

Memorandum



To:	All employees
From:	John Smith CEO
Date:	6 September 2021
Subject:	New Head Office

Dear all,

As you know, we recently sold our Mining Technology business. MPC Kinetic now has a clearer strategic focus on LNG, renewables and major utility infrastructure, so its timely that our existing businesses lines take the next step to come together to deliver on company goals.

To that end, I'm pleased to let you know that we will be combining our current Brisbane offices at Albion and George Street into a single location. Our new combined Brisbane head office will be located at **15 Marshall Street, Fortitude Valley**.

Our offices at 60 Kingsford Smith Drive, Albion and 199 George Street, Brisbane will not be used from today. Brisbane based office personnel will be working from home for the next 1-2 weeks until we move into the new head office at Marshall Street later this month.

The construction Plant Yard will remain in Eagle Farm, Brisbane for the moment. However, we are taking further steps to centralise our Group Plant function, in particular to optimise the service delivery to our core LNG business in the Surat Basin. This includes relocating the construction Plant Department to Toowoomba at our existing Wellcamp Facility with our Well Servicing Rigs, Well Equipment Solutions and Product Development teams in the near future.

Regards,

A handwritten signature in black ink, appearing to be 'John Smith', written over a horizontal line.

John Smith
Chief Executive Officer

