the extent the Contractor's terms and conditions are supplied to the Company in respect of the Goods or Services (including as printed on consignment notes or other documents), those terms and conditions will be of no legal effect and will not constitute part of this Purchase Order (even if any representative of the Company signs those terms and conditions or annexes the terms and conditions to this Purchase Order).
- 1.3 Where this Purchase Order relates to Goods and/or Services the subject of a contract between the Contractor and the Company, the terms of that contract apply to the extent of any inconsistency with these Purchase Order Terms and Conditions.
- 1.4 The Contractor agrees this Purchase Order does not prevent the Company from entering into arrangements or agreements with third parties for the purchase of any services similar to the Goods or Services.
- 1.5 The Contractor and the Company acknowledge that the health and safety of all persons affected by the performance of the Purchase Order is at all times the paramount consideration in the undertaking and completion of the Services or supply of the Goods.
- 1.6 The Contractor must, in supplying the Goods or performing the Services:
  - (a) not interfere with the Company's activities or the activities of any other person at the Delivery Point or the Site;
  - (b) be aware of and comply with, and ensure that the Contractor's Personnel are aware of and comply with:
    - (i) all applicable Laws;
    - (ii) all Site Standards and Procedures, to the extent that these documents are applicable to the supply of the Goods or the performance of the Services by the Contractor; and
    - (iii) all lawful directions and orders given by the Company's representative or any person authorised by Law or the Site Standards and Procedures to give directions to the Contractor;
  - (c) ensure that the Contractor's Personnel entering the Site perform the Services or deliver the Goods in a safe manner and in a way that does not prejudice safe working practices, safety and care of property and continuity of work at the Site;
  - (d) provide all such information and assistance as the Company reasonably requires in connection with any statutory or internal health and safety, environment or community investigation in connection with this Purchase Order, the supply of the Goods or the performance of the Services;
  - (e) obtain, at the Contractor's expense, any necessary licences, permits, qualifications, registrations and other statutory requirements necessary for the performance of its obligations under this Purchase Order;

- (f) leave the Company's premises secure, clean, orderly and fit for immediate use having regard to the condition of the Company's premises immediately prior to the performance of Services; and
- (g) on request by the Company, provide to the Company and its Personnel any information and assistance required to identify, evaluate, implement and report on any matter required by Law in respect of anything used, produced or created in connection with the performance of the Contractor's obligations under this Purchase Order.

## **2. DELIVERY AND TIME FOR PERFORMANCE**

2.1 The Contractor must:

- (a) deliver the Goods (and copies of all relevant instruction manuals relating to the Goods) to the Delivery Point by the Delivery Date;
- (b) provide the Company with 48 hours prior notice of the time the Goods will be delivered to the Delivery Point; and
- (c) mark each package with the Purchase Order number, item number, Delivery Point, contents, quantity, date and method of dispatch and weight of each package.

2.2 The Contractor must commence performance of the Services on the date of this Purchase Order and perform the Services by the date specified in the Purchase Order.

2.3 The Contractor acknowledges and agrees that time is of the essence for the delivery of the Goods and the performance of the Services.

## **3. TITLE AND RISK**

3.1 Title to the Goods will pass from the Contractor to the Company on the earlier of delivery to the Delivery Point or when the Company pays for those Goods.

3.2 The Company bears all risk in the Goods when the Company takes delivery of those Goods at the Delivery Point, provided however that the Contractor will be responsible for its acts and omissions.

3.3 The Contractor warrants that the Company will be entitled to free and clear legal and beneficial title to and free and quiet possession of the Goods at the time title passes in accordance with clause 3.1.

## **4. PRICE**

4.1 In consideration of the due and proper performance of this Purchase Order by the Contractor, the Company will pay to the Contractor the Price.

4.2 Unless this Purchase Order expressly provides otherwise, the Price is:

- (a) inclusive of all charges including insurance, premiums and costs, leave entitlements, freight, packaging, packing and delivery costs and Taxes;
- (b) inclusive of the cost of any miscellaneous services of a kind which are commonly provided with the supply of goods of the same or a similar nature to the Goods and any miscellaneous items of a kind which are commonly used or supplied in conjunction with goods of the same or a similar nature to the Goods; and
- (c) not subject to rise and fall, escalation or review.

## 5. INVOICING AND PAYMENT

5.1 On delivery of the Goods and/or completion of the Services, the Contractor must provide to the Company:

- (a) where the Parties have agreed to recipient created tax invoices, a Contractor Reference Document; or
- (b) if the Company directs, an Invoice which meets all the requirements of a valid invoice for Consumption Tax purposes in a relevant jurisdiction,

which must comply with clause 5.2.

5.2 A Contractor Reference Document or any Invoice provided by the Contractor must:

- (a) be provided using an electronic invoicing system if the Company directs;
- (b) refer to the Purchase Order including the line item numbers on the Purchase Order and the Purchase Order number (if any);
- (c) include a detailed description of the delivered Goods or Services completed, including the date of delivery in respect of which the Contractor Reference Document or Invoice relates and the relevant quantity;
- (d) include an individual reference number for the Company to quote with remittance of payment;
- (e) detail the Price relating to the relevant Goods and Services, broken down to reflect the same Price components on the relevant Purchase Order;
- (f) set out the amount of any applicable Consumption Tax;
- (g) state the Company operation and Site; and
- (h) state the Company contact name.

5.3 The provision of a Contractor Reference Document or Invoice that complies with the requirements of clause 5.2 is a precondition to the Contractor's right to payment for the Goods or Services which are the subject of a Contractor Reference Document or Invoice.

5.4 If any Contractor Reference Document or Invoice does not contain the information required by clause 5.2 the Company may at its option complete any missing information or return it to the Contractor, in which case the Contractor must submit a replacement compliant Contractor Reference Document or compliant Invoice.

5.5 If the Company requests, the Contractor must provide the Company with all relevant records to calculate and verify the amount set out in any Contractor Reference Document or any Invoice.

5.6 Subject to clause 5.7 and clause 5.8, the Company must pay all Invoices in the payment run that occurs immediately following the expiry of 60 days after:

- (a) the date on which the relevant Invoice is generated (in the case of a recipient created tax invoice); or
- (b) the date on which the relevant Invoice is received from the Contractor (in all other cases),

except where the Company is required by Law to pay within a shorter time frame, in which case the Company must pay within that time frame.

5.7 If the Company disputes any Invoice or Contractor Reference Document:

- (a) to the extent permitted by Law, the Company may withhold payment of the disputed part of the relevant Invoice or Contractor Reference Document pending resolution of the dispute; and
- (b) if the resolution of the dispute determines that the Company must pay an amount to the Contractor, the Company must pay that amount upon resolution of the dispute.

5.8 The Company may reduce any payment due to the Contractor under this Purchase Order by any amount which the Contractor must pay the Company, including costs, charges, damages and expenses and any debts owed by the Contractor to the Company in relation to or in connection with this Purchase Order or the Goods or Services. This does not limit the Company's right to recover those amounts in other ways.

5.9 Any money payable under this Purchase Order is to be paid by electronic funds transfer to the Contractor's nominated bank account or by such other means as the Parties agree.

5.10 A payment made pursuant to this Purchase Order will not be taken or construed as proof or admission that the Goods delivered or Services completed, or any part of the Goods delivered or Services completed, were to the satisfaction of the Company but will only be taken to be payment on account.

## 6. TAXES

6.1 Except where otherwise provided by Law, the Contractor must pay all Taxes to the relevant Authority. If the Contractor pays any Taxes on behalf of the Company, the Contractor must provide the Company with documentary evidence of the payment of those Taxes.

6.2 Where the Company believes it is required by Law to withhold or deduct any Withholding Amount from any payment due to the Contractor, the Contractor:

- (a) authorises the Company to withhold or deduct the Withholding Amount; and
- (b) acknowledges and agrees that when the Company pays the Withholding Amount to the relevant Authority, the Company is deemed to have paid an amount equal to the Withholding Amount to the Contractor. For the avoidance of doubt, the Company shall not be under any obligations to make payments of additional amounts (or "gross up") in respect of tax it has withheld or deducted from any payment to the Contractor,

and when the Company withholds or deducts that amount from any payment due to the Contractor, the Company must give the Contractor written notice of the Withholding Amount.

6.3 Where a relevant Authority requires the Company to pay to it a Withholding Amount that exceeds the amount that was withheld or deducted under clause 6.2, the Company may provide the Contractor with proof from the relevant Authority that payment is required, request the Contractor to pay and the Contractor:

- (a) must pay the excess amount to the Company; and
- (b) acknowledges and agrees that when the Company pays the Withholding Amount referred to in clause 6.3(a) to the relevant Authority, the Company is deemed to have paid an amount equal to the Withholding Amount to the Contractor. For the avoidance of doubt, the Company shall not be under any obligations to make payments of additional amounts (or "gross up") in respect of tax it has withheld or

deducted from any payment to the Contractor or an amount referred to in this clause 6.3(b),

and if the Company withholds or deducts that amount from any payment due to the Contractor, the Company must give the Contractor written notice of the Withholding Amount.

6.4 If any Goods are to be imported into the Jurisdiction:

- (a) if a Tariff Concession is available to the Company, the Contractor must supply all documentation and do all that is reasonably necessary to assist the Company to obtain the Tariff Concession in respect of those Goods;
- (b) if a Tariff Concession is available to the Contractor, the Contractor must take all reasonable steps to obtain the Tariff Concession in respect of those Goods; and
- (c) the Company will be entitled to the sole and full benefit of any Tariff Concession granted in respect of those Goods under clause 6.4(a) or (b).

6.5 All amounts, consideration, supplies and transactions referred to in, or made under or in connection with, this Purchase Order are exclusive of Consumption Tax, unless expressly indicated otherwise.

6.6 The Consumption Tax treatment of a taxable supply or taxable transaction made by a Party (**the supplier**) to another Party (**the recipient**) under or in connection with this Purchase Order will be determined pursuant to the Consumption Tax Laws applicable in the jurisdiction where the taxable supply or taxable transaction for Consumption Tax purposes is deemed to take place. If Consumption Tax is payable by the supplier, the recipient will pay to the supplier an amount equal to the Consumption Tax at the rate applicable from time to time provided that such amount will only be required to be paid:

- (a) once the supplier provides the recipient with a valid Invoice (or if applicable, upon the creation of a valid recipient created tax invoice) for Consumption Tax (applicable in the jurisdiction) in relation to that amount; and
- (b) if the Company is the recipient, where the Company is entitled to claim a refund or credit for that amount under the applicable Consumption Tax Law.

6.7 In circumstances where an adjustment is required under the applicable Consumption Tax Law, the Party which issued the Invoice or the recipient created tax invoice (as the case may be) must promptly create an adjustment note for any overpayment or underpayment of Consumption Tax and, where applicable, the supplier must apply to the relevant Authority for a refund of any overpayment by the supplier of Consumption Tax. The supplier must refund to the recipient any such overpayment. The recipient must pay the supplier an amount equal to any underpayment of Consumption Tax.

6.8 If:

- (a) a payment to satisfy a claim under or in connection with this Purchase Order (for example, under an indemnity) gives rise to a liability to pay Consumption Tax then the payer must pay, and indemnify the payee on demand against, the amount of that Consumption Tax (subject to the issue of a valid tax invoice by the supplier to the recipient or creation of a valid recipient created tax invoice by the recipient, as the case may be, or documentation analogous thereto required under the applicable Consumption Tax Law); and
- (b) a Party has such a claim for a cost or expense on which that Party must pay or has paid an amount on account of Consumption Tax, then the claim is for the cost inclusive of Consumption Tax (except any Consumption Tax for which that Party, or its representative member if the Party is a member of a Consumption Tax group, can claim a refund or credit).

- 6.9 If there is any purchase or receipt of either or both goods or services made under, or in connection with, this Purchase Order in a State of the United States of America, then the above clauses 6.6, 6.7 and 6.8 will not apply in respect of such and the following replacement clause will apply instead:

“As allowed by law, Contractor may collect Consumption Taxes imposed by law on Company’s payment of the Price, provided Contractor includes a charge for such Consumption Taxes as a line item on the related invoice. Contractor shall not collect Consumption Taxes to the extent Company provides documentation that the payment is for Goods or Services that are not subject to Consumption Taxes or that it is entitled to an exemption. The Parties shall cooperate in minimizing Consumption Taxes under this Purchase Order. Contractor agrees to remit and report Consumption Taxes collected from Company to the appropriate Authority. Contractor shall be solely responsible for all penalty, interest, and additions to tax resulting from its failure to properly and timely collect and remit Consumption Taxes and shall indemnify and hold Company harmless for any such penalty, interest, and additions to tax imposed on Company.”

## **7. CONDITIONS AS TO QUALITY OF THE GOODS AND THE SERVICES**

- 7.1 The Contractor must ensure that:

- (a) the Goods and Services supplied by the Contractor match the description of the Goods and Services in this Purchase Order;
- (b) if the Contractor gave the Company a sample of the Goods before the Company issued this Purchase Order, the Goods correspond with the sample;
- (c) if the Contractor provided the Company with a demonstration of the Services before the Company issued this Purchase Order, the Services correspond in nature and quality with the services demonstrated;
- (d) if the Contractor showed the Company a result achieved by the Services before the Company issued this Purchase Order, the Services correspond in nature and quality with the services that achieved that result;
- (e) the Services are performed with the professional skill, care and diligence expected of a skilled and experienced professional contractor;
- (f) the Goods and Services are fit for the purposes set out in, or which an experienced professional contractor would reasonably infer from, this Purchase Order;
- (g) the Goods are new and of merchantable quality;
- (h) the Goods and Services are free of Defects;
- (i) to the extent that the Services are design Services, the works being designed will be fit for their intended purpose as described in this Purchase Order;
- (j) any items which the Contractor uses or supplies in conjunction with the Services are of merchantable quality and comply with any standards specified in this Purchase Order and are fit for their usual purpose and any purpose described in this Purchase Order; and
- (k) the Company has the full benefit of any manufacturer’s warranties that may be applicable to the Goods (and the Contractor must pursue any manufacturer’s warranties on the Company’s behalf if the Company so requests).

## 8. DEFECTS

- 8.1 The Contractor must promptly rectify all Defects in the Goods or Services at its cost until the end of the Defects Correction Period.
- 8.2 If, at any time prior to the expiry of the Defects Correction Period, the Company finds any Defect in the Goods or Services, the Company may give the Contractor written notice of the Defect and require the Contractor to rectify the Defect within a reasonable period stated in the notice. However, if, in the Company's view, the relevant Defect creates a circumstance or condition that is Unsafe and which requires prompt rectification, then the Company is not obliged to give the Contractor an opportunity to make good the Defect before the Company rectifies, or engages others to rectify, the Defect at the Contractor's risk, and all reasonable costs and expenses incurred by the Company will be a debt due and payable from the Contractor to the Company.
- 8.3 The Contractor must, at its cost, promptly rectify the Defect notified by the Company pursuant to clause 8.2 in the time and manner specified by the Company (and if no time or manner is specified, then within a reasonable time and manner) and to the satisfaction of the Company.
- 8.4 If the Contractor does not rectify the Defect in accordance with clause 8.3, the Company or the Company's representative may:
- (a) reject the Goods with the Defect and return them to the Contractor, in which case the Contractor must replace the Goods at its cost and reimburse the Company for all costs and expenses the Company incurs as a result of the Defect;
  - (b) reject the Services with the Defect, in which case the Contractor must re-perform the Services free of charge; or
  - (c) rectify or engage another contractor to rectify the Defect at the Contractor's risk, and all reasonable costs and expenses incurred by the Company will be a debt due and payable from the Contractor to the Company.
- 8.5 If the Contractor does not replace the Goods pursuant to clause 8.4(a) or re-perform the Services pursuant to clause 8.4(b) and the Company has:
- (a) paid the Contractor for the Goods or Services with the Defect, the Contractor must repay the Company the Price for those Goods or Services rejected under clause 8.4(a) and 8.4(b); or
  - (b) not paid the Contractor for the Goods or Services with the Defect, the Company is not liable to pay the Contractor for those Goods or Services rejected under clause 8.4(a) and 8.4(b).
- 8.6 Where the Contractor has made good any Defect under this clause, those Goods or Services will be subject to a Defects Correction Period commencing on the date the Contractor rectified the Defect.
- 8.7 The Contractor will not be liable for any Defect caused by the negligence of the Company or the Company's Personnel.
- 8.8 The Company's rights under this clause 8 do not in any way affect:
- (a) the Contractor's obligations under this Purchase Order; or
  - (b) any of the Company's other rights under this Purchase Order or at Law, including the right to claim for any damage or loss it may suffer because of the Contractor's failure to fulfil any of its obligations under this Purchase Order.

## **9. ACCEPTANCE AND CHANGE OF A PURCHASE ORDER**

- 9.1 The Contractor may request changes to this Purchase Order, by written notice to the Company contact specified in this Purchase Order, in response to which the Company may issue a changed Purchase Order. If the Company is unable to accept the requested changes, the Company will cancel this Purchase Order.

## **10. ENDING THIS PURCHASE ORDER**

- 10.1 The Company may, in its absolute discretion and for any reason whatsoever, and without being obliged to give any reasons, end this Purchase Order at any time by giving written notice to the Contractor.
- 10.2 The Company may immediately end this Purchase Order by notice in writing to the Contractor:
- (a) if the Contractor does not carry out (in whole or in part) a material obligation at the time and in the manner required under this Purchase Order and either:
    - (i) the Company, acting reasonably, does not believe the breach of the material obligation is capable of remedy; or
    - (ii) the Company has provided a notice of default and the Contractor fails to remedy that default within the time specified in the notice of default; or
  - (b) if the Contractor is insolvent.
- 10.3 The Contractor may immediately end this Purchase Order by notice in writing to the Company:
- (a) if the Company fails to make a payment due to the Contractor under the Purchase Order and in respect of which there is no bona fide dispute as to the Company's liability to make the payment and the Contractor has provided a notice of default and the Company fails to remedy the non-payment within the time specified in the notice of default; or
  - (b) if the Company is insolvent.
- 10.4 If the Company terminates this Purchase Order under clause 10.1 or the Contractor terminates this Purchase Order under clause 10.3, the Company may engage other persons to perform the Services or supply the Goods or both, and must, as the Contractor's sole and exclusive remedy in respect of the Company terminating this Purchase Order:
- (a) in respect of any Services, subject to clause 5, pay the Contractor:
    - (i) for the Services performed prior to the date of termination (and not yet paid); and
    - (ii) the relevant portion of the Purchase Order Price allocated for demobilisation; and
  - (b) in respect of any Goods:
    - (i) subject to clause 5, pay the Contractor the Price for the Goods delivered to the Delivery Point prior to the date of termination and not yet paid; and
    - (ii) if the Contractor has shipped any Goods before the termination but the Goods have not been delivered to the Delivery Point at the time of termination, the Company must either:



- (A) subject to clause 5, accept those Goods when delivered to the Delivery Point, and pay the Purchase Order Price for them; or
- (B) return the Goods to the Contractor at the Company's expense.

- 10.5 If the Company terminates this Purchase Order pursuant to clause 10.2, then the Company is entitled to recover from the Contractor any costs, losses, damages and liabilities incurred or suffered by it or its Related Entities as a result of, or arising out of, or in any way in connection with, the termination or any preceding breach.
- 10.6 Except as set out in this clause 10, the Contractor will not be entitled to make, and the Company will not be liable for, any further claim, including for any loss caused by the termination of the Purchase Order.

## **11. CONFIDENTIAL INFORMATION**

- 11.1 The Contractor must not advertise or issue any information, publication, document or article (including photographs or film) for publication or media releases or other publicity relating to the Goods, Services, this Purchase Order or the Company's Confidential Information without the prior written approval of the Company.
- 11.2 The Contractor must not, and must ensure that the Contractor's Personnel do not, without the prior written approval of the Company:
- (a) use Confidential Information other than as necessary for the purposes of fulfilling the Contractor's obligations under this Purchase Order; or
  - (b) disclose the Confidential Information, other than:
    - (i) to the Contractor's Personnel who need the information to enable the Contractor to perform this Purchase Order;
    - (ii) to the Contractor's legal advisors, accountants or auditors; or
    - (iii) where disclosure is required by Law (including disclosure to any stock exchange).
- 11.3 The Contractor must, within 10 Business Days (or any other period agreed in writing by the Parties) after a direction by the Company to do so, return or destroy all Confidential Information in the Contractor's possession, custody or control.
- 11.4 Where the Contractor is a natural person, nothing in this clause prohibits, or requires approval for, the reporting of violations of Law to a governmental entity where permitted by applicable Laws. This provision is not intended to waive any applicable legal privilege or to affect the Parties' rights and obligations under clause 13.
- 11.5 The rights and obligations under this clause 11 continue after the termination of this Purchase Order.

## **12. PRIVACY**

- 12.1 Where the Contractor Processes Personal Information in connection with this Purchase Order, the Contractor will:
- (a) comply with all applicable Data Privacy Laws; and
  - (b) take all appropriate technical and organisational measures against unauthorised or unlawful Processing of Personal Information and against accidental loss, disclosure or destruction of, or damage to, Personal Information.

### **13. INTELLECTUAL PROPERTY**

- 13.1 Subject to the terms and conditions of this clause 13, the Contractor's Background IP remains vested in the Contractor and the Company's Background IP and all Intellectual Property Rights in the Company's Technical Material remains vested in the Company.
- 13.2 The Contractor:
- (a) grants the Company a worldwide, non-exclusive, perpetual, royalty-free, irrevocable, transferable licence to use the Contractor's Background IP (including the right to assign and sub-license the Contractor's Background IP), to the extent necessary to use the Goods and/or Services and the Project IP; and
  - (b) assigns to the Company all Project IP upon the creation of that Project IP.
- 13.3 The Company grants the Contractor a non-exclusive, royalty-free, revocable, non-transferable licence to use the Project IP and the Company's Background IP to the extent required to perform the Contractor's obligations under this Purchase Order.
- 13.4 A reference to 'use' in the context of a licence of Intellectual Property from one Party to the other is a reference to 'use, copy, adapt, modify, exercise, test, install, operate, maintain, manage, support and repair' within the scope of the licence which is granted.

### **14. LIABILITY**

- 14.1 To the extent permitted by Law, the Company's liability to the Contractor arising out of or in connection with this Purchase Order is limited to the total Price paid or payable by the Company under this Purchase Order.

### **15. ASSIGNMENT AND SUBCONTRACTING**

- 15.1 The rights under this Purchase Order are personal to the Contractor and the Contractor cannot assign, transfer, charge or otherwise dispose of (including by way of declaration of trust) any of its rights, interests or obligations in respect of this Purchase Order without the prior written consent of the Company (which consent must not be unreasonably withheld).
- 15.2 The Company may assign its rights or delegate any obligation in respect of this Purchase Order or novate the Purchase Order to a Related Entity or a party financially capable of meeting its obligations, and the Contractor irrevocably consents to such assignment, delegation or novation. If required by the Company, the Contractor must enter into any document reasonably required to give effect to the assignment, delegation or novation.
- 15.3 The Contractor must obtain the approval of the Company before appointing a subcontractor to perform any part of its obligations under this Purchase Order. The Contractor is liable to the Company for the acts and omissions of any subcontractor as if they were acts and omissions of the Contractor.
- 15.4 The Contractor must ensure that all subcontracts contain terms that oblige the subcontractor to perform its obligations under the subcontract in a way that ensures that the Contractor complies with its obligations under this Purchase Order.

### **16. BHP BILLITON CODE OF BUSINESS CONDUCT AND ZERO-TOLERANCE REQUIREMENTS**

- 16.1 BHP Billiton has developed a policy entitled "Working with Integrity: Code of Business Conduct".
- 16.2 The Contractor acknowledges that it has access to a copy of the Code of Business Conduct, which can also be found at BHP Billiton's website.

- 16.3 The Contractor is expected to read, understand and adhere to the Code of Business Conduct applicable from time to time. Where an aspect of the Code of Business Conduct mandates a BHP Billiton internal standard, practice or process for the Company and its Related Entities, the Contractor is expected to adopt and adhere to a similar standard, practice or process, as applicable.
- 16.4 The Contractor must, and must ensure that its subcontractors, comply with the Zero-Tolerance Requirements in the supply of Goods.

## **17. ANTI-CORRUPTION OBLIGATIONS**

- 17.1 The Contractor represents, warrants and agrees that neither the Contractor, any of its Related Entities nor their Personnel has authorised, offered, promised or given, or will authorise, offer, promise or give, anything of value (including a facilitation payment) to:
- (a) any Government Official, in order to influence or reward official action relating to either, or both, the Company or this Purchase Order;
  - (b) any person (whether or not a Government Official) to influence that person to act in breach of a duty of good faith, impartiality or trust ("acting improperly") in relation to either, or both, the Company or this Purchase Order, to reward the person for acting improperly or in circumstances where the recipient would be acting improperly by receiving the thing of value; or
  - (c) any other person while knowing, or while he or she ought reasonably to have known, that all or any portion of the money or other thing of value that was authorised, offered, promised or given or will be authorised, offered, promised or given to:
    - (i) a Government Official in order to influence or reward official action relating to either, or both, the Company or this Purchase Order; or
    - (ii) any person in order to influence or reward such person for acting improperly.
- 17.2 The Contractor will notify the Company promptly, and in any event within 5 Business Days, of any request or demand for any payment, gift or other advantage that violates any Applicable Anti-corruption Laws received by the Contractor, any of its Related Entities or their Personnel in relation to the Company or this Purchase Order.
- 17.3 The Contractor must ensure that neither the Contractor, any of its Related Entities nor their Personnel will receive or agree to accept any payment, gift or other advantage that violates any Applicable Anti-corruption Laws in relation to the Company or this Purchase Order.
- 17.4 Save for any ownership interest in respect of shares listed on a recognised stock exchange, the Contractor represents and warrants that:
- (a) neither the Contractor, any of its Related Entities nor any other entity in which the Contractor has an ownership interest is directly or indirectly owned or controlled, in whole or in part, by any Government Official in a position to take or influence official action for or against the Company; and
  - (b) no officer, director, employee or shareholder of the Contractor is, or currently expects to become, such a Government Official during the term of this Purchase Order.
- 17.5 The Contractor will notify the Company promptly, and in any event within 5 Business Days, upon becoming aware that any officer, director, employee or shareholder becomes, or expects to become, a Government Official in a position to take or influence official action for or against the Company.

- 17.6 The Contractor will implement and at all times maintain appropriate internal controls to ensure that any payments made pursuant to or in connection with the Purchase Order, or transactions which relate to this Purchase Order or the performance of it, are properly, accurately and completely recorded.
- 17.7 If:
- (a) a breach of this clause 17 (other than clause 17.6) occurs or the Company knows or believes, acting reasonably, that such a breach is imminent; or
  - (b) notice is given pursuant to clause 17.5 above,
- then the Company may (without prejudice to any other rights that it might have) exercise its right under clause 10 to end this Purchase Order, in which event, the Company will not be obliged to:
- (c) make any payment (whether under clause 10 or otherwise) to the Contractor in respect of goods, services or other benefits that have been procured through, or are related to, the breach of this clause 17; and
  - (d) reimburse or indemnify the Contractor for any liability or cost connected with the breach of this clause 17.
- 17.8 The Contractor must notify the Company promptly upon becoming aware of any breach, imminent breach or suspected or potential breach of clause 17.1, clause 17.3 or clause 17.4 by the Contractor, the Contractor's Related Entities or their Personnel.

## **18. CONTRACTOR TO MAINTAIN BOOKS AND RECORDS**

- 18.1 The Contractor will keep and maintain accurate and reasonably detailed books and financial records in connection with its performance under, and payments made in connection with, this Purchase Order.
- 18.2 The Contractor will implement and at all times maintain appropriate internal controls to ensure that any payments made pursuant to or in connection with this Purchase Order, or transactions which relate to this Purchase Order or the performance of it, are properly, accurately and completely recorded.
- 18.3 The Contractor will, upon request, permit the Company to audit and examine any books and financial records necessary for the verification of compliance with the Contractor's representations, warranties and undertakings under clause 5, clause 15, clause 16 and clause 17.
- 18.4 The Contractor will provide any information and assistance reasonably required by the Company to enable and facilitate the audit and examination under clause 18.3, including access to the Contractor's Personnel.

## **19. ANTI-COMPETITIVE BEHAVIOUR**

- 19.1 Each Party hereby warrants that, as at the date of this Purchase Order and on each subsequent occasion it performs obligations under this Purchase Order, it has not engaged in any Anti-competitive Behaviour in relation to the potential or actual terms and conditions of this Purchase Order, including the Price.

## **20. TRADE CONTROLS**

- 20.1 Each Party must, in performing this Purchase Order, comply with Applicable Trade Controls Laws.

- 20.2 The Contractor must not, without the Company's prior written consent, provide to the Company any:
- (a) Goods that have been transported by a Sanctioned Party or sourced in whole or in part from a Sanctioned Country or Territory or Sanctioned Party, including but not limited to any Goods grown, produced, manufactured, extracted, or processed in a Sanctioned Country or Territory or by a Sanctioned Party and any Goods that have entered into commerce in a Sanctioned Country or Territory;
  - (b) Services of Sanctioned Country or Territory origin, including but not limited to any Services performed in a Sanctioned Country or Territory and any Services performed outside of a Sanctioned Country or Territory by an entity organised under the laws of a Sanctioned Country or Territory, or a person ordinarily resident in a Sanctioned Country or Territory; or
  - (c) Services that involve a Sanctioned Party in any respect.

20.3 Each Party represents and warrants that it:

- (a) is not organised under the laws of, or located or ordinarily resident in, a Sanctioned Country or Territory;
- (b) is not part of nor owned or controlled by the government of a Sanctioned Country or Territory;
- (c) is not a Sanctioned Party; and
- (d) will not take any actions that cause it to become a Sanctioned Party or otherwise to become sanctioned, restricted, or designated under Applicable Trade Controls Laws during the term of this Purchase Order, but if a Party becomes or expects to become a Sanctioned Party or otherwise sanctioned, restricted, or designated, that Party must notify the other Party as soon as possible.

These representations and warranties continue in effect for the term of this Purchase Order.

- 20.4 On request by the Company, the Contractor must provide to the Company the export control jurisdiction and classification and harmonised tariff/import code of any Goods, software, technology or other items that the Contractor provides to the Company in connection with this Purchase Order.
- 20.5 Nothing in this Purchase Order requires any Party to take any action, or refrain from taking any action, where doing so would be prohibited by or subject to penalty under Applicable Trade Controls Laws.
- 20.6 Either Party may immediately end this Purchase Order by giving written notice to the other Party if that other Party breaches this clause 20 (other than clause 20.4). Despite anything to the contrary in this Purchase Order, including clause 10, if the Company ends this Purchase Order for a breach by the Contractor of this clause 20 (other than clause 20.4), the Company will have no obligation to return any Goods, make any payments, or otherwise provide compensation to the Contractor, unless the Company has received all government authorisations required to do so.

## 21. GENERAL

- 21.1 The Parties waive any right to have this Purchase Order translated from the English language into any other language. If this Purchase Order is subsequently recorded in any other language, the English language version shall prevail to the extent of any inconsistency.

- 21.2 This Purchase Order and any dispute arising out of or in connection with it or its subject matter or formation (including non-contractual disputes) will be governed by, construed and take effect in accordance with the law in force in the Jurisdiction.
- 21.3 The Parties agree that the United Nations Convention on Contracts for the International Sale of Goods (adopted at Vienna on 10 April 1980) does not apply in any respect to this Purchase Order.
- 21.4 The Parties irrevocably agree that the courts located within the Jurisdiction will have non-exclusive jurisdiction to settle any dispute that arises out of or in connection with this Purchase Order or its subject matter or formation (including non-contractual disputes).
- 21.5 To the extent permitted by Law, this Purchase Order constitutes the entire agreement between the Parties.
- 21.6 An amendment to any term of this Purchase Order, or a waiver of any right arising under or in connection with this Purchase Order, must be in writing and signed by the Parties.
- 21.7 Where this Purchase Order relates to Goods or Services the subject of a contract between the Contractor and the Company, the terms of that contract apply to the extent of any inconsistency with the Purchase Order Terms and Conditions.

## 22. DEFINITIONS

- 22.1 In this Purchase Order (unless the context otherwise requires):

**Anti-competitive Behaviour** means any conduct (including entering into, or giving effect to, an agreement or any other form of coordination or cooperation), whether past, present or potential, that is unlawful or otherwise restricted or prohibited under any applicable competition Law.

**Applicable Anti-corruption Laws** means any anti-corruption Laws that are applicable to either the Company, the Contractor or this Purchase Order, including without prejudice to the generality of the foregoing:

- (a) the United States Foreign Corrupt Practices Act;
- (b) the United Kingdom Bribery Act 2010; and
- (c) the Australian Criminal Code 1995 (Cth).

**Applicable Trade Controls Laws** means any sanctions, export control, or import laws, or other regulations, orders, directives, designations, licenses, or decisions relating to the trade of goods, technology, software and services which are imposed, administered or enforced from time to time by Australia, the United States, the United Kingdom, the EU, EU Member States, Switzerland, the United Nations or United Nations Security Council and also includes U.S. anti-boycott laws and regulations.

**Authority** means any national, state, provincial, regional, territorial, local or municipal government, ministry, governmental department, commission, board, bureau, agency, instrumentality, executive, legislative, judicial or administrative body, in each case with jurisdiction.

**Background IP** means any intellectual property owned or licensed by a party which that party makes available, contributes, brings to or uses in connection with this Purchase Order.

**Business Day** means a day that is not a Saturday, Sunday, a public holiday at the Site, nor 27, 28, 29, 30 or 31 December.

**Code of Business Conduct** is the policy developed by BHP Billiton referred to in clause 16.

**Company** means the entity named as such in this Purchase Order.

**Company Group** means the following entities and persons individually and collectively:

- (a) the Company;
- (b) the Company's Related Entities;
- (c) the Company's separate contractors;
- (d) the Company's co-venturers, co-owners, partners, joint venturers, co-lessees, co-working interest owners, farmors, and farmees, and their respective Related Entities; and
- (e) the agents, representatives, directors, officers, assigns, managers, members, shareholders, owners, and employees of all of the foregoing.

**Company's Technical Material** means any Technical Material provided by the Company to the Contractor for the purposes of this Purchase Order or which is copied or derived from Technical Material so provided.

**Confidential Information** means:

- (a) the terms of this Purchase Order;
- (b) all information (in any form) relating to the Company or the Company Group made available to the Contractor at any time in connection with this Purchase Order; and
- (c) any information that concerns the business, operations, finances, plans, Personnel or customers of the Company or the Company Group, which is disclosed to, or acquired by, the Contractor (including any information that is derived from such information),

but does not include information which:

- (d) is or becomes public knowledge other than by a breach of this Purchase Order; or
- (e) has been independently developed by the Contractor without breach of this Purchase Order or acquired by the Contractor from a source which was not subject to a duty of confidentiality to the Company or its Related Entities (but only if, to the Contractor's knowledge, the source is not prohibited from disclosing such Confidential Information to the Contractor).

**Consumption Tax** means value-added tax, goods and services tax or any tax analogous thereto, but excludes any statutory late payment interest or penalties except where the replacement clause applies pursuant to clause 6.9, in which case **Consumption Tax** means value-added tax, goods & services tax, sales tax, use tax, or any tax analogous thereto, but excludes any statutory late payment interest or penalties.

**Contractor** means the person or entity named as such in this Purchase Order.

**Contractor Reference Document** means a delivery document, dispatch note, time sheet, claim form or such other document which evidences the delivery of the Goods or the performance of the Services.

**Data Privacy Laws** means all laws now or in the future relating to data protection, privacy and information security, including all applicable international, regional, federal, or national data protection laws, regulations and regulatory guidance.

**Defect** means any aspect of the Goods or Services not in accordance with this Purchase Order, or any damage, deficiency, fault or inadequacy in design, performance, workmanship, quality or makeup of the Goods or Services.

**Defects Correction Period** means, in respect of Goods, 24 months from the date of delivery of the Goods and in respect of Services, 12 months from the date on which a Service is last performed, as adjusted in accordance with this Purchase Order.

**Delivery Date** means the delivery date specified on the Purchase Order.

**Delivery Point** means the Site, or such other place which is specified in the Purchase Order as the place for delivery of the Goods.

**Goods** means the goods, if any, specified as such in this Purchase Order (including any part of the goods specified).

**Government Official** means any:

- (a) individual who is employed by or acting on behalf of an Authority, government, government-controlled entity, wholly or partially-owned government entity, or public international organisation;
- (b) political party, party official or candidate;
- (c) individual who holds or performs the duties of an appointment, office or position created by custom or convention; or
- (d) individual who holds himself out to be the authorised intermediary of any person specified in paragraphs (a), (b) or (c) above.

**Intellectual Property** means any subject matter, whether tangible or intangible, that attracts, or is susceptible to protection by, Intellectual Property Rights.

**Intellectual Property Rights** means all copyright and analogous rights (including moral rights), all rights in relation to inventions (including patent rights), registered and unregistered trademarks (including service marks), registered designs, confidential information (including trade secrets), know-how, circuit layouts and all other rights throughout the world resulting from intellectual activity in the industrial, scientific or artistic fields. These rights include:

- (a) all rights in all applications to register these rights; and
- (b) all renewals and extensions of these rights.

**Invoice** means an invoice submitted by the Contractor in accordance with clause 5 or a recipient created tax invoice generated by the Company which meets all of the requirements of a valid invoice for Consumption Tax purposes in the Jurisdiction.

**Jurisdiction** means the jurisdiction where the Site is located.

**Law** means:

- (a) all legislation including regulations, bylaws, orders and other subordinate legislation;



- (b) other than in circumstances where the Site is located in a civil law jurisdiction, common law; and
- (c) any licence, permit, consent, authorisation, registration, filing, agreement, notice, notarisation, approval, determination, certificate, ruling, exemption from any Authority or under any Law which must be obtained or satisfied and includes any condition or requirement under the foregoing.

**Party** means the Company or the Contractor, and **Parties** means both of them.

**Personal Information** means information and data which relates to a living individual who can be identified from that information or from that information in combination with other information reasonably likely to come into the possession of the same party, whether the information is recorded in a material form or not.

**Personnel** means directors, officers, employees, agents, contractors and subcontractors, but a reference to the Company's Personnel excludes the Contractor.

**Price** means the price or rates specified as such in this Purchase Order.

**Processing** means, in relation to information or data, collecting, using or disclosing the information or data and any other operation which may be performed upon the information or data, and "**process, processes and processed**" will be interpreted accordingly.

**Project IP** means all intellectual property (present or future) created, discovered or coming into existence as a result of, for the purpose of, or in connection with the performance of this Purchase Order.

**Purchase Order** means a document entitled "Purchase Order" which is issued by the Company to the Contractor to order any Goods and/or Services. A Purchase Order incorporates the Purchase Order Terms and Conditions and any other document which is attached to, or incorporated by reference in, the Purchase Order or Purchase Order Terms and Conditions.

**Purchase Order Terms and Conditions** means these terms and conditions.

**Related Entities** means, in relation to a Party or other entity, a body corporate which is:

- (a) a controlling company;
- (b) a controlled company; or
- (c) a controlled company of a controlling company,

of that Party or other entity and in respect of the Company includes:

- (d) BHP Billiton Plc;
- (e) BHP Billiton Limited;
- (f) any body corporate controlled by BHP Billiton Plc or BHP Billiton Limited;
- (g) any body corporate controlled by BHP Billiton Plc and BHP Billiton Limited taking into account the aggregate percentage interests of their respective direct or indirect shareholdings in that body corporate; or
- (h) any body corporate controlling or controlled by the bodies corporate referred to in paragraphs (d) to (g).

For the purposes of this definition, one body corporate controls another when at the relevant time:

- (i) it owns either directly or indirectly or is otherwise in a position to cast, or control the casting of, not less than 50% of the shares entitled to vote at general meetings of that other body corporate; or
- (j) it controls the composition of a majority of the board of that other body corporate,

and “**controlled**” and “**controlling**” will be construed accordingly.

**Sanctioned Country or Territory** means any country or territory against which comprehensive sanctions are imposed by Australia, the United States, the United Kingdom, the EU, any EU Member States, Switzerland, the United Nations, or any other country with jurisdiction over the activities undertaken in connection with this Purchase Order, and currently includes Cuba, Iran, North Korea, Sudan, Syria, and the Crimea region of Ukraine.

**Sanctioned Party** means:

- (a) any person or entity that is designated for export controls or sanctions restrictions under any Applicable Trade Controls Laws, including but not limited to those designated under the U.S. List of Specially Designated Nationals and Blocked Persons, Foreign Sanctions Evaders List, Entity List, Denied Persons List, Debarred List, Australia's Consolidated List, the UK Consolidated List and the EU Consolidated List of Persons, Groups, and Entities Subject to EU Financial Sanctions; and
- (b) any entity 50% or more owned or controlled, directly or indirectly, by one or more of the foregoing persons or entities.

**Services** means the services, if any, specified as such in this Purchase Order (including any part of the specified services and any ancillary services).

**Site** means the place described as such in this Purchase Order as the place for the use or storage of the Goods by the Company or for the performance of the Services.

**Site Standards and Procedures** means all the Company's standards, policies and procedures that are of general application at the Site in relation to matters concerning safety, health, the environment, industrial relations and personal conduct.

**Tariff Concession** means a tariff, customs, excise or importation concession, or any concession analogous thereto.

**Tax:**

- (a) includes all present or future taxes, fees, levies, duties, imposts, assessment royalties, tariffs, fees and charges imposed or assessed in respect of this Purchase Order by all Authorities including income tax, payroll tax, statutory pension or superannuation contributions and workers' compensation payments and contributions, sales tax, customs duty, excise, and stamp duty, as well as interest, penalties and additions thereto; but,
- (b) does not include Consumption Tax.

**Technical Material** means the models, software (including source code and object code versions), information, design concepts, audio, video, drawings (including "as built" drawings), programmes, schedules, manuals, diagrams, charts, specifications, records, concepts, plans, formulae, designs (including structural, mechanical, electrical and instrumentation designs) in any medium, methods and processes, including all copies of and extracts from them and data stored by any means.

**Withholding Amount** means the amount that the Company is required by Law to withhold or deduct with respect to or which relates to any Tax.

**Zero-Tolerance Requirements** are BHP Billiton's minimum health, safety, environment, community and business conduct requirements for its suppliers, as set out in a schedule to this Purchase Order or as subsequently published by BHP Billiton from time to time and notified to the Contractor.