



Gateway Energy Coke Company
2585 Edwardsville Road
Granite City, IL 62040

November 17, 2009

Dear Gateway Energy Coke Company Vendor:

Gateway Energy Coke is pleased to announce several improvements in the way vendor health and safety data will be evaluated and monitored. These improvements will be gained through an expanded relationship with ISNetworld. **ISNetworld** (www.isnetworld.com), will assist Gateway Energy Coke's vendors to understand and fulfill vendor record keeping requirements for Gateway Energy Coke Company.

All Gateway Energy Coke vendors that receive this letter **are required** to comply with the following requirements in order for Sunoco to receive and evaluate your company's Health, Environmental and Safety (HES) information. Please follow these instructions to ease your transition:

A subscription to ISNetworld is required. If you are a current subscriber to ISNetworld, then there is no additional fee. If you have not subscribed to ISNetworld, we require you to contact ISNetworld immediately at **(214) 303-4900 or (800) 976-1303** to initiate the subscription process. Your ISNetworld subscription will provide Gateway Energy Coke access to the following required information:

1. **HES Questionnaire Management** - ISNetworld contains the Management System Questionnaire (MSQ) which will be utilized to gather your company's HES data. The MSQ will replace all previous Sunoco HES (PQF's) – Pre Qualification Packages sent to your company.
2. **Review and Verification**– ISN Review and Verification Services (RAVS) will review your written health and safety programs for compliance with regulatory and/or Gateway Energy Coke standards. You will be required to submit to ISN RAVS copies of your company's written health and safety programs. ISN RAVS will also verify your company's OSHA and EMR statistics. (See Document Submittal instructions below)
3. **Document Submittal** - Sunoco will use ISNetworld to track and verify your company's *Insurance Certificates, OSHA Forms (300 and 300A), and EMR Letters*. During your subscription set up, ISNetworld will explain how to submit your current Insurance Certificate as well as OSHA forms and EMR letters from the past three years, directly into ISNetworld and make those documents available online to Gateway Energy Coke Company.

Your company is required to complete the ISNetworld requirements by **December 31, 2009** to ensure that your ability to work with Gateway Energy Coke is not compromised. If you have any questions about ISNetworld, contact the ISNetworld Team at (214) 303-4900 or (800) 976-1303, or email CustomerService@ISNetworld.com.

Thank you for your cooperation.

A handwritten signature in black ink, appearing to read "Robert Parnell".

Robert Parnell
Vice President and General Manager
Gateway Energy Coke Company