



06 June 2017

To: Supervisor, Supplier Service Unit,  
Saudi Aramco Company - Dhahran

Subject: Supplier Portal Registration

Dear Sir,

We thank you for your attention and please find following details as requested for issuing new user of our portal account.

Company Vendor Number	0010060574
User Full Name	Kamal Aldin Hussain Bayouni
User Company Mobile	0506821958
User Company E-Mail	kamal@aeastenergy.com

Thanking you once again for your consideration.

Arabian East Energy Trading Est.  
Kamal Aldin H. Bayouni




**Information Technology User Access Request – Extranet Users  
(NON-Saudi Aramco Employees)**

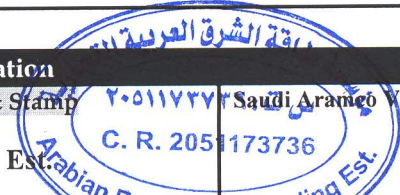
Section (A) User Information				
Last Name Bayouni	First Name Kamal Aldin	Middle Name Hussain	Saudi National ID 1099357889 Nationality : Saudi	Tel: 13- 864 2148 - 101 Mobile: 0506821958 Fax: 13- 864 7047
Email: kamal@aeastenergy.com			Designation: Executive Manager	
Network ID : <input checked="" type="checkbox"/> Create <input type="checkbox"/> Delete NETWORK ID				
APPLICATION ACTION REQUESTED: <input checked="" type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete <input type="checkbox"/> Renew <input type="checkbox"/> Other (specify)				


Section (B) Application Access		
Application Name:		Application Administrator: <input type="checkbox"/> YES <input type="checkbox"/> NO
	Application Role	Action Required (Add/Remove)
1	PURCHASING DOCUMENTS	Add
2	SUPPLIER COLLABORATION NETWORK	Add
3	VENDOR FINANCIAL DATA	Add
4		
5		

YES, I have read and accepted the Saudi Aramco Computer Use Agreement

**Kamal Aldin Hussain Bayouni** 

Applicant Printed Name and Signature \_\_\_\_\_ Date 08 Jun. 2017

Section (C) Employer's Information		
Company / Establishment Name & Stamp Arabian East Energy Trading Est. 	Saudi Aramco Vendor # (Vendor ID) 0010060574	Date: 08 Jun. 2017 Tel: 13-864 2148

Section (D) APPROVAL - SPONSORING DEPARTMENT			
Manager or Authorized Signature Approval Name & Signature Sultan Hussain Bayouni 	Department Name Sales Manager	Date 07 Jun. 2017	Telephone 13 897 3345

Section (E) COMPLETED BY		
Name	Signature	Date

# SAUDI ARAMCO COMPUTER USE AGREEMENT (NON-EMPLOYEE)

Saudi Aramco 9696 (09/2012) Front

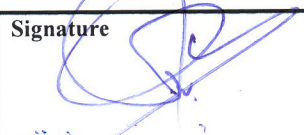

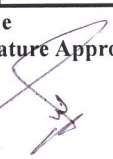
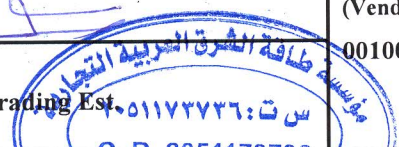
Issued by: Information Protection Management Division

In consideration of being authorized by the Saudi Arabian Oil Company (hereinafter referred to as "Saudi Aramco") to use and access the Saudi Aramco network, computing and communications facilities and resources (hereinafter referred to as "Saudi Aramco facilities and resources"), I hereby agree to comply with all the terms and conditions set forth in this Agreement.

- (a) Use of and access to Saudi Aramco facilities and resources is provided by Saudi Aramco, initially and thereafter, for authorized purposes only. I shall use or access Saudi Aramco facilities in accordance with the authorized use, and at all time, in an ethical and legitimate manner. I shall not attempt to use or access Saudi Aramco facilities or resources that I have not been authorized to use or access.
- (b) I will notify Saudi Aramco with changes to my personal mobile number which is used for two-factor authentication.
- (c) When a password or authentication code/device is assigned to me, I shall use it only for authorized uses. I shall take the utmost diligence to safeguard my password or authentication codes/devices. I shall change the password so that it is not easily guessed. I shall not share, write down, electronically store (without strong encryption), or otherwise disclose the password, authentication code, or any other device associated with any user ID assigned to me. I shall take precautions to ensure that no other person makes use of any Saudi Aramco facilities and resources with any of my user IDs and authentication codes/devices. If I become aware of, or suspect, a compromise of my password or authentication codes/devices, I shall immediately notify Saudi Aramco.
- (d) I hereby acknowledge that access to the Saudi Aramco facilities and resources is logged and is subject to monitoring and/or review at any time in order to assure that such use or access is in compliance with these conditions.
- (e) I shall ensure that Saudi Aramco information in any form is safeguarded. I shall not copy, or distribute to others, any Saudi Aramco information except as authorized. I shall not upload, publish, transmit or otherwise disclose any such information concerning Saudi Aramco, its operations and activities, on or through non-Saudi Aramco networks without written prior approval by Saudi Aramco.
- (f) I shall not use Saudi Aramco facilities and resources to access any computer data or computer site, or send or knowingly receive any electronic transmission that contains, pornographic, extremist/militancy, indecent, abusive, defamatory, threatening, illegal, or culturally offensive materials. I shall not use Saudi Aramco facilities and resources to access other company computer and communications facilities and resources illegally or unauthorized or for the purpose of hacking, intentionally distributing viruses or other disruptive behavior.
- (g) I shall not use Saudi Aramco facilities and resources for unauthorized access to, interference with or disruption of any software, data, hardware or system available through Saudi Aramco facilities and resources. I shall take reasonable steps, such as using updated anti-virus software, to prevent the transfer of viruses from my machine to Saudi Aramco facilities and resources before I connect to Saudi Aramco facilities and resources or download information or files to Saudi Aramco facilities and resources.
- (h) I shall not copy or download any material or any portion thereof protected by copyright without proper authorization from the copyright owner.
- (i) I hereby acknowledge and agree to indemnify and hold harmless Saudi Aramco from any and all liabilities in connection with my use of or reliance on Saudi Aramco facilities and resources or any material on or sent through the Saudi Aramco facilities and resources, including, without limitation, liability for any loss or damage, however caused, resulting directly or indirectly from use of or reliance on Saudi Aramco facilities and resources or any material on or sent through it.
- (j) I hereby acknowledge and understand that the authority granted to me to access Saudi Aramco facilities and resources is given and shall be utilized only in relation to the purpose for which it has been given to me or my Employer, whose Saudi Aramco Registration ID or Contract Number or PR Number is listed below. I hereby certify that I have read and understand the terms and conditions of the referenced Contract or Purchase Requisition, which govern confidentiality and use of Saudi Aramco facilities and resources.
- (k) I hereby acknowledge that any violations of the above Paragraphs (a) through (i) terms and conditions herein may result in loss of my computer access authorization, termination of any other privileges granted to me by Saudi Aramco, legal action in any jurisdiction or other measures as deemed appropriate by Saudi Aramco.

## ACKNOWLEDGEMENT:

YES, I HAVE READ AND ACCEPT THE SAUDI ARAMCO COMPUTER USE AGREEMENT (NON-EMPLOYEE).

<b>Name</b> Kamal Aldin Hussain Bayouni	<b>Signature</b> 	<b>Saudi ID/Iqama/Passport#</b> 1099357889	<b>Telephone</b> 13 864 2148 - 101  <b>Company Mobile</b> 0506821958	<b>Date</b> 08 <sup>th</sup> Jun. 2017
<b>Witness (Name &amp; Signature):</b> Yahya H. Bayouni 		<b>Saudi Aramco Vendor # (Vendor ID)</b> 0010060574	<b>Sponsoring Department Name Manager or Authorized Signature Approval</b>  Sales Dept. – Sultan Bayouni Telephone: 13 897 3345 - 102 Date: 07 <sup>th</sup> Jun. 2017 	
<b>Company Name &amp; Stamp</b> Arabian East Energy Trading Est. 				

Saudi Aramco: Company General Use DISTRIBUTION: Original – Sponsoring Department File	1 <sup>st</sup> Copy – Authorized User
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المملكة العربية السعودية  
وزارة الداخلية

بطاقة الهوية الوطنية  
نسخة ٣

كمال الدين بن حسين بن يحيى بايوني

الرقم ١٠٩٩٣٥٧٨٨٩

تاريخ الانتهاء ١٤٤٢/١٠/٢٩ هـ

جهة الإصدار الخبر

مكان الميلاد الخبر

تاريخ الميلاد ١٣٩٨/١١/١٧ هـ

رقم الحفظ ٨٣٣٤

جهة الحفظ الخبر

تاريخه ١٤١٩/٠٢/٠٨ هـ

1099357889

