



# APPENDIX 8

# CHANGE MANAGEMENT

Contract on subsidy for carbon capture, transport, and Storage



***Instructions for tenderers***

*This Appendix constitutes General Requirements in its entirety, cf. Tender specifications, paragraph 6.*

*The tenderers shall not fill in or complete this Appendix and it should not be submitted as a part of the tenderer's offer.*

*This guidance text will be deleted by the DEA in connection with conclusion of the Contract.*



## **1. INTRODUCTION**

- 1.1 Subject to clause 19.1 of the Contract the Parties can agree on changes to the Contract in accordance with this Appendix.
- 1.2 Changes to the Contract shall be based on a request from either the Operator or the DEA in accordance with this Appendix.
- 1.3 This Appendix contains the process for management of changes to the Contract.
- 1.4 Capitalised terms used in this Appendix shall have the meaning ascribed to them in Appendix 2, Definitions.

## **2. THE OPERATOR'S CHANGE REQUEST**

- 2.1 A change request made by the Operator shall as a minimum contain the following information:
- Title and consecutive identification number. All change requests must be assigned consecutive identification numbers, so that each change request and its associated documents may be tracked in the change log;
  - A description of the requested change and the grounds for the request;
  - The Operators' proposal for prioritising the change;
  - The date of the change request; and
  - Any other relevant information.
- 2.2 The change request must include a solution proposal in accordance with clause 4.
- 2.3 The Operator is not entitled to remuneration for the preparation of a solution proposal which is part of a change request from the Operator.

## **3. THE DEA'S CHANGE REQUEST**

- 3.1 A change request made by the DEA shall have the same content as the Operator's change request, cf. clause 2.1.
- 3.2 The change request must be sufficiently detailed for the Operator to prepare a solution proposal in accordance with clause 4. The Operator is not entitled to remuneration for the preparation of a solution proposal which is based on a change request from the DEA.



#### **4. MINIMUM CONTENT OF THE SOLUTION PROPOSAL**

4.1 The Operator shall prepare a solution proposal which at least includes and address the following:

- A summary of the change request;
- A description of the required changes to the Contract to comply with the change request;
- A description of the Appendices affected by the change;
- The consequences for the Commercial Operation Date and other time constraints of the Contract;
- The consequences for the CCS Activities;
- The consequences for the Operator's Deliverables;
- The warranty for the changes and implications for other Warranties, cf. clause 14 of the Contract.
- Any other relevant information.

4.2 Unless otherwise agreed, the Operator will prepare the necessary corrections to the Appendices affected by the change to be enclosed with the solution proposal.

#### **5. ASSESSMENT AND APPROVAL OF SOLUTION PROPOSAL**

5.1 The DEA may elect not to accept the solution proposal, to request a change to the solution proposal, or to accept the solution proposal.

5.2 If the DEA requests a change to the solution proposal, the Operator shall without undue delay and no later than five (5) Business Days thereafter prepare a revised solution proposal for the DEA.

5.3 The DEA's request for substantial changes to a solution proposal will be deemed to constitute a refusal to accept the solution proposal submitted and submission of a new change request, which must be separately dealt with in accordance with this Appendix.

5.4 The DEA must have approved the solution proposal prior to the implementation of the changes to the Contract.

#### **6. CHANGE LOG**

6.1 The Operator must keep a change log which includes:

- Dated change requests;
- Dated solution proposals;



- Approved solution proposals;
- Documents regarding confirmed changes in accordance with the Contract, clause 11, see clause 11.4.3.
- Other relevant documents.

## **7. CONTRACT MANAGEMENT**

7.1 The Operator must prepare and maintain an overview of the current contractual framework.

7.2 The contractual framework includes, i.a.,

- The Contract and its Appendices;
- Any changes agreed; and
- Any changes confirmed in accordance with the Contract, clause 11.

7.3 The overview of the current contractual framework must for each document include the following information:

- Document title
- Version number
- Unequivocal references to the approval of the document

7.4 The Operator must, on the basis of the contract overview, ensure that each of the Parties is given access to a complete collection of the current contractual framework.