

Annex: Installation Definitions

Activity	Scope of Project Organisation					Remarks
	Quality	Target dates	Costs	Site organisation	Site safety	
= (Basis of invoicing)						
Type 1: Complete mechanical installation / maintenance (Site manager)	R	R	R	R	R	<ul style="list-style-type: none"> – Installation staff is provided by Münstermann (not possible for customer to provide staff). – Provision of lifting gear by customer as agreed – Invoices are to be made at cost or fixed price.
Type 2: Installation under specialist supervision / maintenance (Specialist supervisor)	C	C	I	C	C	<ul style="list-style-type: none"> – Installation staff is provided by customer. – Tools and lifting gear are provided by customer. – No contractual penalties regarding target dates – The supervisor accompanies the proceeds throughout. – Invoices are to be made out is at cost or fixed price, with a limited period of employment.
Type 3: Inspection (Inspector)	I	I	I	I	I	<ul style="list-style-type: none"> – Visual site inspections as agreed (see servicing contract). – Assessment of actual parameters on the basis of the agreed terms of works and services and plant components to be checked – Information concerning and recommendations of remedial measures
Type 4: Start-up (Engineer)	C	C	I	C	C	<ul style="list-style-type: none"> – Invoices are to be made out at cost or fixed price, with a limited period of employment.
Type 5: Training (Engineer)	I	I	I	I	I	<ul style="list-style-type: none"> – Training of staff provided by customer – Duration of training is based on the contractually agreed period (see servicing contract). – Any training material is to be provided in electronic form.

Key:

R = Responsibility

Based on the positive specifications and taking into account the customer's obligation to cooperate as well as the customer's contractual obligations as they have been exemplified, Münstermann will be responsible for:

- The **quality** of the work carried out on the components **supplied by Münstermann**, which includes the contractual scope of delivery of the structural steelwork and piping. If the specifications agreed also cover the connections to parts of the building and/or to brackets/fixtures, Münstermann will also be responsible for the quality of such connections but not for examining the bases (e.g. foundations, walls, roof, or substrates etc.) but not for their structural design.
- The supervision, maintenance and adherence to the agreed **schedule**, on condition that the site is accessible at all times and the customer has provided the required input. In the case of any delay that is not to be attributed to Münstermann, Münstermann shall be entitled to an adequate extension of the installation period and compensation of additional costs.
- If Münstermann is responsible for a delay, Münstermann is to bear **all additional costs** involved (e. g. additional staff required to adhere to schedule).
- **Site organisation** comprises the following:
 - unloading components supplied by Münstermann;
 - on-site transportation from the unloading point to the installation site;
 - planning of the deployment of Münstermann's own staff;
 - progress of installation and assembly of the components supplied.

Any additional manpower or tools and equipment required will be supplied by the parties as agreed. The customer will be informed in time of the relevant individual operations and the additional tools and equipment to be provided, and also of any eventual unavoidable impact on the flow of work.

- The responsibility for **site safety** at the installation site involves:
 - compliance with statutory and local safety regulations by their own staff,
 - the condition and completeness of their own staff's personal safety equipment.

The overall site safety at the installation site, however, is not Münstermann's responsibility.

C = Control

Control here means the presentation of a snapshot picture of the **actual on-site situation**, if necessary by making a **comparison to the planned state of completion** with regard to target dates, quality of work, the installation processes and site safety and also the **submission of proposals** on how to rectify any deviations from the schedule.

In the absence of any authority to give instructions, such target-performance comparisons and the remedial action proposals can only be **handed to a person provided by the customer**.

There cannot be complete control/supervision in every case, there can only be periodic **spot-checks**. The checking of relevant plant components and their ability to function is described in the contractual specifications.

Active participation of the installation specialist in the installation is not intended, or only to the extent expressly agreed in the contract.

The risk of accidental loss of the installation lies with the customer.

I = Information

The obligation to inform, in this context, means the performance thorough spot-checks of relevant plant components in respect of the contractual scope of services and information passed to the customer of any deviations as to the quality of installation or malfunctions of the unit.

In the case of maintenance inspections, the inspector can carry out minor repairs and maintenance work at the customer's request and/or within the scope of services agreed.