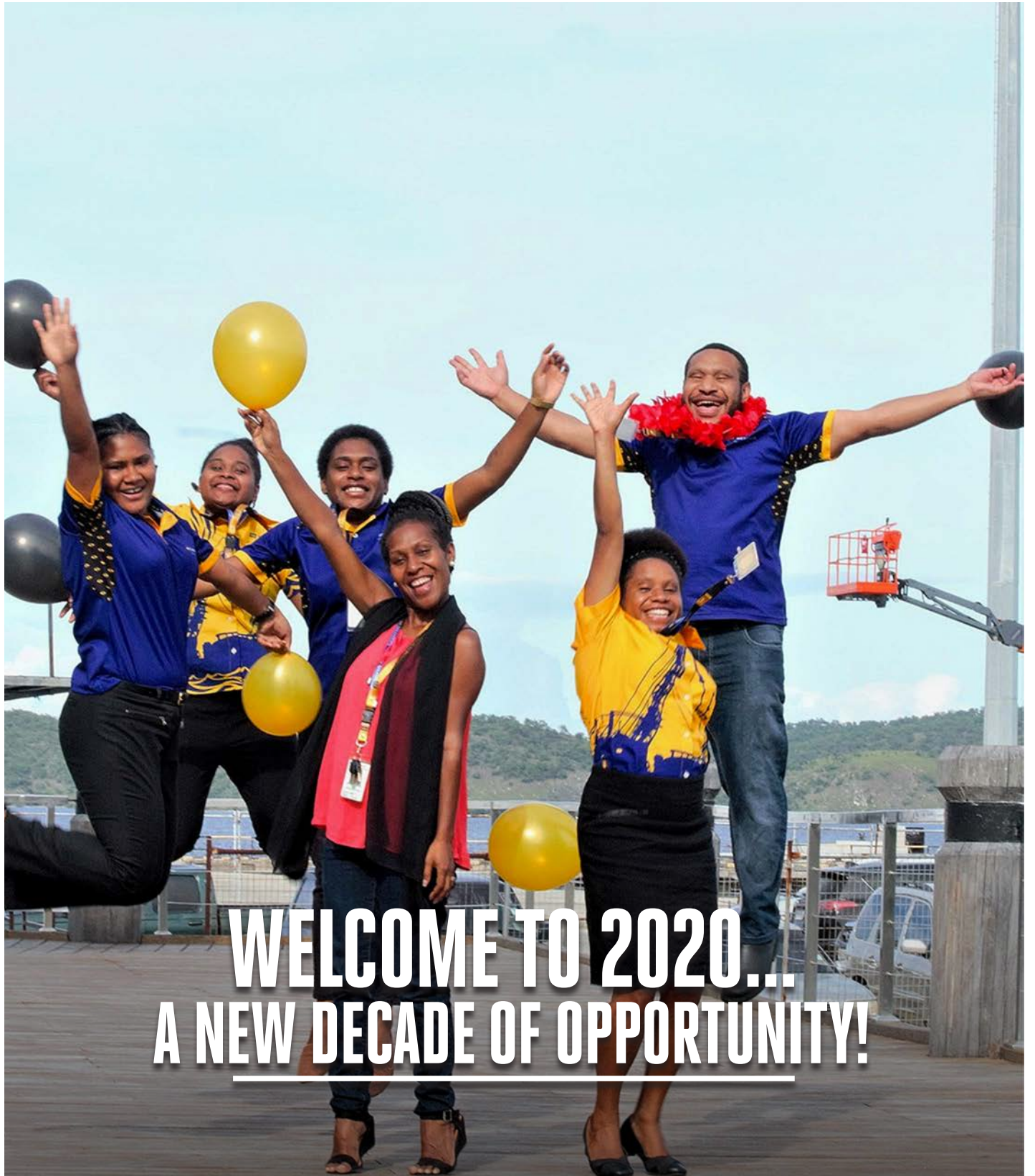


TOX STEAMIES

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 STEAMSHIPS



**WELCOME TO 2020...
A NEW DECADE OF OPPORTUNITY!**

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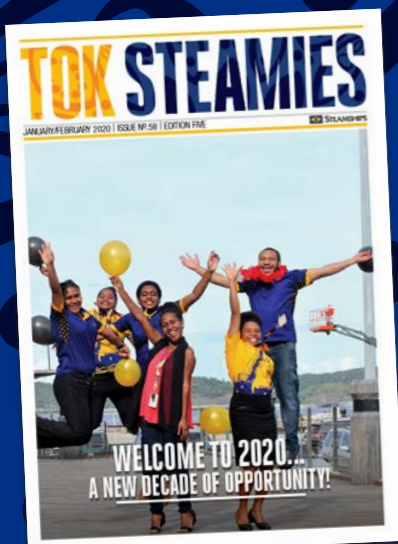
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STEAMSHIPS CORPORATE OFFICE
WELCOME A NEW DECADE OF OPPORTUNITY



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CHAIRMAN'S MESSAGE



“Our balance sheet remains strong as does our commitment to long term investment in the country...”

Welcome to 2020. I trust that you all enjoyed a restful and peaceful holiday season with your families and are fully revitalised to take on another exciting year!

As the Managing Director reflected in his recent Christmas message, 2019 was a year of challenges for Steamships as Papua New Guinea continued working its way through the tough economic cycle that has existed since 2015. I'd like to echo Mike's thanks to you all for your commitment and dedication throughout what was a tough year.

Challenges are likely to remain in 2020, as evidenced by the record deficit budget announced by the Treasurer in November. At a national level it will be a time for more belt tightening and consolidation, as the government seeks to improve market liquidity and reinvigorate investor confidence. Announcements regarding expansion plans for the non-resource sector and the introduction of tax-based incentives are welcome but we anxiously await final approval of several large resource projects that would improve the long-term outlook for Papua New Guinea.

The current economic uncertainties will be reflected in the way that we conduct business. Our balance sheet remains strong as does our commitment to long term investment in the country, but we will be disciplined in our decision making to ensure that we are well positioned to capitalise on the opportunities when they eventually materialise.

Investment in our people remains strong. I'm pleased to note that we committed in excess of 130,000 man hours to training in 2019, with over 30 Managers completing a Team Leader Development Programme. We will continue to invest in the future of PNG through the development and welfare of our people as we strive to be an employer of choice.

Thank you once again for your ongoing commitment to Steamships and all the best for a productive 2020!

*Geoff Cundle,
Chairman*

HIGHLANDER HOTEL OPENS NEW CONFERENCE FACILITY



Senior lawyer for Steamships Deborah Onga was the mistress of ceremonies on the evening.

Mount Hagen is a very important PNG destination, for both economic and cultural reasons

Rupert Bray, COO, Steamships Limited

The Coral Seas Hotels Group hosted the business community of Mount Hagen at a function on Thursday 30th January, to announce the opening of the city's latest business venue, the brand new Highlander Hotel Conference Centre.

Able to accommodate up to 300 guests, the facility provides state of the art audio visual, call conferencing and technological capability, all complemented by superior catering and hospitality services. The modern, temperature controlled rooms and amenities are equipped to provide the ideal environment to discuss, transact, and share business ideas.

In his welcoming remarks, Rupert Bray, the Chief Operating Officer of Steamships Limited emphasized the company's ongoing commitment to Mount Hagen, through its investment in the Highlander Hotel and of other commercial ventures including Hagen Central.

"Mount Hagen is a very important PNG destination, for both economic and cul-

tural reasons" remarked Mr. Bray. "It is the gateway to the food basket of PNG, the Highlands region, and a thriving economic hub that will facilitate and foster growth in the Agricultural, SME and tourism sectors. We're delighted to bring a facility of this size to Mount Hagen, one that the whole community can share, and one that is capable of hosting both regional and national meetings and forums".

The General Manager of the Highlander Hotel, Leo Berka, also welcomed the new addition to his hotel. "The hotel has recently undergone a facelift, with new improved rooms, and the new conference facility adds another dimension to what we can offer to visitors to Mount Hagen. The staff and I are looking forward to welcoming guests and providing them with a first class hotel experience".

Senior lawyer for Steamships Deborah Onga was the mistress of ceremonies on the evening.

MELANESIA'S FIRST HULL CLEANING SERVICE



Commercial Dive Manager Ricky Leka (Centre) has worked for two years - from 'concept to product launch' - on the hull cleaning service. "It's been a real team effort, utilising the skills and relying on the dedication of not just the dive team but many staff from other departments."

Pacific Towing, the region's dominant marine services provider, has introduced a Hull Cleaning service. A first for PNG and indeed Melanesia, this crucial service will save shipping companies potentially hundreds of thousands of Kina.

Hull cleaning is necessary when there is a build-up of marine fouling such as barnacles or tubeworm. It is a vital service that can result in considerable improvements in a vessel's hydrodynamic performance and therefore its fuel consumption.

Pacific Towing (PacTow) launched its long awaited hull cleaning service in December last year. The service is performed near its headquarters in the sheltered inner anchorage of Port Moresby's Fairfax Harbour.

General Manager Neil Papenfus says that "PacTow's investment in hull cleaning technology will be highly valued by our existing shipping company clients and will undoubtedly generate new clients as well." Papenfus reports that most shipping companies in the region currently have the service performed thousands of kilometres away in Australia or New Zealand.

A PNG-based hull cleaning service means that clients will save tens of thousands of dollars in fuel and downtime as-

sociated with having vessels out of service. It also means that additional and much needed revenue will be brought in to PNG. Furthermore, the 100 percent nationalised PacTow commercial dive team who perform the service have all received valuable and highly specialised training, further building their skill sets.

A diversity of vessels including container ships and cruise liners up to 250m in length can be serviced by the PacTow hull cleaning team. The servicing of larger vessels is planned for 2021. The time taken to clean a hull varies, ranging from one to four days. Service duration depends on such factors as hull size and shape, as well as the extent of marine fouling build-up (i.e., relatively minor through to 100 percent coverage) and type of fouling (e.g., barnacles, tube worming, calcium scale, weeds, slime).

Commercial Dive Manager, Ricky Leka stresses that "hull cleaning is a high risk, technically challenging and physically demanding service to perform." PacTow's entire eight-member dive team participates in any single hull clean. Leka explains how his divers work in pairs on a two-hourly rotation to literally drag, manoeuvre and correctly position the hull cleaning ma-

chinery (i.e., a series of high-precision, rotating brushes and suction mechanisms) around the surface of the hull. "The divers are in constant motion, their legs are always moving and their applying continuous force with their upper bodies" notes Leka "this is why the 2-hourly rotations are so necessary." A dive supervisor and technical assistant, as well as standby divers and machine operators are in close proximity on PacTow's 'Wanilla' a bespoke dive support vessel recently upgraded specifically to enable the new hull cleaning service.

PacTow imported environmentally responsible hull cleaning technology from Denmark. The Dive, Technical and Engineering teams worked collaboratively to improve the effectiveness of the technology as well as refine its environmental credentials which was pilot tested on PacTow's fleet of tugs with resounding success.

All necessary environmental testing and accreditation was finalised in 2019 and regulatory authorities, including the National Maritime Safety Authority, have approved PacTow's Hull Cleaning system.

A LAWYER'S MAINSTAY

“I encourage you to believe in yourself, build positive relationships... extend a helping hand to those around you...”



Sinari Vele – Executive Legal Secretary

Operation within the legal boundaries is good for business. Although, on a day to day basis, legal issues are at the bottom of the list for many of us. Sinari Vele, Executive Legal Secretary for the Steamships Legal Department shares with us insights on the role of the department within the Steamships Trading Company (STC) Group.

“The Legal Department is similar to a small law firm whereby, we have our lawyers and legal counsel. We manage legal issues and provide legal advice for the Group,” Sinari explains. “My role involves supporting the Group Legal Counsel, Mary-Ann Hill and performing secretarial tasks,” she says, “in addition to these daily tasks, I keep records of original documents such as titles and agreements between Steamships and its subsidiaries and other parties that are involved.”

This means that the Legal Department holds records dating back to the foundation of the company between the various entities for over 100 years! This is for all operations across the country!

Prior to joining Steamships in Novem-

ber 2013, Sinari was employed with a law firm in Port Moresby for 4 years as a Junior Legal Secretary. During her first 6 months with Steamships, she was employed as the company receptionist before being endorsed as the Executive Legal Secretary in 2014.

“The department also deals with lawsuits and there have been instances where the plaintiff comes directly to us without following proper channels,” she says, then pauses to gather her thoughts, “such confrontational situations, over the years has been a frequent challenge which demands the highest level of professionalism in order to resolve the issue peaceably.” “Looking back,” she reflects, “these experiences have contributed to my professional and personal in regards to how I relate with those around me.”

“My job does not involve much interaction with others so I guess you could say it’s quite boring,” she says as she laughs lightly, “given that I deal with papers on the most part - but I enjoy what I do. You see, I’ve come understand my role within the department.” “Aside from the secretarial tasks I perform, registering documents is also an important task because original documents serve as evidence,” Si-

nari elaborates, “whether they be land titles or contractual agreements between a subsidiary of STC and a client - they are proof that we have the right to carry out business in our respective areas of operation across the country. To have these documents not kept in order or updated regularly would create inconveniences for our legal team.” “On the other hand, I enjoy the exposure to the developments that take place within the company,” Sinari adds cheerfully, “and watching the changes that have taken place over the years.”

Sinari is also an active participant in the recreational activities provided by Steamships for the staff and capitalizes on the opportunities to meet other colleagues within the Group. She acknowledges Margaret Bundu, Raga Vali, Jean Sovek, Susil Nelson and Mary-Ann Hill as women who have supported her throughout her journey with Steamships.

“To the younger generation that have become part of the Steamships family,” Sinari concludes, “I encourage you to believe in yourself, build positive relationships with your colleagues and be willing to extend a helping hand to those around you these traits will take you far.”

21ST CENTURY CHALLENGES

Megan Gangloff – Portfolio Manager

Megan Gangloff recently joined the Harbourside Team in October 2019 as the Portfolio Manager.

“This role creates an environment for me to refine my skillset,” she shares, “it also pushes me to expand my capabilities and really allows me to evaluate certain leadership qualities that I have and to ask myself: ‘what are some ways I can improve?’”

A real estate portfolio manager provides value to clients by ensuring the most efficient use of investor capital, maintaining the standard and service of the property in charge and by managing the cost of running the property. The role of a Portfolio Manager is to ensure that the day-to-day implementation of policies, procedures and programs within their scope are managed effectively.

“I’ve always wanted to be in a position where I am responsible for a group of accounts or a portfolio,” she continues, “as this boosts my strengths in communication, planning and risk management skills; but never thought it would be in property.”

“I’ve always wanted to be in a position where I am responsible for a group of accounts or a portfolio...”

“Shifting from the fast moving consumer goods industry to real estate, I find myself learning new skills and having a different perspective towards the various challenges I am faced with,” Megan explains, “having a deep understanding of the legal aspect involved with my role would be the biggest. Yet, while we have a fully equipped team to address these issues - I am working towards broadening my understanding around basic legal practises associated with leasing agreements with the help of our legal team.”

“One of the tasks ahead of me this year,” she remarks, “is creating innovative marketing strategies to make Harbourside Development a popular venue in Port Moresby to do business, enjoy a meal or host an event. It is quite a big task, but not an impossible one. I am keen towards improving the relationships Harbourside currently has with its clients as well as expanding that network.”

“For me to have come this far is credited to my family and former manager who have each instilled the values of being passionate, determined and to persevere through challenging circumstances,” she reflects, “also playing a key role in my life is my partner and child who motivate me to strive to be the best version of myself; to be able to provide a life with more opportunities to choose from.” “My future in this role,” she concludes, “will be understanding the standard operating procedures to make the property that I manage run as effectively and productively as possible.”

Harbourside welcomes Megan and we look forward to positive developments this year!



CORAL SEA HOTELS AWARDED FOR TB WORKPLACE AWARENESS PROMOTION



Coral Sea Hotels Training Coordinator, Noble Jack, (right) receiving the award from Dr. Ann Clark, B4H Project Manager (left)

Coral Sea Hotels (CSH) partners with Businesses4Health (B4H), which is an organization that advocates for TB & HIV awareness within the workplace.

In December, the CSH Group was awarded "TB Smart Workplace 2019" by Businesses4Health for its outstanding efforts in conducting trainings and promoting workplace awareness in 2019. B4H Project Manager, Dr Ann Clark congratulated Coral Sea Hotels saying, "We appreciate the size of the effort required to change culture and attitudes around TB and HIV at work."

The award signifies the collaborative work of the TB wardens within the CSH Group in conducting sessions that create awareness on the importance of healthy practices in the workplace and at home. The primary objective of these sessions Coral Sea Hotels plans to continue implementing monthly awareness programs and consistent support & monitoring

The support system provided through these sessions has seen a number of our staff return to work free from TB...

Mr Noble Jack, Coral Sea Hotels Training Coordinator

of its staff in 2020; and as a subscriber to Businesses4Health CSH continues its participation in various programs promoting workplace TB awareness.

were to reduce stigma within the workplace around the topic.

The TB awareness sessions were mandatory for all hotel staff and were based on various topics on TB such as prevention, access to services and support CSH provides to staff that are infected. These sessions were held across the CSH Group on a weekly and monthly basis for various centres.

"The support system provided through these sessions has seen a number of our staff return to work free from TB, or as we call them TB Champions," said Coral Sea Hotels Training Coordinator, Mr Noble Jack.

Coral Sea Hotels plans to continue implementing monthly awareness programs and consistent support & monitoring of its staff in 2020; and as a subscriber to Businesses4Health CSH continues its participation in various programs promoting workplace TB awareness.

GENDER SMART SAFETY AT PACTOW



Female employees geared up for the workplace safety measures that will be implemented at Pacific Towing this year.

Pacific Towing (PacTow) has rolled out their Gender Smart Safety program in January. This initiative was introduced by Papua New Guinea's Business Coalition for Women (BCFW), and programme was piloted by various companies across the country.

Gender Smart Safety is based on the premise that women experience some different workplace safety issues to men. As such, the programme requires that women be much more involved in workplace safety (e.g., hazard identification, risk assessment, risk mitigation), including decision making and the overall safety management function. "At PacTow we're always challenging our staff to do things better and this includes safety" says Pacific Towing General Manager Neil Papenfus, "Our two latest safety initiatives are indicative of this drive for continuous improvement. Our women's workplace safety programme is also very much in accord with our broader gender equality program and is an initiative that further positions us as the region's maritime employer of choice for women."

Our women's workplace safety programme is...an initiative that further positions us as the region's maritime employer of choice for women.

Neil Papenfus, Pacific Towing General Manager

Workplace safety, especially in the maritime and resources sectors, has long been a function largely managed by men and performed by men for predominantly

male workforces. As such the specific safety requirements of women have often gone unnoticed.

Although the focus of the programme is on maximising the workplace safety of women, feedback from piloting companies reveals that it improves the safety of ALL employees - women AND men. Importantly, many of the recommendations for safety improvements are relatively simple and low cost.

Pacific Towing has also introduced their Staff Safety Awards Programme to acknowledge and reward improvements, excellence and innovation in safety performance among employees. PacTow operates in high risk marine environments throughout Oceania and South East Asia providing high risk services such as commercial diving, oil and chemical spill prevention and response, salvage and emergency response. "Safety vigilance is essential in our industry" says HSSE Manager Richard Hayka "and our Staff Safety Awards Program is just one of many ways we strive to ensure this vigilance."

2016 INTAKES SUCCESSFULLY COMPLETE THE GRADUATE DEVELOPMENT PROGRAM

In 2016, the Steamships GDP recruited three aspiring young women- Kerrian, Anita and Rachael. Each with their own fair share of challenges worked their way through four different businesses between Port Moresby and Lae. Fast track to 2020. Here's what each has to say about their journey.



Rachael Ezekiel,
Pacific Palms Property

Field of Study:
Bachelor of Business (Accounting & Management)

Rotation History: Consort Express Lines (Lae), Corporate HR POM, Coral Sea Hotels POM- Gateway Hotel, Pacific Palms Property.

Change is inevitable and the response to change is completely an individual's responsibility. The four (4) years have been periods of many changes in industry, management and teams that presented opportunities to learn and grow. Thank you for four very educational and insightful years.

The opportunity to move into fulltime employment and put into practice the things I've learnt during my time in the Graduate Programme is exciting and one that I'm looking forward to.



Kerrian Barilla,
Steamships Corporate

Field of Study:
Bachelor of Business Management- Banking & Finance

Rotation History: Coral Sea Hotels POM, Laga Industries Lae, Consort Express Lines POM/Lae, East West Transport Lae.

Being with the program for four (4) years contributed to me professional maturity. It takes time to fully grasp life when you are fresh out of university but this experience has taught me to find a balance between pursuing my career and my personal life. I have come to interpret the familiar phrase "patience is a virtue" as having self-control. The ability to remain professional when things don't go as planned is a valuable quality in life. To rotate every 12 months was challenge for me because just when I would be getting comfortable, I'd have to begin getting to know everyone all over again in a new division.

Nonetheless, I attribute my success to three things: Steamships' divisional managers who supported me throughout this journey; my faith in God who watches over me; and the values of patience, humility and honesty that has been instilled in me by my parents.



Anita Makap,
Coral Sea Hotels

Field of Study:
Bachelor of Commerce (Accounting)

Rotation History: Consort Express Lines Lae, Corporate Finance POM, Pacific Palms Property POM, Coral Seas Hotels POM.

In a journey, it doesn't matter how you begin or end, it's what you experience along the way. Looking back, Steamships provided me with everything that a new graduate could possibly ask for. This has been my family for the last 4 years and my family has provided for my growth and development. I have met some of the most intelligent professionals in PNG in my journey. Special appreciation to the F&A managers and senior accountants in the various divisions I have passed through for sharing their experience and knowledge with me. I am also grateful for the teamwork, knowledge and kindness of my two colleagues who have successfully completed this four (4) year program with me and wish them all the best in their future endeavours.

February Training Courses

Dates	Course	Provider
10-11	Train the Trainer	Port Moresby, Minerva Learning Center
17	First Aid Training	Port Moresby, Minerva Learning Center

Port Moresby Lae

March Training Courses

4-5	Accounting for Non- Accountants	Port Moresby, Minerva Learning Center
10-11	Fundamentals of Communications for Entry Level Employees	Port Moresby, Inforcomm, GPH
12-13	Professional Conduct Training fir the Customer Facing Employee	Port Moresby, Inforcomm, GPH

Contact **Seini Fisi'ihoi** for more information
E: SFisi'ihoi@steamships.com.pg or M: 7092 1765



Gym-in-a-Box

A concept that aims at empowering women and children through sport and fitness programs to access quality health in the villages. Steamships funded the Gym-A-Box project in Hanubada through its annual Steamships Community Grants Programme.

Left: CEO of Grass Skit Project Tahina Booth hands over the keys to Kila Mala. The Gym-In-A-Box concept is aimed at empowering community coaches and enabling better access to health in villages.



East West (Lae) celebrated Christmas under the beautiful sunshine. Employees distribute goodie bags to the children (left) and helping out at the BBQ (right).



Pacific Palms team in Port Moresby having a good time after a challenging 2019.



Rose Patrick receiving her Honesty Award from Leo Berka, Regional Manager at the 2019 Christmas Party



EWT POM Celebrate Christmas by appreciating their Long Service staff who have been with the division for more than 10 years

COMMUNITY ENGAGEMENT 2019



Gateway Children Fund Funding K92,000

Steamships partnership with the Gateway Children's Fund dates back to 2017.

In 2019 the school was able to add one more classroom as a result of Steamships Community Grants Programme.

The Gateway School provides elementary education to children living in the Moitaka area in Port Moresby.



Buk Bilong Pikinini Funding K145,000

An impact rewarding charity that promotes and provides early learning facilities as well as facilitates the programmes.

STC is a foundation sponsor since BbP inception 12 years ago.

STC sponsorship in 2019 and for the next five years includes learning centres in Lae, Goroka and Port Moresby.

In 2019 STC, Motu Koita Assembly and the communities within NCD will construct several learning centres which will be facilitated by BbP. The project is valued at K2 million.



Sago Network (Laukanu Sanitation Project) Funding K180,000

The Laukanu Sanitation Project is aimed at improving sanitation facilities and creating awareness in remote areas.

The Project headed by Sago Network started in 2018 with major funding from Steamships.

Laukanu village is located in Morobe Province.



Spacim Pikinini Funding K83,000

The funding supports the call for awareness and vaccination of the cervical vaccine HPV in Milne Bay Province for Primary School female students.

Spacim Pikinini works with Boroko Rotary Club and the National Health Department.

The shortage of the vaccine in the year meant that the schedule for 2019 was moved forward to 2020.



Hiri Moale Festival Funding K100,000

STC supports dates far back to the early 1990s. Steamships supports cultural education as well as forming partnerships with the community's with which its business operates in.

The funding assisted the construction of the Hiri Moale Lagatoi as well as various community activities to celebrate the Hiri Moale Festival in Port Moresby.



Australian DFAT partnership Funding K130,000

An incredible and rewarding partnership between Steamships, Pactow and the AAPNG.

This scholarship provides training and on the job experience for young female maritime cadets on board CNCo vessels, Pacific Towing as well as the maritime college.

This is a three year partnership and Steamships is proud to be a part of the advancement and development of women in PNG.

Steamships is also in a multiyear partnership with DFAT that currently delivers nursing scholarships in the Morobe Province.



Bel Isi Funding K100,000

Steamships support the campaign against gender violence.

STC is a foundation sponsor since the program's inception in 2018.

Each year companies show their support and advocate by participating in various activities including the "walk against gender based violence" in November.



Salvation Army Funding K291,352

Apart from the various activities organised by Salvos, STC funds and supports the House of Hope.

The building located at Ela Beach facilitates an early learning centre, safe house for women and children experiencing domestic violence as well as HIV and Aids program.

Note: Image was taken from Salvation Army FB page.

Cheshire Disability Service Funding K50,000

Cheshire is a charity that Steamships has supported over the last 20 years.

The annual sponsorship of K50,000 assists Cheshire projects including community based rehabilitation and various activities.

A HEALTHY WORKPLACE:

If we all work together we can outr workplace a clean and healthy environment for all. here are a few easy to practice tips that we can all do...

- **Washing your hands** often using soap and water for at least 20 seconds. Use alcohol hand sanitiser if soap and water is not available.
- **Covering your mouth** with a tissue paper when coughing or sneezing, and dispose the soiled tissue paper in the rubbish bin immediately.
- **Staying healthy:** eating well- protein, fruit and vegetables.
- **Staying hydrated:** drinking plenty of water.

Source: <https://www.stjohninternational.org/Handlers/Download.ashx?IDMF=deefe6b1-dfc7-47d2-b979-7495d9c1bbff>

Source: <https://images.app.goo.gl/rkswVkJPaKnwS4Rva8>

DID YOU KNOW?

1977 was an eventful year for Steamships. The most traumatic event occurred on the night of 23 September, when first again devastated the Main Store at Port Moresby. Part of the retail trading area was totally destroyed, as was the Head Office and almost all Company records. "It took out the whole of the Head Office," Don Harvey recalls. "We lost the share registers of the rubber companies, we lost the special computer room, it wasn't burned but a lot of smoke got into it."

Fire is fire – and it needs to be extinguished to preserve the safety of the environment. There are at least five (5) different types of fire.

Class A: This type of fire ignites from common fuel sources like wood, trash, fabric, paper and plastics.

How to extinguish: Water or monoammonium phosphate

Class B: Known to result from an explosion of flammable liquids or gases. Flammable liquids include petroleum-based oils or paint, tars, alcohol, oils, solvents, gasoline and kerosene.

How to extinguish: When a Class B fire sparks, extinguish it by smothering the flames. Oppressing the fire eliminates the oxygen feeding the flames, and thereby, deadens the fire. Dry chemicals, like ammonium phosphate or pressurized carbon dioxide are effective.

NEVER ATTEMPT TO EXTINGUISH A CLASS B FIRE WITH WATER. Splashing water on a fire fuelled by flammable liquids only splatters and spreads the flames.

Class C: Commonly known as electrical fires which erupt due to electrical components such as – electrical transformers, appliances and motors, faulty wiring and overburden surge protectors.

How to extinguish: Shut off the electrical power, which serves as the fuel source for the electrical fire. Non-conductive chemicals like carbon dioxide should also be used to suppress the flames.

Class D: Fires sparked by combustible metals such as titanium, magnesium, sodium, lithium, aluminium and potassium. Laboratories are often typical environments where Class D fires occur.

How to extinguish: Dry powered agents are ideal extinguishers – graphite powder, powdered copper and sodium chloride are effective dry powder agents.

CAUTION: Dry powder and dry chemical agents are not the same and the latter should never be used to put out a flame as it might intensify the fire.

WATER SHOULD NEVER BE USED TO PUT OUT A CLASS D FIRE. The liquid only worsens the flames fuelled by metal fires, since water burns when it comes into contact with specific metals.

Class K: Cooking fires that spark from grease, lard, olive oil, butter, animal fat and vegetable fat. Class K fires can spark on the stovetop, oven or grill and overheated foods in the microwave.

How to extinguish: Fire extinguishers contain chemical agents that absorb the flames' heat, cuts oxygen to the fire and effectively smothers the fires. Homes and restaurants should be equipped with fire extinguishers; and all those working in the kitchen should learn how to use the fire extinguisher.

Source: <https://www.servicemastersanfrancisco.com/types-of-fires-how-to-extinguish/>

OUT WITH SINGLE USE PLASTIC BAGS



The Conservation and Environment Protection Authority of Papua New Guinea have given an extension of 45 days before a complete ban on single use plastics on March 16th 2020.

Any individual found importing, manufacturing, or retailing single use plastic shopping bags after the prescribed date will be in breach of the Environment Act 2000.

We encourage all employees of Steamships Group of company to refuse the use of single bag plastics by using bilums, canvas or other reusable bags.

Source: *The National*, Monday, February 3, 2020.

BLOW THE WHISTLE ON BAD BEHAVIOR!

1.0 Policy Statement

The Steamships Group adheres to the highest standards of business ethics, conducting all its businesses with integrity, promotes fairness and respect among all employees.

2.0 Objective of this Policy

The purpose of the Steamships Whistleblowing Policy is to provide guidelines for any individual (whistle-blower) who wants to raise concern on unethical conduct, fraud, perceived wrongdoings or violation to any provisions of the Steamships Code of Conduct ("Improper Conduct"). This policy is a supplement to Clause 19 of the Code of Conduct.

3.0 Application of the Policy

The policy applies to all employees of the Steamships Group (the Group) and related parties where Steamships has business dealings. All individuals are encouraged 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 harassment. The Group will maintain strict confidentiality of the reported matters.

4.0 Statement of Support to Whistleblowers

The Group is committed to the aims and objectives of this Policy where Whistleblowers are protected to come forward in good faith and on a proper basis to disclose unethical business conduct and other wrong doings ("improper conduct").

5.0 Improper Conduct

For the purpose of this Policy, Improper Conduct is defined as:

- corrupt, fraudulent or other illegal conduct or activity;
- conduct that this contrary to, or a breach of, Steamships Codes and Policies;
- a substantial mismanagement of the Group's resources;

- conduct involving substantial risk to public health or safety; or
- conduct involving substantial risk to the environment that would, if proven, constitute by the Group or its employee/s a criminal offence;
- reasonable grounds for dismissing or dispensing with, or otherwise terminating, the services of a Steamships employee/s who was, or is, engaged in that conduct; or
- reasonable grounds for disciplinary action.

6.0 Whistleblowing Procedures

- To report a genuine concern, the matters should be initially reported to the direct manager.
- If the whistle blower is uncomfortable to report the matters through normal reporting procedures or no satisfactory actions are taken the matter must be escalated to the Steamships Internal Audit (STCIA).
- STCIA will conduct initial assessment of the case.
- If the disclosures are made in good faith, STCIA will gather information and undertake an appropriate investigation.
- Recommendations on the outcome will be given to the appropriate senior management authority to address the matter.
- This Policy is not designed to deal with general employment grievances and complaints.

Any report treated in accordance with this Policy must be for one of the Improper Conduct as outlined above. All general employment complaints or grievances will be forwarded to the respective divisional manager or GM Human Resources to address.

7.0 Whistleblowing Channels

- Individuals may report their concern through various channels:
 - Via email at stcia@steamships.com.pg.
 - A text message can be sent to the dedicated Mobile Number 71004481.
 - Postal Address at Steamships Trading Company Limited, c/o Group Internal Auditor, P.O. 1, Port Moresby.

BAD BUSINESS PRACTICE IS UNACCEPTABLE!

Are you aware of any unethical conduct, fraud, perceived wrongdoings, or violation of the Steamships Code of Conduct? If so, then our Whistleblower policy, allows you to report any such incident, in the knowledge that it will be done so confidentially and that your identity will be protected at all times!

It's simple. Send a text to 71004481 or an e-mail to: stcia@steamships.com.pg and the matter will be appropriately dressed.

You can mail it to; Steamships Trading Company Limited, c/o Group Internal Auditor, P.O. 1, Port Moresby.



STEAMSHIPS

Send us your stories and high resolution images for publication in Tok Steamies Newsletter by 17th April 2020. Your stories should be no more than 500 words. Email: toksteamies@steamships.com.pg

Belisi PNG

BETTER LIVES  BETTER BUSINESS



Port Moresby General Hospital

Emergency Department

Open: 24 Hours 7 days a week Services: **URGENT** medical treatment

Family Support Centre (FSC),

Port Moresby General Hospital, 3 Mile
Phone: 324 8246

Open: 8am to 4pm weekdays Services: Five essential services

Bel isi PNG Case Management Centre (Operated by Femili PNG)

Phone: 7055 4401

Open: 9am to 4pm weekdays Services: Case Management,

Safe House Referral

1-Tok Kaunselin Helpim Lain

Phone: 7150 8000 Open: 7am to 7pm 7 days Services: Counselling

Badili Police Station

Scratchley Road Badili

(near Badili Stop and Shop) Services: FSVU, General Policing

Boroko Police Station & FSVU (National FSVU Office)

Okari Street, Boroko

Boroko Police 24 hour phone line

Phone: 324 4331 or 324 4329

Gordons Police Station and FSVU

Cobon Street, Gordons (near the corner of Cobon Street and Geauta Drive, opposite KPT Group Head Office

Hohola Police Station and FSVU

Near Big Rooster, Hohola

Waigani Police Station and FSVU

Near the corner of Waigani Drive and Mokoraha Road, Waigani

6 Mile Police Station and FSVU

Gerehu Drive, Gerehu (opposite Gerehu High School, near G-mart)

St. John Ambulance

Ambulance Emergency: 111 or 7111 1234

Kaugere 4 Square Clinic

Living Light Health Services

Phone: 7076 2340

Open: 8am to 4pm weekdays Services: Five essential services

Koki Clinic

Salvation Army

Phone: 7463 6818

Open: 8 am to 4 pm weekdays Services: Five essential services