



POL AGGREGATOR AGREEMENT

THIS AGREEMENT MADE ON THIS _____ Day of _____ between HINDUSTAN PETROLEUM CORPORATION LIMITED, a Company incorporated under the Companies Act, 1956, having its Registered Office at 17, Jamshedji Tata Road, Mumbai - 400 020 and a Regional Office at _____

_____ (hereinafter referred to as HPCL, which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns) of the ONE PART

AND

Shri/Smt/Mr/Mrs _____ of _____ son/ daughter of _____, an individual/sole proprietor/, of Indian Inhabitant carrying on business under the firm name and style of _____ currently residing at _____

(Hereinafter called as AGGREGATOR, which expression shall include his/her heirs, executors, administrator, its successors and permitted assigns in law) of the Other Part ;

AND

Shri/Smt/Mr/Mrs _____ and _____ and _____ of _____ Indian

inhabitant carrying on business under the firm name and style of _____
_____ a firm registered under the Indian Partnership
Act of 1932 at _____“(hereinafter referred to as the AGGREGATOR,
which expression shall include the partners of the said firm at the date hereof,
the partners for the time being of the said firm, the respective heirs, executors,
administrators and permitted assigns of such partners, the survivors or survivor
of them and the heirs, executors, administrators and permitted assigns of the
surviving partner or partners)”of the Other Part ;

Hereinafter both HPCL and AGGREGATOR shall be collectively referred to as
“Parties” and individually as “Party”.

WHEREAS:

A) HPCL is engaged, inter-alia, in the business of manufacturing and marketing
of various Petroleum products referred to as the PRODUCTS and is desirous of
being appointed as AGGREGATOR of HPCL for the promotion, sale and
delivery of the PRODUCTS in the AREA mentioned in ANNEXURE “A”.

B) HPCL has agreed to appoint the AGGREGATOR to market the PRODUCTS
in the AREA subject to the following terms and conditions.

NOW THIS AGREEMENT witnessed and it is agreed by and between HPCL and
the AGGREGATOR as follows:-

1. HPCL hereby appoints the AGGREGATOR for the purpose of marketing and
transporting the PRODUCTS to MSME (Micro, small and Medium Enterprises
segment only) in the AREA. The AREA of the operation is as per Annexure “A”.
HPCL may expand/reduce the Area of operation of POL Aggregator-ship
depending on potential in the area, capability of Aggregator in terms of having
adequate resources, capability etc. to serve the customers in the expanded area.
HPCL at its discretion can appoint additional Aggregator in the same Area of
operation.

2. This appointment will be for a period of five years and deemed to have commenced with effect from _____. The same may be terminated without assigning any reason, by either party by giving three months' notice in writing to the other of its intention to terminate this Agreement and upon the expiration of any such notice, this Agreement shall stand cancelled and revoked but without prejudice to the rights of either party against the other in respect of any matter or thing antecedent to such termination provided that nothing contained in this clause shall prejudice the rights of HPCL to terminate this Agreement earlier on the happening of the events mentioned in Clause 37 of the Agreement. The Agreement, unless terminated, may be extended for every five years and on such terms and conditions as may be agreed by mutual consent of the parties.

3. In all the contracts or engagements entered by the AGGREGATOR for sale or distribution of PRODUCTS as ANNEXURE - B or in connection thereof, the AGGREGATOR shall act and shall always be deemed to have acted as a principal and not as an agent or on account of HPCL, and HPCL shall not in any way be liable in any manner in respect of such contracts and / or engagement and / or in respect of any act or omission on the part of the AGGREGATOR, their servants, agents and workmen in regard to such sale, distribution or otherwise, and the AGGREGATOR shall be bound to inform the party in writing of this provision, through correspondence or at the time of entering into such contract or engagement.

4. Except with the previous written consent of HPCL, the AGGREGATOR shall not affect any change in its constitution whether in the identity of its sole proprietor or partners or in the deed of partnership in the event of death/removal/resignation of any partner or any other reason whatsoever. The surviving partners / members hereby agree to indemnify and keep indemnified HPCL, its officers, directors and authorized agents against any claims or demands which may be made by the heirs of the deceased partner member.

5. The AGGREGATOR shall act strictly in accordance with the directives of HPCL and within the specified geographical AREA as assigned in Annexure A or as amended from time to time. Any violation of supplying PRODUCT to the area

other than the AREA assigned by HPCL shall be liable for damages as deemed fit by HPCL.

6 (A). The AGGREGATOR shall raise all sales invoices using prescribed format. These should be made available to HPCL as and when requested by HPCL. In future HPCL may change the manual billing process to software based billing process and the AGGREGATOR will comply with the same without demur.

6 (B). Secondary sales data (resale) would be compiled by the AGGREGATOR and given to HPCL on monthly basis.

6 (C) The AGGREGATOR shall not make any sale of Products to the existing customers of the Corporation without written and prior approval of Corporation during currency of the agreement. The Aggregator shall sell the Products to MSME (micro, small and medium enterprises) segment only and the aggregator should not retail or sell it to any party who is not an MSME as per the rules framed by MoMSME from time to time or to any other large customers. Aggregator shall not appoint distributors or sub – distributors and sell the Product to them. In case of any breach in this condition, then the agreement shall be forthwith terminated.

7. The AGGREGATOR shall not purchase from any person, firm or company other than the Corporation any petroleum or allied products used, stocked or sold at the said premises without the previous consent in writing of the Corporation.

8. Nothing contained in this Agreement shall be construed to prohibit HPCL from making direct and / or indirect sales to any person or from appointing other AGGREGATORS for the purpose of direct or indirect sales at such place or places as HPCL may deem fit. The AGGREGATOR shall not be entitled to any claim or allowance for such direct or indirect sales.

9. HPCL reserves the right to include or delete any item in the PRODUCTS without liability or damages on account of such inclusion or deletion.

10. The AGGREGATOR shall during the continuance of this Agreement adequately insure himself against all the risks viz; including but not limited to third party risks, fire and explosion risks, workmen's compensation and/or loss of or damage to the PRODUCT for any cause whatsoever.

11. The AGGREGATOR shall buy PRODUCTS from place specified by HPCL at its own cost.

12. The AGGREGATOR shall not adulterate the PRODUCTS as procured from HPCL.

13. AGGREGATOR shall, in all his commercial dealings and on documents and letter heads indicating his place of business, describe himself as an authorised AGGREGATOR of HPCL.

14. The quantities of PRODUCTS stated to be delivered by HPCL shall be final and binding upon the Parties hereto. The property in the PRODUCTS shall pass from HPCL to the AGGREGATOR at the time of the delivery of the PRODUCT to the AGGREGATOR and HPCL shall not in any way be responsible for loss or shortage thereafter. AGGREGATOR shall fully satisfy himself with regard to the quality and quantity of the PRODUCTS at the time of taking delivery and no claim of whatsoever nature shall be entertained thereafter. A receipt signed by AGGREGATOR or on behalf of the AGGREGATOR at the time of delivery of PRODUCTS by HPCL will be conclusive evidence that the PRODUCTS mentioned therein were in fact delivered to the AGGREGATOR and that such PRODUCTS were in accordance with the required specifications and that the quantities of such PRODUCTS mentioned in the receipt are correct and the AGGREGATOR shall thereafter be precluded from making any claim against HPCL for compensation or otherwise on the ground of short delivery or contamination of such PRODUCTS. However if any contamination or adulteration of the Products found after delivery by HPCL to the Aggregator, then Aggregator shall be liable to pay such costs and damages to its customers.

15. HPCL will establish the depot Price for the products supplies to the AGGREGATOR in pursuance of this Agreement and the same will be advised to the AGGREGATOR as and when there is a price revision.

16. (A) The AGGREGATOR shall not use trademarks, patents, logos, design etc. belonging to HPCL without their prior written consent from HPCL.

16. (B) The AGGREGATOR shall not sell or promote any of the PRODUCTS of competitors other than the trade name or trademark approved by HPCL.

16. (C) The AGGREGATOR shall attend to all customer complaints timely.

16. (D) The AGGREGATOR shall communicate the prices of POL Products timely to customers.

17. AGGREGATOR hereby agrees with HPCL that it shall retain secrecy and keep strictly confidential all information it obtains with respect to the PRODUCTS and shall not at any time copy or use or disclose to any other person, firm, Corporation or authority such information except as may be first agreed by HPCL in writing and restrict the dissemination of such information to those of its trusted employees, agents and representatives, who may have a direct need to know such information for the performance of the PRODUCTS and the AGGREGATOR shall take all efforts to bind each such employee, agent or representative to maintain secrecy and confidentiality of such information and know how as he shall receive in respect of the PRODUCTS.

18. AGGREGATOR shall not carry on any business other than that of sale of PRODUCTS supplied by HPCL at/from the premises described under Facilities and Resources.

19. AGGREGATOR shall keep sufficient labour force for delivering the PRODUCTS to customers. The labour force so employed by the AGGREGATOR shall deemed to be under direct supervision and control of the AGGREGATOR and they shall be deemed to be the employees of the AGGREGATOR and it is further being clarified that they shall have no right or

lien on the employment with HPCL whatsoever. The Aggregator shall be solely responsible for the payment of wages to the staff employed by him for running the Aggregatorship and to abide by the Rules and Regulations as laid down in Payment of Wage Act 1936, Minimum Wages Act, 1948, Workmen's Compensation Act, 1923, industrial Disputes Act, 1947, Employees State Insurance Act, 1948, Contract Labour (Regulation and Abolition) Act, 1952, Payment of Bonus Act 1965, Employees Provident Funds and Miscellaneous Provisions Act, 1952, Shops and Establishment Act, Factories Act 1948, and all the applicable Labour Laws from time to time and HPCL shall be in no event responsible / liable for acts of omission and / or commission including financial/pecuniary liabilities towards the employees and associates of the Aggregator. Aggregator shall keep the HPCCL, its officers, directors, authorized agents indemnified against such liabilities and claim and against all actions, proceedings, suits, damages, loss, costs, charges and expenses in respect thereof.

20. The AGGREGATOR shall maintain proper documentation and invoices and will furnish the same as and when requested by HPCL or as otherwise agreed upon.

21. Without prejudice to the foregoing, the AGGREGATOR shall discharge all obligations cast upon them under the various Sales Tax Acts (Central and State) and Central Excise Acts and shall forthwith furnish the necessary Sales Tax Forms as may be required under Sales Tax Rules framed under such legislations. In the event of AGGREGATOR's failure to furnish the statutory declaration forms in time, HPCL shall be entitled to recover from the AGGREGATOR the amount of Sales Tax, interest demand, and any other sum becoming due on such account.

22. For the purpose of reconciliation of purchases from and payments made to HPCL and the sales made, the AGGREGATOR shall render full cooperation to HPCL and shall make available for inspection, records and books of accounts relating to the purchases, and payments made to HPCL and the sale made by AGGREGATOR, at such intervals as HPCL may decide from time to time. Further HPCL's Officers, representatives or servants authorised in this behalf

shall have, at all time, and in any circumstances free and unrestricted access to all premises used in connection with AGGREGATOR's business and to inspect and take account of all the PRODUCTS in AGGREGATOR's possession and of all tools, furniture, fittings and/or other property entrusted to the AGGREGATOR by HPCL.

23. AGGREGATOR shall not, either directly or indirectly, pledge the credit of HPCL or do any act, deed matter or things whatsoever which is in any manner prejudicial to the interest or is likely to affect adversely the credit worthiness or reputation or goodwill of HPCL amongst the members of the trade or general public. It is being further clarified that the AGGREGATOR shall not make any borrowings of whatsoever nature directly or indirectly by making the use of the name HPCL.

24. The AGGREGATOR shall, in the event of any dispute with any party in connection with or relating to the business of the AGGREGATOR-SHIP, or in respect of any legal notice or proceeding in which HPCL is also made a party, forthwith inform HPCL about the same and shall not without HPCL's prior approval or consent in writing compromise or compound any dispute or grant any benefit or concessions or relief or release or discharge to any party.

25. AGGREGATOR shall always, during the subsistence of this Agreement, devote his/its whole business, time and energy for pushing / increasing the business of HPCL's PRODUCTS and shall, in all such dealings act, honestly and faithfully with responsibility and integrity and shall carry out all orders and instructions of HPCL and shall not engage or be interested either directly or indirectly as AGGREGATOR in any other trade or business competing with the business of HPCL.

26. The AGGREGATOR shall not directly or indirectly assign or subcontract the benefit and/or obligations under this Agreement to any other person or party whatsoever.

27 (A). AGGREGATOR shall indemnify and keep HPCL, its officers, directors indemnified against any breach of the conditions contained herein and against

all loss, harm, damage, injury and all costs, charges and expenses that HPCL may bear, suffer or incur on account of any breach or non-observation or nonperformance of any of the terms and conditions contained in this Agreement or from any third party claims.

27 (B). The supplies will be made at the rate(s) inclusive of taxes as applicable which may prevail on the date of delivery of the PRODUCTS to the AGGREGATOR by HPCL, notwithstanding the rate(s) on which orders may have been booked by us.

27 (C). For the goods that may be dispatched to AGGREGATOR against their orders from time to time, payment will be made by them in advance by RTGS or any other mode of payment as mutually agreed to.

28. AGGREGATOR shall observe and comply with the provisions of Central and State Acts, Rules, Regulations as well as of the Local Authorities having the force of law in connection with storage, distribution and sale of PRODUCTS. AGGREGATOR shall also ensure that its covered godown confirm to the requirements of the Petroleum Act 1934 and Petroleum Rules, 2002 or any other Rules or enactment in force for the time being in that behalf.

29. AGGREGATOR, in consultation with HPCL, would identify markets for sales of PETROLEUM PRODUCTS. AGGREGATOR would sell the PETROLEUM PRODUCTS in the specified GEOGRAPHICAL AREA allotted to the AGGREGATOR by HPCL.

30. AGGREGATOR shall not mix the PRODUCTS with any other oil or substance or adulterate the PRODUCTS in any other manner.

31. The key responsibilities of AGGREGATOR will be:

- i) Supply and sell POL PRODUCTS to MSME segment in the GEOGRAPHICAL AREA.
- ii) Soliciting new business from MSME Parties in the GEOGRAPHICAL AREA.
- iii) Promote the HPCL brands thru local Promotions.

iv) Developing the market for HPCL brands.

For making sales HPCL will give remuneration to AGGREGATOR which will be purely based on the market scenario in the AREA of the AGGREGATOR. The same will be advised to him/her by HPCL in writing from time to time.

32. Quantity & Quality of the Product supplied to the AGGREGATOR shall be governed by the following:

- The weight/ volume, inspection and testing of the Petroleum Products shall be done by HPCL at the Delivery Point before commencement of loading.
- The certificates of quality and quantity or such other equivalent documents as may be issued at the Supply Location of HPCL shall be final and conclusive

HPCL reserves the right to revise the specifications of the Products and the same will be advised to AGGREGATOR.

33. Neither Party shall be liable for any failure or omission to fulfill observe or carry out any of the terms of this Agreement if fulfillment is delayed, hindered or prevented by any circumstances which is not within the immediate control of the Party affected thereby and shall not give rise to any claim by either Party hereto against the other or be deemed to be a breach of this Agreement if the same shall be caused by or arise out of war, hostilities, riots, act of god, fire, flood, strike, lockout, non-availability or shortage of PRODUCTS. In the event of any of the foregoing circumstances beyond the control of HPCL, it shall be liberty of HPCL to withhold, reduce or suspend supply of PRODUCTS to such extent as HPCL in its direction may think fit without entertaining any claim from the AGGREGATOR whatsoever.

34. Notwithstanding anything to the contrary herein contained, HPCL shall be at liberty to terminate this Agreement forthwith upon or at any time after the happening of any of the following events, namely:-

35 (A): If AGGREGATOR shall commit a breach of any of the covenants and stipulations contained in the Agreement, and fail to remedy such breach within four days of the receipt of a written notice from HPCL in that regard.

35 (B): If the AGGREGATOR shall for any reason make default in payment to HPCL in full or his outstanding as appearing in HPCL's books of account beyond seven days of demand by HPCL.

35 (C): If the AGGREGATOR does not adhere to the instructions issued from time to time by HPCL generally and particularly in connection with safe practices to be followed by him in the supply / storage of HPCL PRODUCTS or otherwise.

35 (D): If AGGREGATOR shall contaminate or tamper with the quality or quantity of any of the PRODUCTS supplied by HPCL.

35 (E): If AGGREGATOR shall sell the PRODUCTS, supplied by HPCL at prices higher than those fixed by HPCL.

36 : AGGREGATOR undertakes to further the sales of the PRODUCTS to MSME segment supplied by HPCL. It is specifically agreed and declared that it is a basic condition of the grant of the AGGREGATORHIP rights by HPCL to the AGGREGATOR herein that the AGGREGATOR hereby agrees, undertakes and covenants to uplift and pay for the following minimum quantity of products supplied by HPCL per quarter as specified hereunder:

PRODUCT/S	QUANTITY (Quarterly in KL/ MT)
As specified in Annexure B	

HPCL shall have the absolute right to revise the aforesaid sale target from time to time. AGGREGATOR shall be given 6 months from the date of execution of this Agreement for stabilization of business in the market. HPCL shall fix sales target for Aggregator-ship. This target shall be reviewed and revised by HPCL at on market conditions. HPCL at its discretion may consider termination of POL

Aggregator-ship agreement by giving two months' notice, in case performance of Aggregator-ship is not as per the targets fixed. This is applicable for location where the performance is not upto the mark.

37. On termination of AGGREGATOR's appointment, AGGREGATOR shall forthwith return to HPCL all books, documents, papers and other property of HPCL in AGGREGATOR's possession or control.

38. On termination of this Agreement, the AGGREGATOR shall not engage or be interested as AGGREGATOR in any business, firm or Company manufacturing, selling or dealing in Products similar to those of HPCL for a period of one year from the date of termination. However any rights or liabilities that may have arisen prior or on the date of termination, shall not be affected by the termination

39. ARBITRATION

- a) All disputes and differences of whatsoever nature, whether existing or which shall at any time arise between the Parties hereto touching or concerning the agreement, meaning, operation or effect thereof or to the rights and liabilities of the Parties or arising out of or in relation thereto whether during or after completion of the **contract** or whether before after determination, foreclosure, termination or breach of the **agreement** (other than those in respect of which the decision of any person is, by the **contract**, expressed to be final and binding) shall, after written notice by either Party to the **agreement** to the other of them and to the Appointing Authority hereinafter mentioned, be referred for adjudication to the Sole Arbitrator to be appointed as hereinafter provided.
- b) The appointing authority shall either himself act as the Sole Arbitrator or nominate some officer/retired officer of Hindustan Petroleum Corporation Limited (referred to as owner or HPCL) or a retired officer of any other Government Company in the Oil Sector of the rank of Ch. Manager & above or any retired officer of the Central Government not below the rank of a Director, to

act as the Sole Arbitrator to adjudicate the disputes and differences between the Parties. The **contractor/vendor** shall not be entitled to raise any objection to the appointment of such person as the Sole Arbitrator on the ground that the said person is/was an officer and/or shareholder of the owner, another Govt. Company or the Central Government or that he/she has to deal or had dealt with the matter to which the **contract** relates or that in the course of his/her duties, he/she has/had expressed views on all or any of the matters in dispute or difference.

- c) In the event of the Arbitrator to whom the matter is referred to, does not accept the appointment, or is unable or unwilling to act or resigns or vacates his office for any reasons whatsoever, the Appointing Authority aforesaid, shall nominate another person as aforesaid, to act as the Sole Arbitrator.
- d) Such another person nominated as the Sole Arbitrator shall be entitled to proceed with the arbitration from the stage at which it was left by his predecessor. It is expressly agreed between the Parties that no person other than the Appointing Authority or a person nominated by the Appointing Authority as aforesaid, shall act as an Arbitrator. The failure on the part of the Appointing Authority to make an appointment on time shall only give rise to a right to a **Contractor** to get such an appointment made and not to have any other person appointed as the Sole Arbitrator.
- e) The Award of the Sole Arbitrator shall be final and binding on the Parties to the **Agreement**.
- f) The work under the **Contract** shall, however, continue during the Arbitration proceedings, except in case of termination and no payment due or payable to the concerned Party shall be withheld (except to the extent disputed) on account of initiation, commencement or pendency of such proceedings.
- g) The Arbitrator may give a composite or separate Award(s) in respect of each dispute or difference referred to him and may also make interim award(s) if necessary.

- h) The fees of the Arbitrator and expenses of arbitration, if any, shall be borne equally by the Parties unless the Sole Arbitrator otherwise directs in his award with reasons. The lumpsum fees of the Arbitrator shall be r 70,000/-. Reasonable actual expenses for stenographer, etc. will be reimbursed. Fees shall be paid stagewise i.e. 25% on acceptance, 25% on completion of pleadings/documentation and balance 50% on receipt of award of the arbitrator.
- i) Subject to the aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made thereunder, shall apply to the Arbitration proceedings under this Clause.
- j) The **Contract** shall be governed by and constructed according to the laws in force in India. The Parties hereby submit to the exclusive jurisdiction of the Courts situated at _____ for all purposes. The Arbitration shall be held at _____ and conducted in English language.
- k) The Appointing Authority is the **Director (marketing)** of Hindustan Petroleum Corporation Limited.

39. The AGGREGATOR shall be solely responsible for and shall himself bear all expenses of and in connection with the AGGREGATORSHIP, including insurance premium, rents, license or other fees, ground rent, rates, taxes and all other charges and outgoing of every kind and shall pay the same promptly and without fail. The AGGREGATOR shall also be solely responsible for any breach or contravention by himself, his servants or agents of any laws, rules, regulations or bye-laws passed or made by the central and/ or state government and/or municipal local and/or other authorities as may be applicable from time to time to the AGGREGATORSHIP including, without prejudice to the generality of the foregoing. The Aggregator shall be solely responsible for any of its acts or omissions before the concerned authorities respectively appointed under the Petroleum Act, Payment of Wages Act, Shops and Establishment Act, Factories Act and The Workmen's Compensation Act or any statutory modifications or reenactments of the said statutes or rules and HPCL shall not be responsible in

any manner for any liability arising out of non-compliance by the AGGREGATOR with regards to the same. The AGGREGATOR shall at all times indemnify and keep indemnified HPCL , its officers, directors against all actions proceedings claims and demands made against it by the central and/or state government and/or municipal/ local and/or other authorities and/or by any customer of the PRODUCT and/or any other third party as a result of or in consequence of any act or omission of whatsoever nature of the AGGREGATOR, his servants or agents, including, without prejudice to the generality of the forgoing, any accident or loss or damage arising out of the storage, handling and/or sale of the PRODUCTS whether or not such act or omission or accident or loss or damage was due to any negligence, want of care or skill or any misconduct of the AGGREGATOR, his servants or his agents.

40. Any indulgence shown by HPCL or failure on the part of HPCL to enforce at any time, the provisions of this Agreement shall, in no way, be construed to be a waiver of such provisions or affect HPCL's right to enforce such provisions any time thereafter.

41. All Notices required to be given and approvals required to be obtained hereunder shall be given and obtained in writing only through hand delivery, courier or registered post. All Notices required to be served by either Party hereto upon the other shall be deemed properly served if delivered.

In case of HPCL to:

Chief /Sr. Regional Manager – Direct Sales
Hindustan Petroleum Corporation Ltd.

In case of AGGREGATOR to:

M/S

The Notices shall be deemed to have been received by the either Party at the expiry of seven days from the date of despatch, if sent by Registered Post.

IN WITNESS whereof the Parties hereto have caused this Agreement to be duly signed on behalf on this _____ Day of _____ at _____.

For Hindustan Petroleum Corporation Ltd.

For M/S-----

Duly Constituted Attorney.

Witnesses:

- 1.
- 2.

- 1.
- 2.

ANNEXURE – A

AREA

- 1.
- 2.
- 3.
- 4.
- 5.

6.

ANNEXURE – B

PETROLEUM PRODUCTS

The following Petroleum Products shall be supplied by HPCL to AGGREGATOR:

1. Furnace Oil (FO) as per specification IS 1593:1982.
2. Light Diesel Oil (LDO) as per specification IS 15770:2008
3. MTO as per Specification IS 1745: 1978
4. Industrial SKO as per Specification IS 1459: 1974 reaffirmed in 2001

ANNEXURE – C

THE AGGREGATOR has / will have the necessary minimum FACILITIES AND RESOURCES as below:

- a) Facilities:
 - i) Office space (min. 150 Sq. Ft)
 - ii) Computer with software
 - a) Broadband Internet
 - b) e-mail
 - iii) Printer
 - iv) Telephone
 - v) 2 POL bulk tank trucks
- b) Manpower:
 - i) 3-4 Salesmen
 - ii) 1-2 Office Staff
 - iii) Tanker Crew