



CHINA RE

# 华泰保险经纪有限公司

HUATAI INSURANCE AGENCY & CONSULTANT SERVICE LTD.

## Contact List of Huatai Agency

[www.huataimarine.com](http://www.huataimarine.com)

<b>Name of Agent:</b>	<b>Huatai Beijing Head Office</b>		
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<b>Persons who may be contacted after office hours</b>			
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		<b>Direct Line:</b>	+86 10 66576587
<b>Name</b>	Mr. Wu Dongxu	<b>Mobile Phone</b>	+86 13811693258
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<b>Name of Agent:</b>	<b>Huatai Dalian Branch</b>		
	covering ports including Dalian, Dandong, Yingkou (Bayuquan), Jinzhou, Huludao, etc.		
<b>Postal Address:</b>	22nd Floor, Anho Building, No.87, Renmin Road, Zhongshan District, Dalian 116001, China		
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<b>City:</b>	Dalian		
<b>Country:</b>	China		
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<b>Persons who may be contacted after office hours</b>			

<b>Name:</b>	Capt. Lu Tongzhe	<b>Mobile Phone:</b>	+86 13909851192
<b>Name:</b>	Ms. Zhao Bei	<b>Mobile Phone:</b>	+86 13942086293

<b>Name of Agent:</b>	<b>Huatai Tianjin Branch</b> covering ports including Tianjin (Xingang), Huanghua, Caofeidian, Jingtang (Tangshan), Qinhuangdao, etc.		
<b>Postal Address.:</b>	Rm 8501, E8B, Binhai Finance Zone, No. 20 Guang Chang East Road, TEDA, Tianjin, China		
<b>ZIP/Postal Code:</b>	300457		
<b>City:</b>	Tianjin		
<b>Country:</b>	China		
<b>Tel:</b>	+86 22 66220722		
<b>Fax:</b>	+86 22 66220725		
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<b>Name:</b>	Mr. Mu Haitao	<b>Mobile Phone:</b>	+86 13602017813
		<b>Direct Line:</b>	+86 22 6622 0720
<b>Name:</b>	Mr. Dong Yang	<b>Mobile Phone:</b>	+86 13820347223
		<b>Direct Line:</b>	+86 22 6622 0787
<b>Name:</b>	Ms. Liu Weiwei	<b>Mobile Phone:</b>	+86 13502020898
		<b>Direct Line:</b>	+86 22 6622 0724

<b>Name of Agent:</b>	<b>Huatai Qingdao Branch</b> covering ports including Qingdao, Lianyungang, Lanshan, Rizhao, Weihai, Qixiakou, Huangdao, Shidao, etc.		
<b>Postal Address.:</b>	9th Floor, Rm 9AB No. 9 Building Pacific Plaza, No. 35 Donghai Western Road Qingdao, 266071, China		
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<b>Persons who may be contacted after office hours</b>			
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<b>Name:</b>	Ms. Yin Na	<b>Mobile Phone:</b>	+86 15853237393

<b>Name:</b>	Mr. Steven Liu	<b>Mobile Phone:</b>	+86 186 5326 3396
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<b>Name of Agent:</b>	<b>Huatai Shanghai Branch</b> covering ports including Shanghai, Yangshan, Ningbo, Zhoushan, Wenzhou, Taizhou, Zhapu, Nantong, Tongzhou, Taicang, Changshu, Zhangjiagang, Yangzhou, Changzhou, Zhenjiang, Jiangyin, Yizheng, Nanjing, etc.		
<b>Postal Address.:</b>	14-A, World Plaza, No.855 Pudong South Road, Shanghai 200120, China		
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<b>Name:</b>	Capt. Jiang Weijian	<b>Mobile Phone:</b>	+86 13916354092
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<b>Name:</b>	Ms. Feng Jianwen	<b>Mobile Phone:</b>	+86 13818907386
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<b>Name:</b>	Ms. Huang Shujuan	<b>Mobile Phone:</b>	+86 13661651569

<b>Name of Agent:</b>	<b>Huatai Guangzhou Branch</b> covering ports including Guangzhou (Huangpu), Zhanjiang, Zhuhai, Shenzhen, Huizhou, Yangjiang, Fangcheng, Qinzhou, Beihai, Hai'an, Maoming (Shuidong), Jiangmen, Nansha, Dongguan, etc.		
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<b>Persons who may be contacted after office hours</b>			
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<b>Name:</b>	Mr. Cheng Xiaojun	<b>Mobile Phone:</b>	+86 13825050793

<b>Name of Agent:</b>	<b>Huatai Xiamen Branch</b> covering ports including Xiamen, Zhangzhou, Quanzhou (Xiuyu& Xiaocuo), Jinjiang (Shenhu), Putian, Fuzhou (Mawei), Shantou (Raoping), Shanwei, Haikou, Lingao, Yangpu, Basuo, Sanya, etc.		
<b>Postal Address:</b>	Room 1707-1708, PICC Building, 68 Hubin Bei Road, Xiamen, P.R.China 361012		
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**Our clients are encouraged to contact our local offices directly regarding new instructions. However, if you are not sure about which office to contact, you are always welcome to send notice to the Beijing Head Office.**



## Service Profile

### About Signing the Ship Pollution Response Agreement with MSA Approved SPROs

#### What We Can Do:

- Provide a full picture of the approved SPROs with appropriate level needed for your ships' entry into and operation at a Chinese port, including their identity, qualification status, retainer fee rates, response tariff, agreement wording they can accept, etc., for your consideration and choice;
- Negotiate with the SPRO where necessary on fee rates and agreement wordings;
- Sign the agreement on your behalf upon your instruction and in line with your authorization as specified in the Letter of Authorization executed in the wording of IG LOA dated 6 December 2011;
- Handle payment of retainer fee at the agreed rates to the SPRO;
- Fulfill your other obligations under the agreement such as informing ship's movement to SPRO;
- Handle renewal, extension or termination of the agreement upon instruction.

#### How We Will Do It:

- Always take care of your best interests;
- Always strictly act within your authorization and follow your instruction;
- Always be available at emergency mobiles and ready to assist 24/7 for problems at all Chinese ports;
- Always work with efficiency, effective and sense of responsibility.

#### What We Have:

- Extensive local network whose service can cover all Chinese ports, big and small;
- Well-tested professional team with rich experiences in handling oil spill claims as listed P&I correspondent for twelve IG Clubs;
- In-depth knowledge about local situation and practice, including SPROs, MSA, etc;
- Ability to negotiate with SPROs both on fee rates and agreement wordings and communicate with MSA as and when necessary thanks to our many years' practice;
- An online database (building completed by end of 2011) of SPROs' full information together with their performance record at various Chinese ports, which is made available to our clients, each of whom will be given an exclusive code and password for access to the information in the database as well as its own account record of the costs they have paid to the SPROs of their each vessel and on each voyage.

#### How We Charge:

Our service fee is charged on a lump sum basis separate from SPRO costs, consisting of two parts:

- 1) USD 400 per Agreement for concluding a new Agreement with an SPRO for one or more Ships, OR USD 100 per Agreement for renewal or extension of the existing Agreement, unless the Agreement terms need to be re-negotiated which shall be construed as a new Agreement.
- 2) USD 50 per ship per call for handling necessary arrangements with and payments to the SPROs and for coordinating with port authorities, but always capped at USD 1000 per ship annually.

#### How to Contact Us:

Tel: 86 10 6657 6587 Fax: 86 10 6657 6501 Email: [spro.bj@huatai-serv.com](mailto:spro.bj@huatai-serv.com)

Contact Person: Shan Hong Mobile: 86 138011 87853 He Miao Mobile: 86 138010 98591

## Service Contract

\*\*\*\*\*("the Client"),

Established and existing under the laws of

With registered office at

Tel: ; Fax: ; E-mail:

Emergency Contact Person: Emergency Call/Mobile:

and

Huatai Insurance Agency & Consultant Service Ltd. ("Huatai Agency"),

Established and existing under the laws of People's Republic of China

With registered office at 14F China Re Building, No. 11 Jin Rong Avenue, Xicheng District, Beijing, 100033, China,

Tel: 86 10 6657 6587; Fax: 86 10 6657 6501; E-mail: spro.bj@huatai-serv.com

Emergency Contact List as attached in Appendix One

being jointly referred to as "the Parties", entered into the present contract ("the Contract") on the date of DD/MM/YYYY for the following:

### 1. Purpose of the Contract

1.1 Pursuant to the requirements of *the Regulations of the PRC on Administration of the Prevention and Control of Marine Environment Pollution from Ships, Regulations of the PRC on Emergency Preparedness and Response on Marine Environment Pollution from Ships* and *the Detailed Rules of Maritime Safety Administration of the PRC on the Implementation of the Administration Regime of Agreement for Ship Pollution Response*, the Client agrees to appoint Huatai Agency as its agent as defined by Paragraph 3 of Article 18 of *the Detailed Rules of Maritime Safety Administration of the PRC on the Implementation of the Administration Regime of Agreement for Ship Pollution Response* with respect to the signing of the agreement for Ship Pollution Response (hereafter "the Agreement") with approved oil spill response organizations ("SPROs") and other relevant issues at Chinese ports except Hongkong, Macau and Taiwan.

1.2 Huatai Agency agrees to be appointed as agent of the Client for the mission detailed above.

1.3 The ships to receive services under this contract ("the Ships") are listed as follows:

Name of Ship	IMO No.	Call Sign	Type	Gross Tonnage	Year of Build	Flag	P&I Club

Additional ships can be added to the above list upon the Parties' written mutual agreement.

**2. Scope of Service**

The scope of services to be rendered by Huatai Agency to the Client as per the Contract shall be strictly limited to the scope of authorization as is defined by the "Letter of Authorization (IG LOA dated 6 December 2011)", including:

- (1) advising to the Client the identity, qualification status and other relevant information of Maritime Safety Administration ("MSA") approved SPRO(s) for a certain port or ports for the consideration and choice of the Client;
- (2) negotiating with the SPRO selected by the Client on terms and clauses of the Agreement on behalf of the Client, endeavoring to obtain their agreement as much as possible to contract on the MSA Sample Agreement with IG supplemental clauses (IG Sample Agreement 6 December 2011);
- (3) signing the Agreement on behalf of the Client;
- (4) handling payment of the retainer fee to SPRO according to the signed Agreement on behalf of the Client;
- (5) providing the Ships' movement information to SPRO according to the signed Agreement on behalf of the Client;
- (6) handling renewal, extension or termination of the Agreement on behalf of the Client;
- (7) dealing with any other issues in relation to the signing of the Agreement as instructed by the Client;

**3. Obligations of Huatai Agency**

3.1 Huatai Agency shall exercise reasonable skills, care, efficiency and diligence in carrying out the authorized services envisaged in Article 2 above.

3.2 Huatai Agency shall advise the Client of all necessary requirements with respect to signing of the Agreement at a certain port or ports, including information of SPRO(s) with appropriate level of qualification approval by MSA to comply with relevant laws and regulations, acceptable procedures and acceptable contract terms, so that the Client may decide whether to fulfill the requirements.

3.3 Huatai Agency shall strictly follow the instructions of the Client and act within the authorization of the Client.

3.4 Huatai Agency shall send a copy of the Agreement signed on behalf of the Client by email or fax to the Client within 48 hours after the execution is completed with the SPRO selected by the Client.

3.5 Huatai Agency shall keep the originals of effective Agreements safely and send them to the Client when requested at the cost of the Client.

3.6 Huatai Agency shall update the Client with development on legislation and practical requirements with respect to signing of the Agreement.

3.7 Huatai Agency shall update the Client with material changes of status of the SPROs with which the Client has entered into agreement as soon as Huatai Agency becomes aware of such changes.

3.8 Huatai Agency shall make itself available for service 24/7 by providing the Client with an emergency contact list and updating it timely in case of changes.

#### **4. Obligations of the Client**

4.1 The Client shall ensure itself is the proper party to enter into contract with SPROs for the Ships pursuant to Article 18 of *the Detailed Rules of Maritime Safety Administration of the PRC on the Implementation of the Administration Regime of Agreement for Ship Pollution Response*.

4.2 Generally, the Client shall inform Huatai Agency of each intended call of the Ships to Chinese ports (except Hongkong, Macau and Taiwan,) together with the appointed local ship agent at least 4 days prior to the Ships' arrival. In case of emergency situations, the Client shall get in contact with Huatai Agency as soon as the Client becomes aware of the intended call of the Ships to Chinese ports (except Hongkong, Macau and Taiwan) so that the Parties can work out a solution together.

4.3 The Client shall confirm to Huatai Agency its choice of SPRO together with the Agreement wording which it accepts as far in advance of the ship's arrival as possible but in any event no later than 24 hours prior to arrival at a Chinese port..



4.4 When requested by Huatai Agency, the Client shall provide Huatai Agency with a copy of valid P&I entry certificate.

4.5 The Client shall ensure proper conditions for Huatai Agency to render services in accordance with the Contract, such as:

- (1) cooperative attitude of all Client's employees towards Huatai Agency's personnel;
- (2) timely and exhaustive provision of necessary documentation and information.

4.6 The Client shall execute the Letter of Authorization and submit it to Huatai Agency by sending a copy electronically for submitting to PRC authority. The Client shall send the originals of the Letter of Authorization in duplicate to Huatai Agency for its own filing in due course.

4.7 The Client shall provide Huatai Agency with an emergency contact number for the sake of urgent situations, and update any changes thereof.

## **5. Liabilities**

5.1 It is agreed and understood that, under no circumstances does Huatai Agency provide any guarantee to the Client regarding performance of any SPROs either in terms of the SPROs' meeting its contractual liabilities under the Agreement or in terms of the SPROs' meeting the demand and criteria of the PRC authority.

5.2 It is agreed and understood that Huatai Agency shall not be liable for fines, losses, damages, or penalties suffered by the Client arising from MSA's refusal or delay to accept the Agreement signed by Huatai Agency on behalf of the Client, unless such refusal or delay is caused by the fault or negligence of Huatai Agency in providing SPRO candidate which is not officially approved by MSA or which is not with appropriate level of qualification approval by MSA to comply with relevant laws and regulations.

5.3 It is agreed that it is the Client's own responsibility to ensure that the Agreement is accepted by the P&I Club with which the Ship is entered so that the Club's cover will not be prejudiced. Huatai Agency shall not be liable for any losses, damages or liabilities sustained by the Client due to the prejudiced cover caused by the Agreement.

5.4 It is agreed and understood that Huatai Agency shall not be liable for losses or damages suffered by the Client arising from delays to the Ships' schedule caused by the Client's failure to pay the retainer fees charged by SPROs in a timely manner, unless the Client has had sufficient cash deposit with Huatai Agency in the manner specified in Article 9.3.

5.5 Each party to the Contract shall not be liable for losses, damages, fines, costs, liabilities and penalties caused to the other party by the fault or negligence of the other party in fulfilling its obligations provided in the Contract, and shall indemnify and hold harmless the other party for losses, damages, fines, costs, liabilities and penalties caused to the other party by the fault or negligence of its own in fulfilling its obligations provided in the Contract.

5.6 The Client agrees to indemnify and hold harmless Huatai Agency, its directors, managers, employees or sub-contractors from all claims, losses, damages, liabilities, costs and expenses arising from Huatai Agency's providing the services or fulfilling its obligations as are specified in the Contract and or are carried out in line with the Client's instructions, unless such claims, losses, damages, liabilities, costs and expenses are caused by the fault or negligence of Huatai Agency, or its directors, managers, employees or sub-contractors.

## **6. Insurance**

6.1 During the period when the Contract is in effect, Huatai Agency shall maintain professional liability insurance in the amount of RMB20,000,000.

6.2 During the period when the Contract is in effect, the Client shall maintain P&I cover including coverage for pollution liabilities.

## **7. Confidentiality**

7.1 All business transacted between the Parties as well as data, knowledge, information and documents ("Confidential Information") handed over by one Party to the other shall always be subject to confidentiality except where the relevant data, knowledge, information and documents have already become public domain through no fault of any party.

7.2 Neither of the Parties shall disclose, reveal or permit access to the Confidential Information, in whole or in part, to any third party without the other Party's prior written consent, except where the disclosure of information is required by law or is made to PRC maritime authority or the P&I Club which the Ships are entered with.

## **8. Fees**

8.1 Huatai Agency is entitled to receive service fees for services it rendered to the Client.

8.2 Huatai Agency's service fee shall in any and all circumstances be charged

separately from the retainer fee and response costs that are charged by SPROs or any other third parties,

8.3 It is agreed that fees for the services specified in Article 2 “Scope of Service” are charged on a lump sum basis, which consist of two parts:

USD 400 per Agreement for concluding a new Agreement with an SPRO for one or more Ships, OR

USD 100 per Agreement for renewal or extension of the existing Agreement, unless the Agreement terms need to be re-negotiated which shall be construed as a new Agreement.

(2) USD 50 per ship per call for handling necessary arrangements with and payments to the SPROs and for coordinating with port authorities, but always capped at USD 1000 per ship annually.

## **9. Payments**

9.1 The Client shall settle the debit note submitted by the Huatai Agency issued in line with Article 8.3 and 8.4 for services rendered within 30 days upon receipt of an electronic version of the debit note via either email or fax.

9.2 Huatai Agency is not obligated to advance any third party fees on behalf of the Client, including but not limited to the retainer fees and response costs charged by SPROs.

9.3 In order to ensure the Ships’ smooth entry, departure and operation at Chinese ports and to save time and costs, the Client may, immediately after the Contract becomes effective, remit an agreed amount of cash deposit with Huatai Agency, for the purpose of paying the retainer fees charged by SPRO and settling the debit note of Huatai Agency for services rendered. When the cash deposit is used out or becomes insufficient to cover the cost of the Ship’s next call, the Client may make another remittance in an agreed amount.

In case of the Client doing so, Huatai Agency shall keep a clear and complete account record regarding use of this cash deposit, including informing the Client of the amount of retainer fee paid to the SPRO within three working days after such fee is paid out or is incurred, submitting a monthly debit note detailing the service fee charged by Huatai Agency, and making available a complete account breakdown whenever required by the Client.

At the time of termination of this Contract, Huatai Agency shall return any balance of

the cash deposit to the Client within seven days after the Contract is terminated.

## **10. Effect and Termination**

10.1 The Contract takes effect on the date of execution by both Parties and will continue to be valid until terminated by either of the Parties.

10.2 Either party may terminate the Contract by give 30 days prior written notice to the other party.

10.3 In case of termination of the Contract, the Client undertakes to pay for services rendered prior to the termination of the Contract within 7 days from the receipt of debit notes from Huatai Agency.

## **11. Jurisdiction**

The Contract shall be governed by and construed with the laws of Peoples' Republic of China. Any disputes arising therefrom shall be submitted to the court of Peoples' Republic of China.

## **12. Other Conditions**

The Contract shall be executed in duplicate, one copy for each Party, both copies being of equal legal effect.

The undersigned irrevocably warrant that they are fully and duly authorized by their respective parties to sign and execute this Contract.

Signatures:

For The Client:

Signature & Company Chop:

Print Name:

Title:

Company Name:

Date:

For Huatai Agency:

Signature& Company Chop:

Print Name:

Title:

Company Name:

Date:

Appendix One: Emergency Contact List of Huatai Agency



- Huatai Dalian
- Huatai Tianjin
- Huatai Qingdao
- Huatai Shanghai
- Huatai Xiamen
- Huatai Guangzhou