



## **VIRTUAL DATA ROOM AGREEMENT / PROCEDURES**

### **Introduction**

These Virtual Data Room (VDR) procedures relate to the manner in which companies and their representatives may use the facilities made available to them at the VDR, being maintained on computer systems administered by the LPA in connection with the Lebanon's Second Offshore Licensing Round.

The nature of confidentiality to be observed and the procedures that will be followed to insure confidentiality are the same as if the Company was visiting the physical room. Misuse of materials by any party, including violation of these procedures, will be deemed a breach of this Confidentiality Agreement.

### **Confidentiality**

The material made available in the VDR (the "Information") in connection with and relating to Lebanon's Second Offshore Licensing Round constitute confidential information. Accordingly, the Information must be held in complete confidence and subject to the terms of this Confidentiality Agreement.

No representation or warranty (express or implied) is given and no liability is accepted by the Ministry of Energy & Water or the LPA, officers, directors, advisers or representatives, as to the accuracy, reliability, completeness or reasonableness of the Information or for any errors, omissions or misstatements, negligence or otherwise, in relation thereto.

### **Documentation**

An index of documents contained in the VDR is included in the site and has been organized in a manner deemed appropriate by the LPA.

Access to the VDR will not permit any marking, altering, or modification of any information contained therein.

The LPA may add information to the Virtual Data Room, or remove information from the Virtual Data Room, during the course of the document review process. Provision of documents in the Virtual Data Room is at LPA's absolute discretion.

The LPA may alter the terms of these VDR Procedures by notice to the Recipient and such alteration will be effective from the time such notice is provided. Notice may be given in any manner.

### **Copying and Printing Virtual Data Room Information**

No attempt may be made to copy or download information contained in or accessible from the VDR unless it has been enabled or requested and LPA have, in their absolute discretion, agreed to that

request. Certain documentation may have been dynamically watermarked and is constantly monitored using various security and tracking technologies.

Documents in the VDR may only be printed if printing for that particular document has been enabled or requested and the LPA have, in their absolute discretion, agreed to that request.

To avoid doubt, it is noted that any materials downloaded and/or printed are subject to this Confidentiality Agreement.

### **Access**

The VDR will be maintained available to the companies on a 24/7 basis except for times, primarily during weekends, when it may be unavailable because of system maintenance.

Access to the VDR is with the consent of the LPA acting on behalf of Ministry of Energy & Water and may be withdrawn at any time and without prior notice.

Access to the VDR should be limited to those people essential to your License Round evaluation process.

Users of the VDR must comply with any reasonable request from the LPA and, in particular, with any security regulations and procedures required from time to time.

Usernames and passwords issued to users shall be strictly limited to the user to whom they are issued and must not be shared with other team members. If an additional team member needs access to the Virtual Data Room, an appropriate request should be made to the LPA VDR administrator.

### **Privacy**

The LPA may collect information about how you use the VDR, including details of when you log-on and log-off the Virtual Data Room, the documents you access and what you ask in the Q&A Process.

### **Support**

All questions relating to the Information or the Data Room should be reduced to writing and directed via e-mail to: [datacenter@lpa.gov.lb](mailto:datacenter@lpa.gov.lb)

*This document shall be filled out, scanned and sent back via email to [datacenter@lpa.gov.lb](mailto:datacenter@lpa.gov.lb)  
Please sign all the pages of the this document*