

### FOB PROCEDURE 1

1. Buyer issues ICPO containing the seller's working procedure and Banking details along with Buyer's nominated TSA Company registration certificate and data page of Buyer's Passport.
2. Seller issues commercial invoice of the product in tanks at the port, Buyer sign and return commercial invoice along with an acceptance letter.
3. Seller issue appointment letter for seller representative to present a fresh SGS Report with A Confidentiality & Non-Circumvent Letter to buyers' logistics for proper verification at the buyers Tank Terminal upon successful SGS verification seller inspect buyers Tank for injections
4. Upon confirmation of successful verification of SGS Report by buyers Tank Farm Company, the seller proceeds to pay the Buyer's Tank Company for 3 days for the injection process, Buyer pays 3 days and only after his Tank Farm Company has received the payment from seller company. Seller Issues NCNDA/IMFPA to intermediaries to sign. Seller issue
  - a) IPA (Injection Programming Agreement)
  - b) Authorization to sell and collect
  - c) commitment to supply
  - d) Statement of availabilities of product
- 5) Upon confirmation of the signed INJECTION PERMISSION AGREEMENT "seller issue to buyers
  - a) Fresh SGS report of less than 24 hours on buyer's company name
  - b) Q & Q Report and Injection Report
  - c) Authorization to verify physically the product in sellers' tank (ATV)
  - d) Tank Storage receipt TSR
- 6) Buyer conducts Dip test on the product in seller Tank and makes the payment for the total value of product via MT103-TT to enable the injection process into their Nominated tanks
- 7) Seller pays all intermediaries involved in the transaction and subsequently monthly shipments continue as per terms and conditions of the sales and purchase agreement contract between buyer and seller.

## FOB PROCEDURE 2

1. Buyer issues an ICPO addressed to the Seller that incorporates the Seller's procedure. The ICPO must include the buyer's company details, banking details, and passport copy.

2. Seller sends a commercial invoice to the buyer indicating the available quantity of the product in the leased tank. The buyer signs and returns the invoice

3. The seller allocates the product to the buyer and provides the buyer with the proof of the product listed below.

3. (a) Product Passport

3. (b) Commitment Letter to Supply

3. (c) ATSC – Authorization to Sell & Collect

4. The buyer issues a BCL via MT-199 or MT-799 bank to bank within 2 days after the seller allocates the product to the buyer and issues the PPOP, for the seller to confirm the buyer's financial ability to make the purchase.

4. (a) Alternatively, and in the event that the buyer fails to issue the BCL within the stipulated time frame, they will affect payment in the amount of USD150,000 via MT103/USDT/BTC, as a Procurement Guarantee (PG) in order to receive, Fresh SGS, Authorization Letter and Access to seller's tank for product Physical inspection, sample collection and dip test. The amount for the (PG) will be deducted from the product total value.

4. (b) The buyer provides the necessary information of their chemist company/inspection team to conduct a physical inspection, sample collection, and dip test. The seller issues an Authorization with Tank Location Coordinates and Terminal access in VOPAK or VTTI, granting the buyer's chemist company/inspection team access to conduct product physical verification and Unconditional dip test for quality and quantity authorization in the seller's leased storage tanks at the port.

5. The following proof of the product document will be provided to the buyer. Upon Successful verification of the product, sample collection, and dip test, SGS, the buyer will reserve the product for scheduling of injection. All intermediaries must sign and endorse the NCNDA/IMFPA. Product Injection report

Fresh SGS report or equivalent not less than 48-72 hours

Port clearance authorization

Product certificate of origin

Authorization to sell and collect certificate

Proforma invoice for product total value

Unconditional dip test Report

6. Buyer provides CPA/Q88 or TSA/TSR with notice of readiness to inject and the product injection commences. whereas the buyer doesn't have either, the buyer will take over the seller's Tank.

7. Upon completion of the product injection, buyer makes the full payment of the total product value, via MT103 T-T Wire Transfer to the seller within 1-2 banking days and upon confirmation of the product payment, seller company shall issue the Title of Ownership and all exporting documents of the Product to the buyer's company.

8. Seller pays commission structure via MT103 T/T Wire transfer within 1-2 banking days in accordance with the signed [NCNDA/IMFPA] to agents, intermediaries involved.

9. Subsequently, monthly delivery continues according to the terms of the commercial invoice and the transaction is extended by issuance of a 12-month contract with possible R&E by the seller.