

FOREIGN SERVICE ASSIGNMENT INSTRUCTIONS

issued by

SEISMOGRAPH SERVICE LIMITED

for and on behalf of

GEOPHYSICAL COMPANY (JERSEY) LIMITED

OR

~~SSL LIMITED~~

To K.B. Taylor

- 1. Foreign Service Assignment Assistant Computer with Party 059
at present working in Brunei

Date of commencement of current period of foreign service 13.11.79

- 2. You will leave London(Heathrow) on 13.11.79 and travel in accordance with the itinerary from Hogg Robinson Travel

- 3. Particulars of tickets issued One-way Fare: London-Singapore-Bandar Seri Begawan
Note: Return tickets must be handed to your Party Chief for safe keeping

- 4. Medical Certificates to be carried:

International Certificates covering Smallpox, Cholera, Yellow Fever, Paratyphoid* and ~~Gamma Globulin~~ (*neither of which have International Certificates).

On arrival at Bandar you should be met. If not, telephone the Office on 037-2582. If there is no reply proceed by taxi to Kuala Belait (checking first to see if anyone else is travelling there as taxis are reasonably scarce). The drive is about 1½ hours and costs B\$60.00 (about £14) - Singapore \$ can be used.

In office hours (07.00-12.00 & 13.00-17.00) go to Brunei Shell Petroleum Company main office at Panaga (near KB) and ask for the SSL office in the Exploration Dept. At other times go to the Seaview Hotel and phone either KB. 3316 (Administrator's House - Bob Rudd) or Mumong 2279 (Bachelors House). You will then be picked up. If you cannot get through by phone ask behind the desk for details of how to find the above houses.

Mail should be sent to: SSL., c/o Brunei Shell Petroleum Co.Ltd., Seria, State of Brunei. J.M. Price is Party Chief.

- 6. Travel expenses necessary to journey may be reclaimed from the Company
- 7. The free allowance for your accompanied baggage on the air journey is 20 Kilos (44 lb) plus 20 Kilos at Company expense. Any in excess of these amounts other than Company Stores will be debited to your personal account. Unaccompanied personal effects may be sent by sea freight at the Company's expense.
- 8. Pursuant to Clause 16 of your Service Agreement with Geophysical Company (Jersey) Limited ~~or SSL Limited~~

- 1) You are hereby notified that, until further notice, your services are hired to Seismograph Service Limited.
- 2) Your recent period of hiring of your services to Seismograph Service (England) Limited having ceased, you are hereby notified that with effect from your services are again hired to Seismograph Service Limited until further notice.

Delete 1 or 2 as appropriate. In the case of a man already hired to S.S.L. on previous instructions, both can be deleted.

Signed J. B. Dayhaw
Personnel Manager

Employee's Signature K. Taylor

Remarks: Cost of passage to account

Routed:

- 1) Chief Accountant
- 2) Payroll Accountant
- 3) Personnel Department