TOK STEAMIES



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YEAR IN REVIEW



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EDITOR'S Note

In the vast expanse of our organisation, each division and department are cogs in a well-oiled machine, working behind the scenes. While we might be familiar with our immediate teams and points of contact, there is often limited visibility into the achievements, challenges, and relationships we establish in other divisions and our communities.

Partnerships – Relationships – Communities tie well with the work we are continually doing as we have been challenged to double the size of the business.

Tok Steamies will always be about keeping our dedicated readers informed, entertained, and educated on our milestones, challenges, and victories.

Our editor concludes the last issue of Tok Steamies for 2023, reflecting on another busy and rewarding year. By shedding some light on the partnerships, we have built within our communities, the accomplishments, and endeavours of various divisions, we cultivate a sense of collective pride and unity to enhance the endless collaboration of understanding business goals and challenges. It has been proven to spark creative synergies and collaborative ideas; one such example are the new joint-venture partnerships. In this issue, we introduce two new business who have joined the Steamies family, Raitpla Property Management, and Hebamo Transport, the joint venture with EastWest Transport and Laba Holdings. We share more short stories highlighting our Lae and Port Moresby Family Day and Christmas celebrations, and of course, more initiatives on saving carbon emissions and reducing plastic waste in the Sustainability space. Projects to open in 2024 are highlighted, not forgetting the wonderful staff that are breaking barriers in their own rights. We congratulate you all!

Incorporating these updates not only ensures we have greater visibility on front, but also celebrates the multifaceted achievements that drive our company forward. We give credit where it's due, and rightly so amongst our divisions and departments, no matter how small or big. They each play a pivotal role in our collective success!

A huge thank you to everyone who contributed to writing our wonderful and inspiring articles, without which there wouldn't have been a newsletter issued.



2023 YEAR IN REVIEW.

From an eventful quarter one, to a conservationfriendly break followed by ground-breaking conversations on the formation of new joint ventures and partnerships, these are the moments and milestones that defined the past 12 months. Join us as we revisit these events and reflect on the challenges we faced, successes we celebrated, and barriers we overcame, as we expanded as a business.

2023 was a year of turning points, and stalled project progress as the business strived with a series of cascading challenges that set us on a stage for doubling the business's size. Ongoing projects and new bursts of undertakings sped up the business growth, realigned targets and further created awareness for the business presence in the Hospitality, Logistics and Property divisions. The pace was so fast, that a full year has lapsed. We embrace the highs and lows to the moments that are continually reshaping our future.

The year also proved that the era of "expansion and acceleration" has arrived, as Managing Director, Rupert Bray announced during the bi-annual MD's townhall. It was just the beginning to a prosperous 2024.



JANUARY

 The Annual Scott Cup Qualifiers were held at the Royal Port Moresby Golf Club. Over 40 players participated. Congratulations to Satish Kumar who took out the top prize, flying to Hong Kong to represent PNG amongst the Swire affiliates in the Scott Cup. Special mention must go to Ms. Alice Sibiake from Swire who won the Nathan Swain Memorial Shield.

FEBRUARY

- Steamships sponsors the Throwdown in Vula'a XFit games.

MARCH

- Early during the year, Steamships was a major sponsor of the annual Hiri Moale Festival celebrating 49 years. As a major sponsor, the relationship between Steamships and the Motu-Koitabu villages continues to grow through our community engagement activities – the Baruni Classroom Opening at the Buk Bilong Pikinini Library learning centre in March was a classic example.
- Steamships and Gateway Children's Fund open the CGP-sponsored double classroom at Wildlife.
- Our new look and multilingual Tok Steamies was launched.
- ENZO's celebrate 2 new store openings at Jacksons Airport and Downtown.
- Towards the end of the month, a celebration in honour of International Women's Day, we highlighted the extraordinary women within our organisation who excel not only at work, but also outside of work.



FEATURE STORY



APRIL

 A quiet but preparatory month for the series of events that were to follow in the succeeding months. Grand Papua renovations are well underway through Phase 1 – renovations at the poolside, and outdoor bar deck to connect exterior and interior bar.

MAY

- Quite frequently you would have noticed the significance of social wellbeing and welfare of staff through the Steamies Tri-Series: mixed netball kickstarted all social and physical activities in active participation from all divisions.
- Breaking more barriers in maritime, we embraced support for our "pawa meris" across our shipping divisions in celebration of International Women in Maritime Day. We welcomed back the golf pros for the PNG Open – a key corporate event, hosting our clients at the Royal Port Moresby Golf Club.





JUNE

- We reached mid-year with our joint-venture of Gulf Maritime Services Memorandum of Understanding signing. Officially signed on the 14th of June, at the Grand Papua Hotel, the occasion was significant for the Gulf Provincial Government, Gobe Freight Services and Steamships in providing quayside, maritime and land logistics support to the Gulf province, but importantly in preparation for the Papua LNG project phase.



 Our commitment towards sustainability was celebrated globally, which we dubbed "World Environment Week" as three key events for World Environment Day, World Oceans Day, and Coral Triangle Day. Festivities began with a cleanathon held in Kimbe, on Ela Beach and throughout Motukea, planting trees at Sana Peace Park, supporting 'CDC's #1milliontrees campaign ending with Coral Triangle Day where Steamships HSSEQ Group Manager Carol Aigilo was on the judging panel in an UN-run High School Debate competition amongst NCDC schools.





FEATURE Story

JULY

- To show support for World Mangrove Day, Steamships engaged with Coastline Care and The Nature Conservancy to plant over 100 mangrove seedlings with children from Buk Bilong Pikinini Baruni and Vabukori library learning centres. This month, the team and children learnt about the effect of climate change on receding coastlines, the importance of mangroves to food security, protecting the coast and depleting marine ecosystems along the coastal villages.



AUGUST

 Annually held on the outskirts of Central Province, Hula village, a friendly cricket match with the Hula Lighthouse Cricket team attracted support from Steamships and Swire staff. Although losing to the home team, it was a lovely time out in the sun enjoyed with good food, good company, and perfect weather.





SEPTEMBER

- Happy Independence PNG! Red, yellow, black and white colours, feathery "bilas" with traditional "kaikais" held at all our business divisions, coming together to celebrate our country, PNG.
- Another new business was added to Steamship's property portfolio Raitpla Property Management, offering property management, leasing, and project management services to Nambawan Super Limited's properties in Port Moresby.

OCTOBER

- Steamies 7s and touch competition the biggest gathering of staff players and fans in the final event of the Tri-Series, promoting good sportsmanship, and teamwork, imperative to maintaining team morale and company culture. The National Football Stadium came alive with competitive spirits, revealing ambition for the 29-year-long tradition and a lot of energy for the MD's cup.
- Steamships LogDiv achieves full ISO certification.





NOVEMBER

- Steamships Family Day- We all had a wonderful time, participating in a plethora of games and activities throughout the day, with the famous and highly regarded tug-of-war being the highlight.
- Officially live on the 24th of November we unveiled our brand-new website enhancing the experience of all our users. The revamped look is aimed at providing seamless browsing at your fingertips and providing information to all our stakeholders, partners, and online viewers.

DECEMBER

- Adding to GMS, a MoU leading to the creation of a new joint-venture company, Hebamo Transport was signed at the margins of the 17th PNG Resources and Energy Investment Conference in Sydney focusing specifically on logistical support to the Papua LNG project.
- Steamships' Logistics purchase valued at approximately K80 million, for three (3) tugs and two (2) barges: "MV Yelia, MV Aird Hills, MV Lolo, CEL 201, CEL 501 and CEL 502", supports Steamships vision to be the partner of choice for the Papua LNG projects.

OUR PEOPLE

COMPARE I AM GRATEFUL FOR
THE OPPORTUNITY TO
OWN THE SKILLS I AM
LEARNING.

A HIGH ACHIEVER - <u>ROFU UKUNAS.</u>



Rofu Ukanas is a proud dad of four, and a Junior Accountant with the Steamships Head Office Finance team. From Henganofi in Eastern Highlands Province, Rofu calls Port Moresby home, as the big city was where he was born and bred.

Rofu, an accounting graduate from the School of Business & Public Policy at the University of Papua New Guinea, is currently studying to be a Certified Practicing Accountant (CPA) with CPA PNG, a professional accounting body in the country for Accountants.

Rofu joined Steamships on 4th July 2022 as a Tax Officer. While attached to the Tax team, Rofu achieved two milestones for the company through collaboration with his team.

- 1. Successfully obtained Large Tax-payer Office (LTO) status with the IRC so that Steamships Ltd has its own account manager and all tax issues of the company can be prioritized and directed to the manager.
- The amalgamation of PacTow with Steamships Ltd for tax reporting and compliance. This was instrumental in settling old outstanding tax issues for the Steamships Group through penalty remission which resulted in the company saving K100,000+ in tax penalties.

Later in August 2023, Rofu transitioned from Tax to Finance as a Junior Accountant, a promotion that was well deserved.

For accountants, receiving the internationally recognised status of CPA is a professional achievement with high competence and in-depth and qualitative accountancy knowledge and skills. Rofu has so far completed 4 modules and looking forward to completing the last 4 modules in 2024 and being a CPA member by 2025. He is a proud recipient of the award of Academic Excellence in Foundations of Accounting scoring 84%, qualifying as the Highest Distinction presented to him during the 2023 annual PNG/Australian CPA Conference at the Stanley Hotel.

Rofu's CPA High Distinction award reflects the commitment put towards his personal development within the business. It also highlights Steamships' commitment towards employee career development.

"I am grateful for the opportunity to own the skills I am learning, as the role is demanding, and new challenges always arise," said Rofu.

Maintaining a dedicated approach to his career, Rofu is commended for achieving excellent results in his CPA exams, multitasking work, and progressing in his role as Junior Accountant, and school. Daily tasks include reviewing and posting transactions to correct GL accounts, reclassing, bank reconciliations, asset ID creation for CAPEX, creating debtor/creditor accounts, reference change and month-end tasks while reporting to the Chief Accountant. His dedication through attendance and enthusiasm for completing assigned tasks on time keeps Rofu motivated and striving to contribute to his teams' successes.





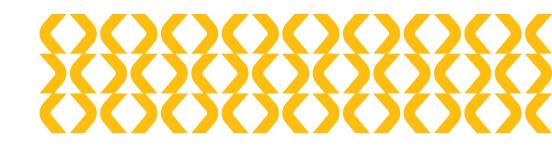


DOUBLE QUALIFIED IN ACCOUNTING -CHELSEA ROMO.

In 2021, Tok Steamies featured Chelsea Romo, the only graduate who was successfully recruited to the 2017 Graduate Development Program (GDP) under the Management Pathway. After the completion of her 3-year GDP Management training, Chelsea has triumphed and climbed the ranks from Junior Accountant, Accountant and now Senior Accountant, having achieved both CAT and CPA status and working with Joint Venture Port Services (JVPS).

She attests the success of her career path to the positive business culture of an open-door policy. "JVPS' General Manager is very supportive and is a teacher to everyone. He is open to everyone and sees the potential in each staff member," says Chelsea. She also credits the progression of her career to her mentors Philip Bidar and Samson Nilkare who have been nothing short of helpful to her success and career goals.

OUR PEOPLE



Throughout her experience in the GDP, Chelsea rotated through various roles in logistics operations, hotel reservations, and safety before completing her final rotation at JVPS in 2021. This was also the year that Chelsea completed her Certified Accounting Technician (CAT) Certificate, for non-accountants, and further applied to complete her Certified Practising Accountant (CPA) certificate in 2023. Despite pursuing the Management pathway, her zeal for learning numbers was not short of her dedication to completing CAT. Scoring High Distinction in the Strategic Management Accounting Module in Semester 1, Advanced Audit & Assurance, Chelsea is a product of perseverance and pushing barriers of learning beyond your regular tasks.

Being qualified as both a CAT and CPA practitioner, Chelsea developed a unique style of management that helped her excel in her professional career.

Chelsea was fascinated with how Pronto works, how accounting balanced out and was always eager to dive into the deep end of numbers and calculations when she joined Steamships. She would ask a lot of questions and pursue her curiosity for numbers through watching senior staff perform simple accounting processes.

In 2023, Chelsea received a CPA High Distinction at the CPA Conference, winning a K500 cash prize voucher sponsored by Institute of Business Studies University (IBSU). She impressively completed the exam described as "a walk in the park" having finished the paper in just under 45 minutes. Her efforts towards studying and completing the exercises and lectures given during revision classes were a priority throughout the semester, and it paid off. Being an accomplished achiever, reaching CPA status is now a dream come true and a success for her small family as she has well managed her work-life balance and proven that anything is possible.



ContinuousImprovement andImprovement andBE READY TO ADMITWHEN YOU DON'TKNOW ANYTHINGSO YOU WILL LEARN.

We asked her what lessons she holds dear to heart, and her response was, "Always be open to continuous improvement and be ready to admit when you don't know anything so you will learn. Ask & seek help from senior staff and peers to educate yourself on processes that you are learning." She also is a proven record of someone who accepts new challenges/tasks but always taking it head-on with enthusiasm and always being open-minded about the solutions being provided.

Chelsea's success is owed to her positive outlook in life. Despite the challenges of being a full-time mum, she can manage a good work-life balance through time management and demarcating between her personal time and professional time which she equally distributes.

"The environment you work in and are nurtured in helps you prosper by associating yourself with supportive managers."

Chelsea is a Certified Accounting Technician and Certified Practising Accountant fully registered under CPA PNG and has an extensive knowledge of financial reporting, financial statements reporting, and budgeting, for JV Hire Company.

Congratulations Chelsea on scoring High Distinction in your CPA exam!

OUR PEOPLE

MOREA'S DEDICATION TO PACTOW.

Morea Avuru is the Life-Raft Manager in the Life-Raft Services department of Pacific Towing. Morea is an energetic and enthusiastic person who always greets his clients with a smile and is hospitable to all staff who visit the Life Raft section.

Morea recently received a certificate and acknowledgement for being one of Pacific Towing's longest serving employees, celebrating 31 years of service. Morea joined Steamships in 1996, as a Life Raft Technician, but prior to his formal employment was engaged with Steamships since 1992 as an intern. Morea vividly remembers when Pacific Towing was operating out of the PNG Ports Main wharf, stacked away in the yellow warehouse.



COMPANY EVOLVE AND
CHANGE OVER MORE
THAN 3 DECADES.

During Morea's tenure with Steamships, he has grown into a role that experienced various management styles – however, work has never been better with the leadership of Neil Papenfus. Morea credits the hard work, time, and dedication of Neil towards the changes in the organization. His day-to-day tasks include taking inventory of the life raft stock, servicing, and pyrotechnics.

Despite being a leading supplier and servicing station for life rafts in the country, economic challenges in the supply of Foreign Exchange (FX) are affecting the restocking and turnaround time of the supplies. Nonetheless, customer service and relations are areas that Morea strives to keep as a priority when dealing with PacTow's customers and resolve FX issues by working closely with PacTow's Finance team.

Emerging from an era that was just being introduced to use computers, he can confidently affirm that his literacy rate has drastically improved to when he was first introduced to using computer systems and technology to support his job. Today, Morea is the Manager and has trained on his staff to utilise the tools to monitor and track stock on a digital system.

The future is looking bright for PacTow and means his department – Life Raft & Life Raft servicing can grow due to an increase in demand to supply life rafts. Pacific Towing's plans to re-fleet and expand its base including two new tugs, will mean more business for the company and Morea says he has confidence in the current Management of Pacific Towing and Steamships to direct the progress going forward in the next five years.







KNOW YOUR CSH – HOTEL MANAGERS.



TIMOTHY NEWSON

Ela Beach Hotel Ela Beach Road, Port Moresby



PAUL REDMOND

Gateway Hotel and Apartments 6-mile, Port Moresby



SAIF JUGARI

Highlander Hotel Mt Hagen, Western Highlands



ROBINSON LAMBERT

Cassowary Hotel Kiunga, Western



HENAO GARO

Huon Gulf Hotel Lae, Morobe



EDWIN MASON

Bird of Paradise Hotel Goroka, Eastern Highlands



OUR Projects



A SEAMLESS BLEND: COMBINING A GLOBAL BRAND WITH <u>COMMERCIAL SPACES.</u>

Harbourside South and Marriott Executive Apartments have made excellent progress and are on track to complete the interior fit-out works, in preparation for pre-opening. From conception to implementing ideas into reality and finally a grand opening ribbon-cutting, the process of running and officially opening the mixed-use project demands thoughtful planning and a clear vision.

There is not even a single success story without meticulous planning, aligning milestones and tedious orchestration of work on the ground covering important activities – ensuring brand visibility, hardware and furniture pre-set, and commissioning services that are functional and meets the user's expectations for experience.

In Tok Steamies Issue 70, we featured the Harbourside South Development project with major project updates highlighting the firstever commercial mixed-used development for Steamships. It's no surprise the project progress has been impressive with preparations for pre-opening nearing by the end of Q1, setting the benchmark for developments in the South Pacific and Papua New Guinea.

Commercial

Fully tenanted, the six commercial offices have reached 100% occupancy just months before opening, having attracted various big-name organisations vying for an office space in HSS.

Retail

Honor, Glow Boutique and Hauslain Box Retail are a few of the tenants occupying the retail floor (Level 3) of HSS, having wasted no time in ensuring fit-outs are underway with aesthetic and branding visibly appealing. HSS retail elevates the Harbourside Precinct, expanding the Harbourside East and West hospitality offering.





Marriott Executive Apartments

The strategic inclusion of global brand –Marriott, through the Pacific's very first Marriott Executive Apartments amplifies the allure and commercial viability of Harbourside South.

Sherry Maglasang is the Opening General Manager of MEA, assuming the role on the 5th of October 2023. Sherry is no stranger to major brand launches, as she has opened and revamped various properties, including Marriott properties in the Asia-Pacific region, and claiming this is a "clean slate" for her as it has its own unique sense – the structure being built before the brand came. "When you have a global brand like Marriott, there are standards that need to comply to find the blend and strike equilibrium, especially when breaking ground in the Pacific region."

Steamships signed a franchise agreement with Harbourside Development Limited (HDL) and MEA, the inclusion of MEA stands las a pivotal contributor and "gives you an idea of how the brand will adjust in this venture, moving forward together." This offering supports and shapes dynamic urban ecosystems for development in Port Moresby.

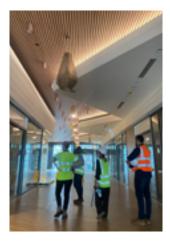
"I have approached this role with positivity and open-mindedness, rolling into the punches and knowing what the brand requires can be tricky."

OUR Projects



With pre-opening fast approaching, the MEA team has been established and is undergoing training to build trust, camaraderie, establish effective communication channels, respect, and live MEA core values in daily work. The 24-person team was handpicked and equipped to fully live out Marriott's standards: pursue putting people first, excellence, acting with integrity, embracing change, and serving the world. "Marriott believes that if you take care of your associates, your associates will take care of your customers and if your customers are happy, they will keep on coming back and the owners are happy – a full circle." We are sincere, we are gracious – a message transcending from individuals to the Marriott family. Marriott's values coupled with Steamships' core values continue to believe in local talent and are a daily motivation for the staff at MEA.

Although pre-opening is set, Sherry is now aiming to finalise "going live" as a system hotel in the Marriott global system and accommodating guests with revenue. The clientele expectations are high and will challenge the team to elevate property value on the market while fostering cohesive environments to live, work and thrive.







"As opening GM, I believe in the Marriott offering premium service," says Sherry. Within this framework, the MEA team has prepared well with the Marriott brand emersion and progressing with self-actualisation and character building to understand and create the working culture. The team has further jumped into shaping service, as a prerequisite training for all staff, where the brand will speak out more, subjective to the roles of each staff.

It's not all physical changes on site in the 88-serviced apartments. Onboarding is well underway registering staff in the digital ID system (EID) and the Marriott Global Source (MGS), an online platform system that merges staff training and further certifies compatible work performance.

The priorities that lay immediately forefront for the MEA team now focuses on rolling out the Property Management System and carrying out a simulation exercise for selected tenants. In addition, plans are in place for securing marketing on all Online Travel Agencies (OTA), websites and online platform.

For our clientele, whether you're working internationally, relocating, or travelling, the MEA serviced apartments will delight you with space to live and redefining long stays at the comfort and service of friendly and knowledgeable staff. The spacious floor plans will also upgrade the local business hub for commercial spaces to an international level. Moreover, the longevity and sustainability of the project by optimising land and promoting resource efficiency of the building services plays an important role in providing a new user experience tenant.

The project is a testament to the success of mixed-use developments harmonises commercial, residential and hospitality – an exemplified marvel for visitors the Harbourside precinct.



PACTOW ASSISTS MARLIN SICILY OIL TANKER.

In October, Pacific Towing delivered its biggest and most successful towage job yet – dubbed as the project highlight for Q4. The talented PacTow team executed a triple-tug assist of the largest crude tanker to enter PNG, 274m-long Suezmax tanker.

Suezmax tankers are the largest ships that can transit the Suez Canal, having lengths up to 275m long and dead weight tonnage (dwt) up to 120,000 for carrying large quantities of crude, oil, and fuel to port facilities. The demand for fuel in PNG's growing industries such as shipping, and land transport also highlights the need for more Suezmax tankers in the country as they have proven to be more economical and efficient in importing fuel.



In the early hours of the morning, 40 seafarers boarded, the three tugs: Keera, Langila and Werra, were accompanied by line boats: Bam and Buru. The team through meticulous planning and briefing executed assisting the massive Puma tanker "Marlin Sicily" on arrival from fuel import and escorted safely across Fairfax Harbour to berth at the Napa Napa refinery jetty. A job that took no longer than a day, the "Marlin Sicily" was able to discharge her fuel at the Puma refinery – putting on a show.

The project not only was the largest, but it was also significantly led and executed by Papua New Guinean Tug Master – a graduate from PacTow's Cadetship Programme, Emmanuel Simoi. The company is pleased with Simoi's success, and his career progression portrays the belief and faith in young talent – building talent for building businesses, showing the investment for seafarers. The entire operation was headed by Papua New Guinean tug master's also on Werra and Langila. PacTow not only boasts in the push for Nationalisation in its managerial positions, but also drives an all-Papua New Guinean workforce that's centred around giving equal opportunity to its staff.

As reported, the unberthing of Marlin Sicily, did not require assistance by Langila, making this an easy departure with assistance of Keera and Werra due to the improved weather and better tidal conditions. For a job of such size, considerable and careful planning was put into the voyage berthing and unberthing and begun prior to the vessel's arrival into PNG waters. It is also evidence of the collaboration between multiple parties: Puma Energy, PNG Ports Corporation and PacTow making the job a successful one.

PacTow Commercial divers who were also deployed on the job ensured the fuel transfer was safe and on standby with fuel pollution prevention services. Oil spill booms were made available; however, the transfer was carried out swiftly and no spills were recorded.

OUR Community

BUK BILONG PIKININI GRADUATIONS 2023: VABUKORI, PARI, AND BARUNI.

It's graduation time across the Buk Bilong Pikinini (BbP) LLCs in the National Capital District and Central provinces. BBP hosted these momentous occasions between 4th – 6th December 2023 in the Pari, Baruni and Vabukori LLCs for all Year 2 students, with special appearance and speeches from Steamships Corporate Affairs representatives.

Graduation gowns and hats in green and black, polished shoes, a fresh new haircut for the boys and stylish hair plaits of little girls were seen upon entering the Buk Bilong Pikinini end of year graduation Ceremonies. A feeling of pride overwhelms parents as people congregate and fill the arena to participate in this annual program. The children are seated alphabetically by the Library Learning Centre (LLC) teachers, for orderly procession as each student is called up to receive their award.

Over the past decade, Steamships continues to strengthen the partnership with BbP in the Motu-Koita villages, through financial and administrative support. With the recent opening of Baruni LLC, the commitment to increasing literacy rates in these recipient communities, although small, has been impactful to the lives of the children. **Pari:** The literacy levels and confidence of children have flourished at Pari LLC. Established in 2021, the teachers at the LLC have educated an incredible 166 children equipping them with the skills to read and a loving desire to learn.

Baruni: We were proud to have participated in the inaugural graduation of the Baruni Library Learning Centre, which opened in March 2023 and has graduated 55 students. The certificates were presented by BBP Board Director Mia Bray. Seeds of encouragement were planted to feed their curious minds with lots of reading and continue learning through the Buk Bilong Pikinini Library.

Vabukori: Kind words motivating parents of the 53 graduating students were presented by Ms Molly O'Rourke, President of the Vabukori Women's Development Association, who complimented encouragement to their parents to support learning. The LLC went on further to host a mini "kaikai" to celebrate the graduation ceremony, with all children presenting a dance item to conclude the program.

The curious learners and graduates were left with special messages about being a beacon of hope in the communities they lived in, and to expand their full potential through reading and writing. Invaluable wisdom and advice were also given by the LLC teachers and local community leaders.



<image>

OUR Community

CONTRACTING IN THE WOMEN IN MARITIME PROGRAMME IS AN INVESTMENT STEAMSHIPS IS DELIGHTED TO HAVE COMMITTED TO.

FEMALE CADETS BREAKING SOCIETAL NORMS.

There is no field where women have not shown their worth. Women have shouldered all kinds of responsibilities thrown at them with grand success and the growing number of women in maritime is a small but growing phenomenon.

In December, aboard the MV Moresby Chief, a small yet momentous ceremony was held to congratulate and recognise eight female Papua New Guinean seafarers who completed the Women in Maritime scholarship program, graduating to be "Officers of the Watch", in the presence of Australian High Commission's Minister Counsellor, Penny Morton.

The graduation ceremony was attended by several guests, including Australia Awards PNG Program Director, Rebecca Gitsham, Swire Shipping General Manager – Pacific, Randy Selvaratnam, General Manager of Pacific Towing, Neil Papenfus and Steamships Corporate Affairs General Manager, Vele Rupa. Established in 2021, the Women in Maritime program has successfully graduated 34 seafarers. Women in Maritime is an ongoing partnership between partners: Pacific Towing (PacTow), the Australian Government, Consort Express Lines (CEL), and Swire Shipping.

"Together, we are not only fast tracking the careers of young female seafarers, but we are also strengthening PNG's maritime sector which plays a crucial role in driving PNG's development. Investing in the Women in Maritime programme is an investment Steamships is delighted to have committed to," said Mr. Rupa

The cadets undergo classroom and practical training comprising of onshore and offshore experience including a year of critical sea time. The women complete their PNG sea time on PacTow and CEL vessels. The exposure to international ports such as Singapore, Vietnam, Australia, New Zealand, and Thailand on Swire Shipping vessels, is complementary to the sea time experience each cadet receives.



OUR <u>Community</u>



The programme is not only helping bridge and remedy maritime workforce gaps and shortfalls, but also improves gender equality in the maritime sector by providing opportunities for aspiring women seafarers.

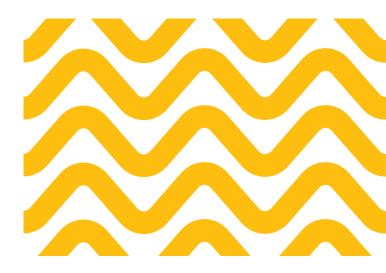
PacTow General Manager, Neil Papenfus describes the Women in Maritime program as "a pioneering initiative that is helping train PNG's next generation of seafaring professionals." He says that "the new Officers of the Watch will help alleviate the problem of workforce shortages in PNG's maritime sector, and that their skills and knowledge will benefit PNG for decades to come."

Seafaring is conventionally a man's world and women fear to take up this role as it is an arduous task that requires mental, physical, and emotional preparation. It requires strength and courage with a strong determination to succeed and the eight have proven to be brave in taking up this daunting career. The persistence has finally paid off and are breaking stereotypes and foraying into the maritime world.

The new Officers of the Watch look forward to making positive and vital contributions to PNG's maritime industry, settling positive examples to other young aspiring seafarers. Congratulations to the eight new Officers of the Watch

- Naomi Erowa
- Karen Kariha
- Carol Wallan
- Make Wania
- Melanie Yambun
- Katrina Komboi
- Eunice Tuwe
- Debbie Aina

Steamships and PacTow supports the Women in Maritime program full-time with 34 women that have been awarded a scholarship as either a Deck or Engine cadet. A further six women will commence the program in 2024. **CONTRACTOR OFFICERS OF THE WATCH WILL HELP ALLEVIATE THE PROBLEM OF WORKFORCE SHORTAGES IN PNG'S MARITIME SECTOR, AND THAT THEIR SKILLS AND KNOWLEDGE WILL BENEFIT PNG FOR DECADES TO COME.**



OUR <u>Community</u>



Figure 1: CP PNG team & SP PNG Hunters team featuring co-captain Illa Alu in centre.



Figure 2: CP PNG Health Educator, Vincent Memafu & Dr. Rabbit demonstrating proper Tooth Brushing steps.



Figure 3: SP PNG Hunters, co-captain Illa Alu demonstrating proper hand washing steps

BRIGHT SMILES, BRIGHT FUTURES.

At Colgate, we believe that every child and their family have a right to a lifetime of healthy smiles. We recognize what contributes to a good oral health care practice by championing a brighter future for children & their families through one of Colgate's most impactful oral health initiatives called 'Bright Smiles, Bright Future's (BSBF) Program. A flagship initiative which was created with the aim of spreading awareness among children about the importance of oral health habits, basic hygiene & diet.

Globally, since 1991, Colgate's Bright Smiles, Bright Futures (BSBF) Program has reached more than a billion children in over 80 countries. In Papua New Guinea, Colgate's BSBF Program has reached over 2.5 million children nationwide since its inception in 2010.

The "Bright Smiles Bright Futures" (BSBF) school program is a year-long program focusing on educating children and adults on the importance of good oral health & hygiene and highlights our four key messages:

- Brush twice a day for Strong Healthy Teeth
- Use a fluoride toothpaste.
- Limit your snacks &
- Visit a dentist regularly.

The program is also incorporated with the Protex 'Clean Hands, Good Health' (CHGH) school program focusing on hand hygiene leading to positive basic hygiene practices at an early age. The BSBF and CHGH school programs are well supported locally.

Each participant received a kid's toothbrush, an adult toothbrush, a toothpaste sachet, and educational flyers on toothbrushing and handwashing.

We continue to reach our local schools and communities giving them a reason to have a COLGATE SMILE & CLEAN HANDS, GOOD HEALTH.

As we move forward, our hope is to witness an increasing number of participants each year because at Colgate we believe everyone deserves a future they can smile about.

OUR Community

GERMAN EMBASSY PARTNERS WITH STEAMSHIPS.

By: Hane Toua

Steamships and the Embassy of the Federal Republic of Germany announced a partnership to fund the redevelopment of <u>Vula'a</u> Elementary School in Hula, Central Province, Papua New Guinea, on the 5th of December 2023.



COMMUNITIES.

The joint effort will support the implementation of a community-based comprehensive redevelopment plan that includes the construction of a double classroom equipped with new classroom furniture by members of the community. The project funding encompasses the procurement of building materials, freight, and cartage as well as any other project-related costs.

The collaborative initiative aims to enhance education infrastructure and community empowerment, fostering a conducive learning and participation environment for the young minds of the community.

Steamships Managing Director, Mr. Rupert Bray, expressed enthusiasm for the project, saying, "Steamships recognizes the importance of investing in education and infrastructure to empower communities. The investment at Hula, enables 60 more children to access education services and creating a lasting impact in the community. We are appreciative of the support with the German Embassy in Canberra for this school project, through partnership we can achieve more."

The total project value amounts to K168,000 with the Financial Support for Micro-Projects valued at €25,000 (approximately, K100,000) and Steamships contribution of K68,000.

"Ensuring equal access to quality education is pivotal in shaping a sustainable future for young minds and their communities," stated the Chargé d'affaires of the Federal Republic of Germany to Australia, Sigrid Sommer. "The German Embassy Canberra is proud to partner with Steamships and the Hula community in this important initiative, which aligns with our long-term commitment to supporting sustainable development in Papua New Guinea."

The redevelopment project holds the promise of not only providing essential infrastructure but also fostering a sense of pride and enthusiasm among the students, educators and members of the community that jointly constructed the building. The improved facilities are expected to encourage greater attendance and participation, thereby contributing to a more vibrant and engaging educational experience.

The German Embassy Canberra and Steamships are committed to the successful execution of this initiative and look forward to witnessing the transformational impact it will have on the Vula'a Rivilina Elementary School and its community.





SWIRE SCHOLARSHIPS LAUNCHED.

By: Hane Toua

On Wednesday 8 November 2023, John Swire & Sons (JS&S) Limited announced the launch of two new scholarships: Swire University Scholarships and Taikoo College Scholarships.

The fully funded scholarships enable Papua New Guinean students to access financial support for vocational and tertiary studies for academic year 2024. The scholarships fall under the Swire Higher Education Scholarships Programme which is part of JS&S increased community engagement in PNG. The philanthropic engagement focuses on education and covers support to initiatives across various education pathways. JS&S PNG Limited are major investors of Steamships Trading Company Limited (Steamships). Steamships administers the scholarship programme on behalf of Swire.

Speaking about the importance of this programme, Managing Director of Steamships, Rupert Bray, said, "This investment demonstrates our commitment to enabling young Papua New Guineans access to higher education through the provision of fully funded scholarships. We recognise many families in PNG face the challenge of paying tuition fees, preventing young people from pursuing higher education."

"The scholarships enable people to access opportunities to enhance their knowledge, skills, and confidence, empowering them to fulfil their potential and make progress towards their goals. The long-term impact of this programme is providing trained and skilled individuals who will meet industry standards and labour requirements."

The scholarships, officially launched on 8 November 2023, welcomed applications from eligible candidates to be submitted by 29 December 2023. Details about the eligibility criteria and application requirements were published on the respective application forms.

The Scholarship Committee is currently screening applications and will soon announce successful applicants.

OUR Community

CON-GRAD-ULATIONS!

By: Margreth Winnie

The Frontline Leader Development Program is one of the many Steamships Internal staff development and training programmes offered to high-performing team members. The Leadership Course aims to instil individuals with the necessary skills, attributes, and knowledge of a highperforming leader at the frontline of our division businesses.

Cohort 6 and 7 successfully completed their FLDP Training 16th of August at the Gateway Hotel. A total of 13 participants graduated from the various Steamships businesses which included Consort, EastWest Transport, Pacific Palms Property and Coral Sea Hotels, with certificates presented by Gateway Hotel's General Manager, Mr Paul Redmond.



The program was facilitated by Mr Eddie Aila – a Leadership and High-Performance Strategist of Eddie Aila Coaching. The program covers the 12 following competencies: Business Acumen, Organisational Agility, Interpersonal Skills, Problem Solving, Action Oriented, Delegation, Managing & Measuring Work, Process Management, Standing Alone, Managing Diversity, Drive for Results and Self-Development.

Positive feedback was shared and received by the graduates on what they learnt and how the training has helped them personally and professionally. Most shared experiences of applying these skills within their teams and have seen continuous growth and bonding.



OUR <u>ENVIRONMENT</u>

REDUCE AND RECYCLE WASTE? <u>CAN-DO!</u>

Steamships Corporate Head Office is leading the way in its office Recycling Program in partnership with Branis Recycling Ltd – a PNG-owned recycling facility in operation for 20 years and exporting over 10,000m³ of recyclables since its establishment in 2001.

The program is aimed at collecting, recording, and safely disposing of three main categories of waste: aluminium cans, Polyethylene terephthalate (PEP) bottles, and in recent developments the inclusion of batteries and old used computers.

Through the arrangement, Sustainability Development and HSSE teams collect the waste weekly with the help of SS8 cleaners who weigh the garbage bags before the items are delivered to Branis Recycling.

Located at Aihuya Street, Gordons, the process of waste collection and crushing is simple. The incoming bags are weighed on a humansized scale before it is being sorted into piles by the workmen. To make sorting easy for the workers, sellers are encouraged to separate the waste in their own homes and businesses. After sorting, a mega sized machine that performs the task of crushing the cans, crushes and compacts the plastics and aluminium cans into 300x300 mm boxes that are stacked into 1m3 pallets ready for it to be shrink wrapped and loaded onto 20-foot containers for export.

Although the process is quite simple, workers must ensure the cans are clean – no water, rubbish in the cans and bottles for a sound bulk to be packed.







Branis recycles various items which can be incorporated into the program as the arrangement progresses including aluminium foil, cast, spray cans, old computer mother boards, etc. and buys from various buyers scattered around the city. From these buyers, a main collection centre in Motukea, Central, collects from sub-centres to prepare for a bulk export. It also has been found that most buyers come from low-income families who live in settlements – an indication of the efforts that settlers are behind a global movement of recycling, as this in turn means a source of income for a family.

Branis Recycling can package up to 4 tonnes of waste in a day's work and can export an average of three containers in a week, depending on the quantity being bought each week. At the end of the process chain is a scrap metal exporter, Zinda, based in Australia that deals with ferrous scrap and non-ferrous metal scrap including PEP bottles and Aluminium cans as the biggest export items. Apart from Zinda are other exporters based in Asia Pacific, Europe, Middle East, and North America.

The focus of the recycling program to be rolled out in our divisions and offices, with discussion between CSD and Corporate Head for safe disposal of E-Waste.

The @345 Recycling Program supports initiatives to safely dispose and reuse and recycle the waste we produce and serves as a model that businesses can roll out in their divisions. To date, the @345 program has recycled approximately 14.6 kilograms of aluminium cans.



OUR ENVIRONMENT

WATER FILTRATION SYSTEM FUNCTIONAL.

"The water from the filtration system is portable and sustainable for our hotels," says Mr Paul Redmond, Hotel Manager at the Gateway Hotel and Apartments. Paving the way in sustainability throughout Coral Sea Hotels (CSH), Gateway has launched a water filtration system for treating and bottling mineralised water for all in-house hotel guests - an idea incepted by Mr Peter Laiggard Jensen, CEO of Steamships Hotels, and former General Manager of CSH.

The water filtration system idea started when we were challenged to reduce the plastic bottle consumption rate amongst the hotel group, aiming to reduce costs and cut back on plastic waste

Every year half a million tonnes of plastic waste pollutes our oceans globally and the move to reuse processed reinforced glass indirectly targets this, reducing CSH's footprint in plastic waste through an innovative solution

The process filtration plant overlooks the busy Jacksons Airport and is stationed beneath the Jackson's Bar & Grill, at the Gateway Hotel. Although simple, the system produces an estimated 3000 litres a day and an estimated 220,000 bottles annually. To date, this system has produced 9000 – 10,000 bottles, which are sealed and delivered to Gateway, Grand Papua, and Ela Beach hotels The process starts from:

- 1. Mains: water is captured from the water mains supplied by Water PNG.
- 2. Holding Tank: water is passed into a holding tank where it is prepared for treatment.
- 3. Reverse Osmosis: is the process whereby minerals are added to the water to remove ions, unwanted minerals/molecules/ bacteria/germs.
- 4. PH checks: the water is checked against a pH scale to check for the neutrality of the water.
- 5. Holding tank: the neutralised water is stored in a holding tank.
- 6. UV light: before final bottling, the water passes through a segment of UV light to assess water deemed as potable and ready for bottling.
- 7. Bottling: water proceeds to bottle assembly for bottling and sealing.

All water treated through this filtration system can be called "Mineralised" water and is sealed by breakable seals that can only be used when guests use to drink. The process is completed by transportation by hotel bus that delivers the water in crates and distributed by grounds staff to rooms for guests to drink.

In addition to the water filtration system, CSH has ventured into sustainable bamboo cutlery to reduce its carbon footprints. It has impacted the business by reducing plastic waste each year and enables consumers to rethink their waste disposal.

The contribution towards sustainability extends to the shampoo, conditioner and bodywash refills in all rooms whereby CSH hotels have done away with disposable individual bottles and have installed dispensers in all hotels.









A UNIQUE <u>WORKING CULTURE.</u>



Established in 1987, Colgate-Palmolive exuded an aura of bright smiles and optimism, perfectly encapsulated by their slogan: "Bright smiles, Bright futures." This dynamic brand, a household staple across Papua New Guinea, encompasses names like Colgate, Protex, Klina, Fabuloso, Ajax, Cold Power, and Axion - brands that are recognised and trusted. At the heart of Colgate-Palmolive's enduring success lie their core values: WE are Caring, WE are Inclusive, and WE are Courageous. This ethos permeates the company's culture, evident in the remarkable streak of 10 years without any lost time injuries (LTI), a testament to the nurturing environment for over 100 dedicated employees involved in the manufacturing and packaging of everyday products.

During our visit to their Lae office, we got a glimpse of the intricate business operations, which Steamships proudly maintains a 50% interest in Colgate-Palmolive (PNG) Ltd while the day-to-day activities are skilfully managed by the team in Port Moresby and Lae.

CORPORATE NEWS

The company has grown into an organisation with an outstanding record of enhancing value for its strong shareholder base. Its strong relationships and the trust of generations of consumers, trade and dental professionals built over decades of operations in PNG have made Colgate a trusted household name.

Meeting Noel Mirinu, the Operations Manager of over eight years, revealed a success story shaped by Colgate-Palmolive's nurturing culture. Noel's journey—from a Project Engineer to his current role overseeing Manufacturing—is a testament to the company's commitment to fostering an environment centred on care, inclusivity, and courage, which has played a pivotal role in his professional growth and loyalty.



Then there's Betty Bani, the Customer Service and Logistics Manager, whose loyalty spans over two decades. Her remarkable journey within the company, handling transitions and maintaining an impressively low staff turnover, underscores the value she places on Colgate-Palmolive's work environment.



Despite operational challenges, the Lae Operations team, led by Noel Mirinu, continues to meet the demand for Colgate's renowned laundry bar soap under the Klina brand. Betty's adept management ensures a smooth flow from customers to the hands of their consumer through timely order fulfilment, maintaining an exceptional level of service and product quality.

The unwavering support from the General Manager in Port Moresby serves as the backbone of their daily workflow, emphasizing the importance of values in driving their success and teamwork.

Safety and quality take precedence at Colgate, evident from their extraordinary 10-year injury-free milestone, which not only boosts morale but also reflects the company's dedication to maintaining a safe and secure workplace. The stringent adherence to safety policies and continuous internal audits ensure that their standards align with global benchmarks. Their commitment to sustainable business dealings with third-party contractors is a priority, fostering positive and enduring working relationships.

As we wrapped up our tour of the factory, it became apparent that the work culture at Colgate-Palmolive extends far beyond the office walls, influencing both personal lives and career growth. It's a unique environment where values are not just preached but lived, making it a standout organization in nurturing talent and fostering career development.

CORPORATE NEWS



A VERY GREEN @345 CHRISTMAS.

@345 joined in the holiday fun with the Annual Office décor competition getting the three @345 levels, and IT department into the holiday spirit theme of "Green Christmas" by using recyclable/ reusable items only.

While the office was truly excited to witness the creativity and commitment toward the eco-friendly extravaganza, the transformation only began at the 11th hour with sections working their backs off to create inspiring features. Not only was this a chance to showcase an artistic flair, but it was also an excuse to put creative minds and teamwork to good use.

Aluminium cans, cardboard boxes and plastic bottles filled the hallways and workstation leg spaces to be cut and arranged for display. A group of employees from the Computer Services Department (CSD) transformed their designated workspace into a cosy Nativity story cabin that blew the judges away and won them first place in the competition.

The exterior of the Nativity cabin inside CSD's office in downtown, Port Moresby, featured old computer boxes and foam, packaging paper, old used LAN cables, and wires. With cable-coiled Christmas trees, straw-stacked huts and a suspended reindeer convoy made of foam, the presentation was a highlight signed off with "E-Waste is Real!" signage. The cabin was brown shredded paper, with shredded paper stuffed in plastic to make the snowman and crafted animals surrounding the scene.

CSD team told the judges that it was a weeklong preparation to retain their title and they keep coming through each year to surprise the judges. The motivation to win the competition came after winning the first-place spot last year. "We were certain we would win again this year."

Second place and runner up – Raitpla Property Management transformed their office into a winter wonderland and used shredded paper as fake snow while third place winners – Corporate Affairs, utilized aluminium cans in a fancy Christmas tree display.























RAITPLA PROPERTY MANAGEMENT.

Raitpla Property Management (RPM) is the newest business added to Steamships. RPM offers its main client – Nambawan Super Limited (NSL) a premium property management service providing integrated services from facility management and leasing, to project management.



RPM's management portfolio covers a diverse portfolio of residential, commercial, and industrial properties in Port Moresby city, which is currently managed with professionalism, efficiency, and respectability – all the "rait" way.

Under the leadership of General Manager Simon Merton, Raitpla is a fully-fledged 18-member team that manages 14 properties.

With Krystle llaru as Operations Manager, the team's hierarchy includes facilities managers and an administration team that ensures the management of the 14 properties in Waigani, Koki, Downtown and Gordons are executed within the agreed terms and conditions for the business.

"There is a growing market for property management within the corporate sector. It's very satisfying to see something come alive, and at the back end, my involvement in the start of RPM, as well as watching the business evolve was exciting. I loved having the visibility around it and seeing the business become a legal entity," says Elijah Numoi.





OHANA – STEAMSHIPS FAMILY DAY.

In the words of Lilo, from the Pixar classic *Lilo* & *Stitch*, "Ohana means family, and family means no one gets left behind or forgotten," that is what our Steamships Family Day is all about.

As the name suggests, the annual Steamships Family Day is an event to celebrate and say thank you to our Steamies family, while also getting our own families involved, the day is about showing appreciation for the people who are the real motivation for our daily work and to spend quality time together in a safe and secure environment. It is a time when our worlds collide, and our work families have the opportunity to engage in activities that involve our spouses, children, and extended relatives.

To bring your spouse or children to the office can seem just a way to let them see our workplaces, but for Steamies, the day out was much more than that. A corporate family day improves team morale, and networking within the group, and is an opportunity for our management team to show their gratitude and thanks for the time, effort, and dedication each team member has put into the business over the year.

The organising committee began the day as early as 6am to ensure that the oval was set up, our volunteers were briefed and vendors were in placed to make sure that this family day event was filled with excitement, fun and competition. To preface this story, the Steamships Family Day was celebrated in Steamships' main operational centres, Port Moresby, and Lae on the 18th and 25th of November 2023.

For our author, this was a couple of days before the POM Family Day and the team has spent an entire month planning for the festive furry. We prepared the venue, and the sound systems, and spent time planning the program activities for everyone to partake in.

CORPORATE NEWS



Our Steamies families started trickling into the showgrounds and arena to socialise while the children played with balloons and balls. A short warm up and Zumba dance set the crowd in the mood before the famous "Icebreaker" Managers race kicked off.

Soon after, we saw the managers line up in their colours and divisions, a male and female partner to get their muscles moving in the race. "Ready! Set! Go!" as we watch the race start. This was followed by, three rounds of the egg toss game are played by enthusiastic pairs, and by-standers watching in amusement at eggs which are literally being smashed on faces – for those who were unlucky to not catch the eggs, that is.

The children's faces are covered in paint and our games coordinator starts getting a little more creative with his commentary. It attracts more participants, and we find all parents cheering on their children who are heavily invested in winning prizes.

The Executive Management, in between breaks, engage in small groups of ball games and interacted with the children while divisions start preparing for lunch, pulling out the BBQ stands and food crates – our families start to get hungry and wait patiently for lunch to be served. After lunch, the traditional, the tug of war is set up, and a crowd favourite, being the highlight of day as a battle of "pure contest and physical strength." Our families loved watching the wrestle to be crowned strongest division, with chanting war cries resounding on the oval for moral support. In Lae, the EastWest Truckies like to beat their chests about the agility of their robust workshop team, however, Colgate-Palmolive were present to claim the title as champions this year. In Port Moresby, PacTow have always reigned as champions, for pulling ropes is not practised but a daily task for the mooring men. But JVPS happily succeeded stripping PacTow of this title.

All in all, we could not have asked for a better celebration of family than the Steamships Family Day as we end with raffle tickets being drawn for special merchandise prize packs which were won by a few lucky individuals.

Like all events, our partnering service providers ensured the event ran smoothly through activations and giveaways, complimentary to the wonderful turn out of our families. Thank you to our following partners for the unwavering support, Kina bank, Bank South Pacific, St John's Ambulance, Pacific Industries, Panamex, Lae Biscuit Co. Ltd, Innovative Agro Industries (Ilimo), Papindo Group of Companies, Lae Yacht Club, Vodafone, and everyone who made the day enjoyable.















CORPORATE NEWS







On the 12th of December 2023, Steamships Limited and Laba Holdings Limited officially announced and signed the Memorandum of Understanding (MoU) to form Hebamo Transport – a new logistics company set up to support Papua LNG. The MoU was signed by representatives, Rupert Bray – Managing Director of Steamships and Isikeli Taureka – Chief Executive Officer of Laba Holdings.

The MoU was signed in agreement to the creation of a new joint venture company – Hebamo Transport that will specifically focus on logistics support to the resource industry – Papua LNG.

Given the expansion of the LNG project sites, and the announcement of resource boom in the country, this opportunity will present both businesses with the leverage of improving logistics support and extending the services to the outermost parts of the Gulf and Central provinces. Laba Holdings Ltd, having established a presence at the PNG LNG gas site, in Papa Lealea, the joint venture strengthens the partnership with a Papua New Guinean entity and Steamships' commitment to making PNG its home.

The Joint venture will provide logistics support services tailored to meet the needs of the resource–mining and energy sectors and streamlined to cater for the downstream requirements of the Papua LNG project.





"Today marks a significant milestone as we celebrate the signing of the MOU between Steamships and Laba Holdings creating our joint venture, Hebamo Transport. This collaboration reflects both companies' deep commitment to not only foster economic growth but also to ensure that the benefits of resource extraction are rightfully filtered back to the landowners" said Steamships Managing Director, Rupert Bray.

"At Steamships, we are proud to be the partner of choice in this venture, standing as a testament to our ongoing efforts to create impactful and inclusive business models that positively impact communities and drive meaningful progress."

This collaboration will not only positively impact the local Papa Lealea community but will immensely contribute to building local businesses like Laba Holdings, to build PNG. Both companies are looking forward to seeing the joint venture being finalised before work on the ground can start.







































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POLICIES





Don't be afraid to report Improper Conduct

We encourage everyone to be vigilant and raise a bona fide concern in good faith to the appropriate personnel without fear of losing their jobs, business dealings, or becoming a victim of intimidation and harrassment.

The Group will maintain <u>STRICT confidentiality</u> of the reported matters.

What is Improper Conduct?

- · Corrupt, fraudulent or other illegal conduct or activity
- Breach of Steamships Codes and Policies
- · Substantial mismanagement of the Group's resources
- Conduct involving substantial risk to public health and safety OR
- Conduct involving substantial risk to the environment that would constitute as a criminal offence

Whistle Blowing Procedure

- I. Your direct line manager should receive the initial report
- If you are uncomfortable speaking with your manager, or no satisfactory action was taken, you
- can escalate to the Steamships Internal Audit (STCIA) 3.STCIA will conduct assessment and undertake
- appropriate investigation
- 4.Recommendations will be given to the appropriate senior management authority to address the matter

Report bad behaviours

EMAIL stcia@steamskips.com.pg TEXT +675 7100 4481 MAIL Steamskips Trading Company Limited c/o Group Internal Auditor P.O BOX 1 Port Moresby

A FRIENDLY REMINDER TO THINK BEFORE YOU POST.

We understand that social media can be a fun and rewarding way to share your life and opinions with family, friends, and co-workers around the world.

However use of social media also presents certain risks and carries with it certain responsibilities.

COMMUNICATION IN A COURTEOUS MANNER

Your comments on Steamships-related matters on personal social media accounts are still bound by this policy. Avoid posting anything that will bring Steamships, its businesses, brands, or employees into disrepute.

PROTECT CONFIDENTIALITY

Do not divulge, use, or comment on any part of Steamships' confidential information. This includes finance, business strategy, sales results, clients, contracts, and trade information.

BE <u>CONSTRUCTIVE</u> AND COLLEGIAL

Do not make statements on behalf of Steamships or imply Steamships' endorsement of your personal views.

WHAT COUNTS AS SOCIAL MEDIA?

- 1. Social networking sites (e.g., Facebook, LinkedIn, Instagram)
- 2. Blogging sites (e.g., Twitter, Tumblr)
- 3. Corporate media
- 4. Online discussion boards and forums
- 5. Video sharing sites (e.g., YouTube)
- 6. Online editable encyclopedias (e.g., Wikipedia)



Send us your stories and high resolution images for publication in Tok Steamies Newsletter. Your stories should be no more than 500 words. E-mail your stories to **TokSteamies@steamships.com.pg**