Standard Rotterdam/Houston FOB Procedures
Refinery 2

1. **Buyer** issues ICPO, Company Registration Certificate and TSA.

2. **Seller** issues commercial invoice, **Buyer** signs and return commercial invoice along with an acceptance letter of commitment to execute transaction.

3. **Seller** issues to **Buyer** the below Partial POP Documents:

   a. Statement of Product Availability.
   b. Unconditional Commitment to Supply.
   c. SGS Chemical Testing Application Form issued by **Seller**, to be signed by **Buyer** for processing of Fresh SGS.
   d. Inspection Approval Letter to be signed by **Buyer**'s tank farm.

4. Upon confirmation of the above documents by **Buyer**, **Seller** issues to the **Buyer** the below Full POP Documents:

   a. Injection Schedule.
   b. Act of Transfer / Change of Ownership Documents.
   c. Authority to Sell and Collect (ATSC).
   d. Freshly Updated SGS Report (72 Hours).
   e. Injection / Q&Q Report.
   f. Tank Storage Receipt (TSR) with tank number, GPS coordinates and tank location.
   g. Authorization to Verify (ATV) physical verification.
   h. Unconditional Dip Test Authorization (DTA).

5. NCNDA/IMFPA is signed by all intermediaries / agents / mandates involved.

6. Upon successful dip test by **Buyer**, **Buyer** presents its TSR.

7. **Buyer** makes payment for the total value of product by MT103/TT.

8. **Seller** injects product into **Buyer**'s tanks.

9. **Seller** pays all Intermediaries involved in the transaction.

10. Upon satisfaction by **Buyer**, both **Buyer** and **Seller** sign contract for monthly delivery with rolls and extension.

FOB Rotterdam/Houston Products

	Petroleum Products FOB Rotterdam/Houston	Unit of meassure	Minimum
1	Diesel D6 Virgin Low Pour Fuel Oil	GLN	25,000,000
2	Diesel Fuel EN590 Euro 5 (ULSD 10PPM)	MT	20,000
3	Diesel D2 Gasoil Gost 305-2013	MT	20,000
4	West Texas Intermediate (WTI)Crude Oil	BBL	500,000
5	Aviation Turbine Fuel (JET A-1)	BBL	350,000
6	Aviation Kerosene Colonial Grade 54 (JET FUEL JP54)	BBL	350,000