

The overall purpose of the Mermaid Subsea Services (Known as MSS or the Company) Vehicle Policy is to provide guidance on Company rules related to driving and to ensure that all Company employees are aware of the health and safety implications of using a Company vehicle or for using any vehicle on Company business. MSS places great importance on the health and safety of employees, as well as members of the public and must rely on every employee to maintain a responsible attitude to the welfare of others.

The practice of safe driving is essential to maintain all of our Employees' ability to perform their jobs effectively. The Company endeavors to achieve the highest standards in all areas of health and safety and Company employees are relied upon to observe all the rules of the road, in addition to guidance related to the use and maintenance of their vehicles.

The Company shall enforce the following rules:

- MSS require that all drivers do not use mobile phones whilst driving unless used with hands free device.
- Employees are forbidden to drive any vehicle under the influence of alcohol or illegal drugs. Management must be informed if you are on prescribed drugs that may affect your ability to drive.
- All accidents must be reported to your Supervisor immediately and to the Police where required.
- All items of value must be removed before leaving the vehicle unattended.
- The Company will not be responsible for any fines relating to the use of the vehicle including speeding or any other driving offences.
- The local traffic laws shall be followed regarding use of vehicles on roads and transport routes.
- Only authorized persons shall be allowed to operate vehicles on Company business.
- The driver must possess a valid driver's license and is responsible for the safety of the vehicle, person and equipment used or carried.
- Seatbelts must be worn by all occupants/passengers.
- The number of people in a vehicle is limited to the number of passenger seats fitted with seat belts inside the cabin that are available for use.

Recommendations:

In addition to the above enforcements, the following recommendations are to be followed to increase vehicle safety:

- Do not use your hands for anything other than driving.
- Consider carrying a fluorescent/reflective jacket, warning triangle, torch, blanket and first aid kit.
- Always know where your locking wheel nut key is located if you have one.
- Ensure that you are safe to drive. Do not drive if you feel tired, unwell or are under the influence of alcohol or drugs
- If you have enough warning of an impending breakdown, try and pull up in a busy well-lit place. If possible, move your vehicle well off the road.



Paul Whiley
Chief Operating Officer
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