



Maritime  
Offshore  
Onshore  
Ship Delivery

#### Head Office

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TOS Cyprus Ltd.

This company is part of  
TOS Holding B.V.

Rotterdam, The Netherlands, Wednesday, 26 October 2016  
Re: Information about project in Nigeria

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Dear T.O.S. Employee,

You have been assigned to work on a project in Lagos, Nigeria. Therefore we herewith inform you regarding vaccinations, visa and travelling.

#### Vaccination

If you are travelling to Nigeria for the first time, some vaccinations are compulsory and some vaccinations are recommended. If you have already been vaccinated, it is advisable to have the validity of these vaccinations checked.

The following vaccinations are compulsory for entry in Nigeria:

- Yellow fever injection. Vaccination is the only way to be protected from yellow fever, the vaccination offers protection for at least 10 years;
- Cholera: "not indicated" should be stamped in your vaccination book;
- Typhoid: only required if you stay in Nigeria for more than three months and always required for ranks with food handling responsibilities;
- Malaria prevention is also compulsory. The type of prophylaxis recommended depends on the length of your stay and your personal medical background, please consult your vaccination clinic. Also discuss protection against mosquitoes during the day, because of the risk of dengue. Medication to prevent Malaria shall be provided to all crewmembers on the project location in Lagos, Nigeria, free of charge. Please read the "Guidelines for Malaria Prevention Onboard Merchant Ships". These Guidelines are explicitly written for Seafarers, as they clearly describe the risks of malaria on board of ships. The guidelines explain the symptoms and treatment of Malaria in case of contamination. Also, prevention and precautions which should be taken in order to minimize the risk of contamination are clearly described.

The following vaccinations are highly recommended for Nigeria:

- DTP (Diphtheria, Tetanus and Polio). Most people born in the Netherlands after 1950 received a DTP vaccination as a child. A repeated vaccination could be necessary if your last vaccination was more than ten years ago;
- Hepatitis A and Hepatitis B. Hepatitis A is a highly contagious disease which occurs as a childhood disease in tropical countries. The Hepatitis A virus is transferred through food and is often found in seafood and raw vegetables. Adults can become very ill and it could take a long time to recover. Vaccination offers good protection. Hepatitis B is one of the most serious infectious diseases in the world. It is caused by the Hepatitis B virus. Hepatitis B is transmitted through blood and sexual relations. Hepatitis B is very contagious. A vaccine can be given in a series of three injections. The blood can then be tested to show the level of antibodies. If this is sufficient then protection is lifelong. A vaccination for Hepatitis B is also required if you stay for longer than 3 months or as advised by the vaccination clinic;
- Ask for advice from your vaccination clinic about a possible vaccination against tuberculosis, meningococcal infection and rabies.
- There could be a risk of the parasitic worm-disease Bilharzia (Schistosomiasis), if you come into contact with natural fresh water (not in salt water). Discuss preventive measures at the vaccination clinic.

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#### Visa

Your shipping and travelling documents (including vaccination booklet) should always be valid and should be carried in your hand luggage. It is advisable to obtain a second passport at your local authorities. Additionally, two passport photos are required for the visa application. Your passport photos must comply with the international requirements for passport photos for official documents. Your passport photos, passport and vaccination book must be handed in at our office in Rotterdam, Gdynia or Decin at least one week before departure. For the application of a STR (Long Term Visa), two additional passport photos (4 in total) and your endorsement/Certificate of Competency are required.

Once your visa has been arranged, the original documents will be brought to the Holland Handling service desk in Hall 2 of Schiphol Airport if your flight schedule is too tight to send them back to you. If your flight schedule allows it, your documents will be sent back to your home address. You will be informed by our office staff which option will be chosen in your situation.

Make sure to send all original documents with a certified courier like DHL or UPS in order to avoid unnecessary delays and/or late arrival in Lagos. These expenses will be reimbursed by TOS upon receipt of original written evidence (shipping-bills).

#### Travelling

You should be present at Schiphol Airport at least two hours (preferably three hours) before departure, in order to retrieve your documents at the Holland Handling service desk.

Upon arrival in Lagos, we strongly advise you (for your own safety) to stay at Lagos airport until your transfer arrives to bring you to your hotel/the worksite/vessel.

Telephone numbers of contact persons in Nigeria:

Guy Agassi (Depasa and Landfall) : +234 70 906 78 864 / +234 80 668 88 866  
TOS emergency number (24/7) : +31 6 557 48 509

Restitution of your travel expenses to and from the airport in your home country are based upon public transport. Unless otherwise agreed in writing, TOS will reimburse your travelling expenses at cost upon receipt of original written evidence, however under the condition that such expenses are reported within six weeks after disembarking the vessel.

Furthermore we advise you to bring sufficient cash US Dollars with you to enable you to get to your destination, because it could be quite difficult or even impossible to retrieve money from an ATM in Lagos and cash advances are only possible in urgent cases. On the other hand, do not carry excessive amounts of cash and avoid flashing around your cash money, as armed robbery is a common venture in Nigeria.

We trust to have informed you sufficiently, but should you have any questions and/or comments, please do not hesitate to contact your T.O.S. Consultant. This letter serves an informative purpose only. You cannot claim any rights based upon the contents of this letter. Although the contents of this letter have been drafted with due care, we unfortunately cannot guarantee that the contents hereof will be fully correct and up-to-date at all times.

We wish you a pleasant journey.

Sincerely,

Transport & Offshore Services Cyprus Ltd.