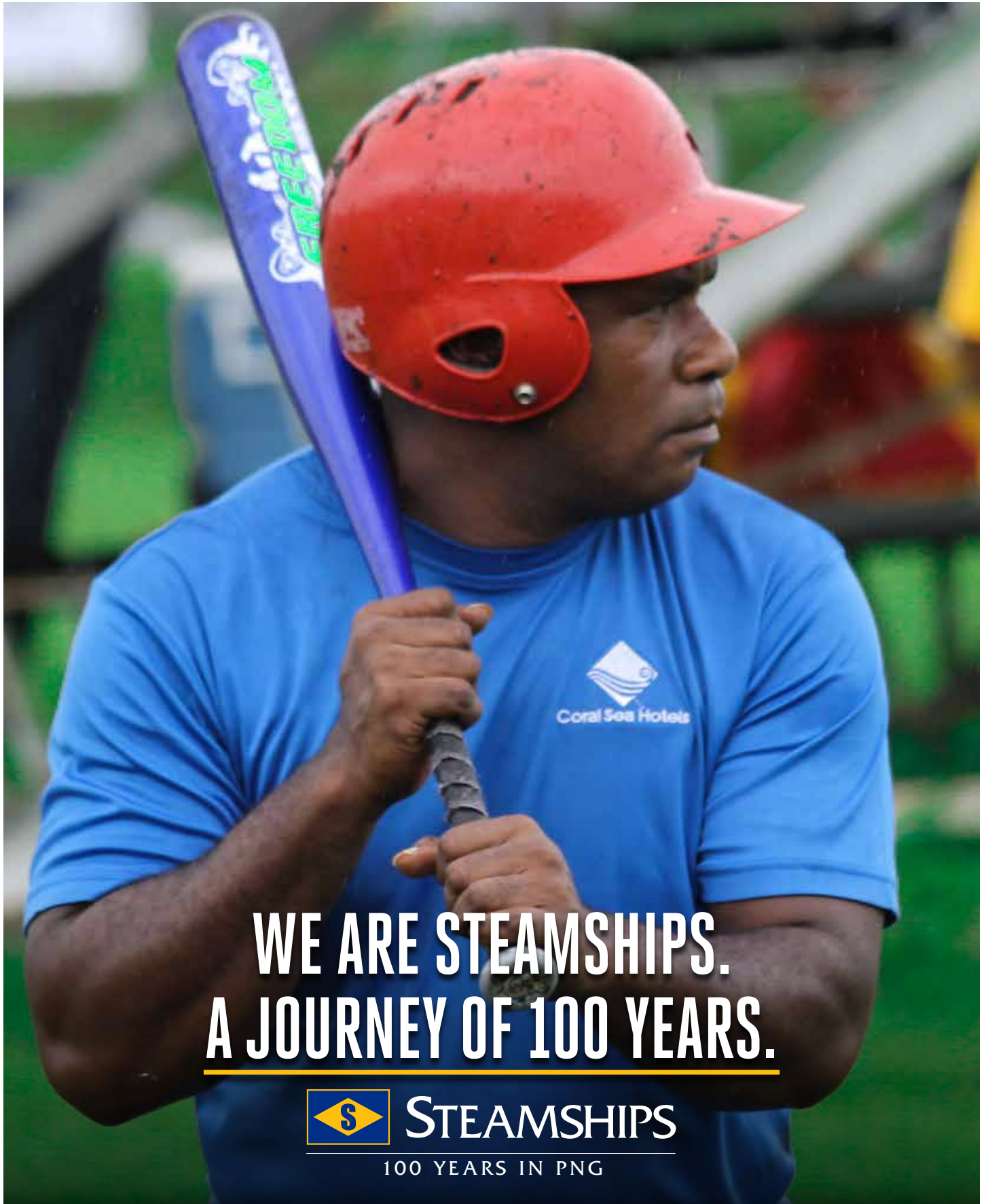


TOK STEAMIES N^o49

MAY/JUN 2018



**WE ARE STEAMSHIPS.
A JOURNEY OF 100 YEARS.**



STEAMSHIPS

100 YEARS IN PNG

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COVER PHOTO:
JIMMY FROM CSH HORSES EYING THE PITCHER DURING THE LAE MIXED SOFTBALL GAME, JUNE 16TH.



SEND IN YOUR STORIES AND HIGH RESOLUTION IMAGES FOR PUBLICATION IN TOK STEAMIES NEWSLETTER BY 19TH JULY 2018. YOUR STORIES SHOULD BE NO MORE THAN 500 WORDS. EMAIL: TOKSTEAMIES@STEAMSHIPS.COM.PG

CORAL SEA HOTELS PARTNERS WITH SINGAPORE'S PREMIER TOURISM & HOSPITALITY INDUSTRY TRAINER.



Coral Sea Hotels Partners with Singapore's Premier Tourism & Hospitality Industry Trainer

The Singapore Hotel Association and Education Centre (SHATEC) Global and Coral Sea Hotels have entered into a collaboration to train local PNG talent in undertaking upper management roles.

Under Coral Sea Hotels Hospitality College, a virtual college that represents CSH's commitment to training and develop merited, passionate and positive-minded management, supervisory and rank & file level employees.

The first program, 'Management Coaching & Mentoring' is a six-module course that will be provided by SHATEC over a period of six months – three days per month, commencing this Wednesday

(25th April, 2018) and concluding in September, 2018.

The first cohort consists of 18 selected participants from across the Coral Sea Hotels group. Participants who complete all six modules and pass a knowledge test will receive a 'professional certificate in hospitality management' awarded by SHATEC Global.

Marc Ehler, General Manager for Coral Sea Hotels, told the first 18 participants, "We expect that this 'Management Coaching & Mentoring' program will build a better future for you and your dependents while it also contributes to better results and growth of Coral Sea Hotels."

Ehler emphasized the significance of developing national talent for leadership roles within the Tourism and Hospitality Industry in Papua New Guinea. Being the leading group of hotels in Papua New Guinea, Coral Sea Hotels aims to develop, encourage and motivate nationals on a professional level to take up senior management positions, which is missing today.

The Management Coaching & Mentoring program is the first of the modules to be rolled out and CSH Hospitality College looks forward to an exciting year of training and development.

FEATURE STORY

FLORENCE AND SERAH PROVE THAT HARD WORK CREATES PROMOTIONAL OPPORTUNITIES

At Steamships the focus is to ensure that employees are afforded every opportunity to build strong, rewarding and successful careers in a safe, learning and developing environment. Our People is one of the three pillars of Steamships Sustainable Development Policy. . The journey into 100 years of business investment and partnership has provided opportunities for our people, the community in which we operate and the environment. Our great journey is a result of our strong focus in our people- the men and women that work tirelessly and remain committed to doing the right thing.

The story of a 100 years and how we have evolved can be seen in Florence Kunika and Sarah Kave.

As a young girl growing up in Port Moresby, **Florence Kunika** dreamed of becoming a flight attendant yet, little did she know she would grow up to an exciting role that involved meeting people from around the world and organising events. Her career started at Gateway Hotel.

"I grew up here at Gateway since my Dad was working as the Food and Beverage Supervisor. There was this one time where I ran around the restaurant looking for my Dad. When he saw me, he asked me what I was doing here. I told him I was hungry," with a joyful smile she added, "The duty manager at the time overheard me and called me over and shared his meal with me. So basically Gateway is my home, most of the changes here happened under my nose."

Today, 35-year-old Food and Beverage Manager, has indeed come a long way. Florence took a different pathway, something almost similar to cabin crew but still in the Tourism and Hospitality industry. She has been exposed to the growing Hotel industry ever since she was a little girl and has been with the Coral Sea Hotels for 17 years.

Florence is from Central Province and

completed her studies at the Australia Pacific Technical College, in Port Moresby and attained her Certificate III in Hospitality.

"My Dad was a strict man and, he treated me like every other employee. He always told me that there were no shortcuts and if I wanted to be a manager someday, I would have to work my way up."

Florence started as a receptionist at the Front Desk and eventually took up supervisory roles with the Banquets Department.

Florence has developed through the various roles she held in the Banquets Department.

"There are times people mistake you for micro managing them when all you are doing is trying to help them," said Florence. "From a management level, you deal with people from different backgrounds and different levels which sometimes can be seen as barriers." Florence has not allowed barriers and challenges prevent her from achieving her goals and giving her best to her work. She is passionate about her work and ensures that her staff are well trained and knowledgeable in their roles. Florence has had personal achievement and professional development. In 2014 when she was the Conference Manager a letter from the American Embassy was sent to the hotel acknowledging a job well done by Florence.

"They highlighted my name in the letter and I was thanked for successfully hosting the event. It motivated me because I was being appreciated for my hard work and it meant a lot to me to be recognised by a person from such a calibre."

Another achievement in her career would be receiving a Royal Porcelain gift from the Thai Prime Minister for successfully hosting and coordinating their event as well.

"It's a Royal Porcelain of Thailand. In Thai it's called the "Benjarong" meaning five different colours, since it's made from 12-18 karat gold it is a precious ceramic from the royal house hold."

When asked who inspired her to be the person she is today, Florence did not have to look that far.

"One of the things that has inspired me to come this far is my father, I always look up to him. My father started off as a waiter as well." Talo Kunika was employed by Gateway Hotel for twenty two years.

"He really was the one that inspired me, he worked his way up from being a waiter to a Food and Beverage Supervisor."

Florence was pleased to tell us that he was her role model and inspiration. She added, "Commitment and hard work brings you opportunities. It is also about working with the right people who love to see you grow. And keeping the right people within your circle."

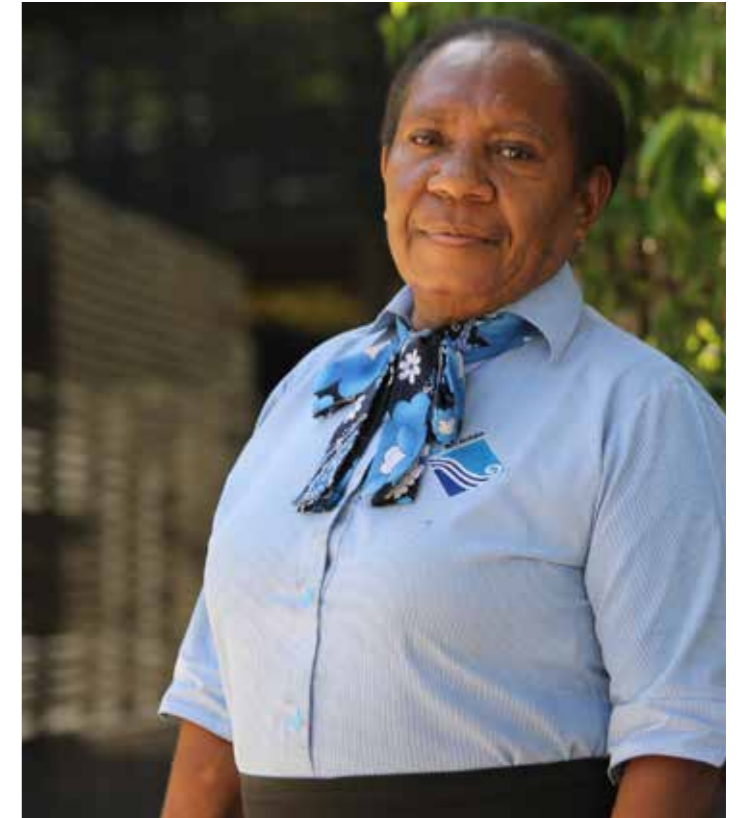
Florence has mentors including Stuart Johnson – the former Ela Beach Hotel Manager, Mal Toran - Kiunga Hotel Manager and Matthew Cooper – General Manager of Gateway Hotel. Her life philosophy would be to Work Smart. "When given a task, you have to plan how to go about achieving the task and get it done on time."

She is keen to remain in the Hotel Industry and hopes that one day she will be given the opportunity to work with other Coral Sea Hotels. Florence is determined to continue into more senior roles with Coral Sea Hotels.

Sarah Sandra Kave has worked with Coral Sea Hotels for 37 years. Sarah 55, is Coral Sea Hotel's Accounts Receivable Clerk. She started working with the hotel in 1981 when she completed her studies at the Port Moresby Secretarial College, now known as Port Moresby Business College.



Gateway Hotel Food & Beverages Manager, Florence Kunika



Coral Sea Hotels Accounts Receivables Clerk, Sara Lisandra Kave

"I started off at Gateway Hotel accounts with no experience in accounting, most of what I learnt is either self-taught and through my mentors. I started with Gateway Hotel in Accounts – Accounts Receivables where I stayed for 10 years, then I went over to Head office Accounts Receivables - Finance and stayed there for another eight years. Afterwards, I then moved over to Steamships Associate Distributors where I was with Accounts Receivables again for four years later I was transferred back to Head office where I have been for the last 23 years."

Sarah is known to be a quiet achiever and mentioned proudly that she has watched the growth of Steamships especially the Coral Sea Hotels for the past 37 years.

She was taught by her mum to work hard, being the 4th child in a family of 10 was really tough. Her mother was a housewife supporting the family. Her father was a Pastor who had passed away when Sarah was a young girl and she was left with her siblings to help her mother look for work.

"We had to help our mother look after

our smaller siblings so I had to work hard and finish school like my other siblings before me. We had to look for jobs with whatever knowledge we had."

The work of an Accounts Receivable is quite challenging because you have to call up clients and follow up on debts. Over the years, she has learnt a lot and has a depth of experience in her current role. She is thankful to the people who have mentored her. A highlight in her career was in 2014, when the Team Leader for AR, Ms Jenny Nim, asked Sarah to do up a standard daily hotel banking summary report for the Coral Seal Hotel group.

"I created a template that is being used today. I am very happy as it is my contribution to the company. I love my job, and enjoy contributing to the growth of the company."

Sarah was asked how she managed to work for 37 years and what had motivated her. Sarah spoke about Mary Kupa, who was a former employee at the time. "When I started work, I found out that Mary had 25 years under her belt. I told myself to beat that and that if Mary can do that, I can do that too." She has

done that today clocking in 37 years with Coral Seas Hotel. "You have to know what you are doing and try to do better tomorrow," said Sarah. "My secret of finding joy in work is summed up in one word: Excellence!"

She recalls when a former Hotel Manager Duncan Ferry who advised her to stay and work and grow with the hotel.

"Loyalty is important," she says. "I believe it goes a long way." Sarah gives credit to staff that have motivated her including Anne Kramer. "It is important that you know how to do your work and enjoy it while you are doing it. Do not let anything or any situation bring you down, face every challenge as it comes because life's too short to regret anything or the decision you make. We have to live life to the fullest." And that is Sarah's philosophy, taking on each day as it comes. When asked if she would be moving anywhere soon, perhaps to a different company. With a smile she replied that she is content where she is and looks to finish her career here before she retires. She is grateful to Coral Sea Hotels and wishes Steamships a happy Centenary.

STEAMSHIPS 11 YEAR SPONSORSHIP OF WESTPAC OUTSTANDING AWARDS

Steamships continues to support Gender Development and the role of women in Papua New Guinea. Its 11 year platinum sponsorship of the Westpac Outstanding Awards has seen four of its employees win awards in the various categories. Mary Hendan, Naime Tom, Monica Toisenegila and Michelle Boyama are former recipients and all four women have set a benchmark for fellow Steamships female employees to strive for the best promoting development within the company. What follows is a list of "firsts" in their divisions. The company has been a major sponsor of WOW since its inception eleven years ago.

In 2009 Steamships first female General Manager Human Resource Mary Hendan was winner of the Price Waterhouse Coopers award. The award recognizes women who contribute to business development within their industry. Mary has since moved on to run her own online business for health and wellness products.

Mary set the benchmark for the rest of Steamships female employees and what followed was a string of three more women taking out the awards. As if the first in class was not enough, Monica Toisenegila followed suit in 2011 when she too was awarded the Pricewaterhouse Coopers Award. The Steamies Toastmaster Club is one of the initiatives that Monica set up in the past two years to involve staff in confidence building and public speaking skills. Monica is currently the Human

Resource Manager of Transport and Port Services and the PNG Division Director for Toastmasters International. She was a recipient of the Area Director of the year (2017) for District 69 which includes Queensland and PNG.

Naime Tom became Steamships first female forklift operator and winner of the IBBM Young Achiever Awards in



L-R: Westpac PNG's Managing Director Adrian Hughes, Steamships Not for Profit Award winner Priscilla Kevin and Pacific Towing's General Manager Neil Papenfus at the Awards night in March at the Gateway Hotel. Neil presented the award on behalf of Steamships.

2013. Naime went on to attain a Diploma in Business Management at the Institute of Banking and Business Management as part of her winning award. Naime was an employee of Ports Services at the time of her award.

Another first in Steamships is Trobriand Islander Michelle Boyama. She was Pacific Towing's first female Tugmaster at the age of 27. Michelle went on to win the IBBM Young Achiever's Award for her contributions to the Maritime Industry. When asked about receiving the award she said "oh my goodness I was going to wear a dress, heels and get my hair and make-up done!" Michelle is now the skipper of Steamships flagship the Moresby Chief.

There are seven categories in the WOW Awards and they include:

- Pricewaterhouse Coopers
- Steamships Not for Profit
- SP Brewery Entrepreneur
- Trukai Community
- IBBM Young Achievers
- Moore Printing

Steamships 2017-2018 Not for Profit Award winner is Priscilla Kevin. She is the founder of the not for profit association called The PNG Women in STEM Association (Science, Technology, Engineering and Mathematics). The aim of the association is to promote and bring awareness to women in STEM fields. Priscilla works tirelessly for the association apart from juggling her business called In4Net in Port Moresby. She currently serves on the Board of the University of Technology Science & Technology to promote entrepreneurship dialogue for graduates and on Global Internet development forum called The Internet Corporation for Assigned Names and Numbers (ICANN), a nonprofit organization responsible for coordinating the maintenance and procedures of several databases related to the namespaces of the Internet, ensuring the network's stable and secure operation. Priscilla is grateful to Steamships for the Award.

BOUGAINVILLE COAST RESCUES THREE BOUGAINVILLEANS



From left to right: Captain David Kusunan, GM – Stuart Craker and Watchman – Francis Polapen.

Captain David Kusunan and the crew of the Bougainville Coast were greeted by the General Manager of Consort Mr Stuart Craker, who was only too proud of the efforts and display of good seamanship showed by the crew on the morning of Thursday 10th of May 2018. At 0550 hours during Chief Officer Michael Nor's watch, Watchman Francis Polapen heard cries for help coming from a twenty three feet dinghy with three people on it. The dinghy was travelling from Nissan Island (Green Island Group) to Buka when their handheld GSP device

stopped working because the battery became flat. The three men spent about ten hours adrift until they came across the Bougainville Coast and started calling out for help and were spotted by the watchman Francis. The three men (names given to NMSA that morning of the rescue) were aged eighteen years, twenty one and thirty five years old respectively and all from Sohano. Captain Kusunan brought them on board, they were given food and made to feel warm again after being cold and shivering from being adrift that long.

They were about thirty five nautical miles away from the nearest land. Bougainville Coast re-tracked to twenty nautical miles from land to drop them off as they can manage to find their way back shore with the amount of fuel they had. Consort's Management and ashore staff would like to again thank Captain Kusunan and the crew of the Bougainville Coast, especially Chief Officer Michael Nor and Watchman Francis Polapen for a great display of seamanship. Well done men!

OUR SUCCESS

CONSORT HELPS TRANSPORT ATHLETICS EQUIPMENT



Consort Kimbe Staff in front of the Two Containers that was being transported from Kimbe to POM.

CONSORT Express Lines assisted Athletics PNG recently with the free of charge shipment of two containers of equipment from Kimbe to Port Moresby.

Most of the Athletics equipment from Port Moresby was taken to Kimbe last year for the PNG Games along with some other sports equipment and was not returned, apparently due to financial issues.

“With the athletics season getting underway and especially having our National Championships scheduled for August in Port Moresby, we were getting concerned,” Athletics PNG secretary Philip Rehder said.

With permission from the PNG Sports Foundation an approach was made to Consort and this met with a favourable response. Rehder thanked general manager Stuart Craker for his approval to uplift the containers.

STEAMSHIPS DONATES K100,000 FOR SOUTHERN HIGHLANDS AND HELA HOSPITALS



Steamships Managing Director Peter Langslow presenting a cheque of K100,000 to Amanda Andersen- Head of Finance and Administration for Oil Search Foundation.

The Steamships Trading Company has donated K100,000 to Oil Search Foundation (OSF) for the purchase and delivery of essential medical equipment to the provincial hospitals of the Southern Highlands and Hela provinces.

The generous donation will be used to purchase three electrocardiogram machines and one defibrillator for the provincial hospitals in these two provinces.

Chief Executive Officer of the Southern Highlands Provincial Health Authority (SHPHA), Dr Joseph Birisi, and his Hela counterpart, Dr James Kintwa, thanked Steamships for the donation and OSF for its part in ensuring the donation and medical equipment reaches the provincial hospitals.

The two provinces were the hardest-hit in the February 26 earthquake and subsequent aftershocks, displacing thousands and causing extensive damages. Health facilities in the two provinces have also suffered damages.

“We have suffered extensively in the earthquake and welcome any help that

is forthcoming. We are truly grateful for this thoughtful gesture that will be saving lives in our hospital and thank Steamships Trading Company on behalf of our people for this donation,” said Dr Birisi.

“Our health facilities and health workers have been at the forefront of relief operations even though most of them were also affected by this earthquake and this donation will be a big moral boost for them,” Dr Kintwa said.

Steamships Trading Company, which has diversified operations in shipping, property, hotels and manufacturing, said it was pleased to be able to help the provinces and their people recover from the massive earthquakes.

“Our thoughts are with the communities at this time and we are pleased to be able to contribute to the recovery efforts by providing this life saving equipment,” said Peter Langslow, Managing Director of Steamships.

The Foundation will be delivering the medical equipment to the two provinces as a matter of urgency.

OUT & ABOUT



Gateway Hotel's General Manager Matthew Cooper receiving one of the defibrillators from a representative of St Johns Ambulance. The portable device can be used to deliver a controlled shock to zap the heart into normal beat.



Participants in Financial Intelligence Training at Gateway Hotel in June.



The staff at the Port Services Office in Oro Popodentta organised a training session on Fire Emergency Drills as part of their on going exercise to maintain a safe work place environment.



Gantm Primary School staff and students posing for a photo opportunity with Laga Lae during the SASWAC in Lae.



Staff of EWT and Port Services pose for a group photo with General Managers Gary Dobson and Greg Kettleton. Port Services remain in the old STC office whilst Gary and his team moved across to the EWT office at Baruni.



Participating teams pose for a group photo at the Lae Scrum Oval after a successful day of Mixed Softball Competition organised by Lindsay Pulu of the Lae Softball Association.



Corporate Affairs General Manager David Toua presents the Managing Director's Cup to the 2018 champions' Captain Paul Sevua. Consort Liner's beat Swire Rebels to claim the MD's Cup.



Consort Liner's batter lines up for the ball during the championship match between Swire. Consort defeated Swire Rebels by a close margin.



Top: EWT Truckies player dashing home.
Above: Riback Stackers warming up with the war cry.
Right: Riback player running home while Swire Rebels back stop looks on.



OUR DEVELOPMENT

WALKING FOR INTEGRITY

By Shimona Ipah



Steamships Graduate Development Programme Team posing for a group photo. The team participated in the annual Walk Against Corruption.

The Sir Anthony Siaguru Walk Against Corruption is an annual event hosted by Transparency International PNG. The purpose of the walk is to create greater awareness about corruption, provide citizens an opportunity to peacefully demonstrate their opposition and most importantly to raise much needed funds for TIPNG to sustain their operations. This year the theme for the walk was "Walk for Integrity". Steamships Trading Limited sponsored a team of former and current graduates to walk against corruption on the 10th of June 2018.

The walk started at 6:30am followed with chanting from the organizations at the Sir John Guise Stadium. Steamships graduates were located next to the Clean Generation and Uni Piggies (rugby union sport) teams. The route for the walk was from the Sir John Guise Stadium, towards the NCDG over to Waigani ANZ traffic light, all the way towards the Wardstrip Demonstration school and back to the stadium.

'WHAT IS IT TO BE A PERSON OF INTEGRITY?'... I SAY IT'S ALL ABOUT DOING THE RIGHT THING IN ALL CIRCUMSTANCES EVEN IF NO ONE IS WATCHING.

For some of the graduates, the walk was all about reflecting on how integrity is also seen within the company, and how each as an individual can practice ethical standards when dealing with colleagues and customers. It is up to us as individuals to ensure professionalism, credibility, transparency and integrity in our own divisions.

In closing we all can ask ourselves this question 'What is it to be a person of integrity?' You will have your own answers which may be similar or very different to me. I say it's all about doing the right thing in all circumstances even if no one is watching.

CORPORATE TRAINING

JULY- AUGUST 2018

COURSES TO BE HELD IN LAE

16- 20 July 2018 | **Introduction to Supervision**
IBBM | Huon Gulf Hotel- Lae

27- 28 August 2018 | **Interpersonal Skills**
IBBM | Huon Gulf Hotel- Lae

COURSES TO BE HELD IN PORT MORESBY

16- 17 July 2018 | **Problem Solving and Decision Making** |
Deloitte Training | Grand Papua Hotel- Port Moresby

18-19 July 2018 | **Interpersonal Skills**
IBBM Campus- Port Moresby

24 July 2018 | **Essential Management Skills**
PNGIM | Grand Papua Hotel- Port Moresby

25- 26 July 2018 | **Handling Difficult Customers**
IBBM | IBBM Campus- Port Moresby

1-2 August 2018 | **Assertiveness & Self-Confidence**
IBBM | IBBM Campus- Port Moresby

22 August 2018 | **STC HR Module 2: Leave & Entitlements** | STC CHO HR
Grand Papua Hotel – Port Moresby

22 August 2018 | **STC HR Module 3: Performance & Discipline** | STC CHO HR
Grand Papua Hotel- Port Moresby

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CHALLENGE ACCEPTED By Seini Fisi'ihoi



Julienne Angoman, up for any challenge.

Upcoming management trainee star Julienne Angoman began her Steamships journey this year through the Graduate Development Program.

For anyone meeting Julienne for the first time, it would be unwise to underestimate her intuition and determination to succeed. Hailing from Enga and Bouganville, Julienne has a strong business background with her parents running their own family business- engaging her and her siblings very early in turning dreams into reality.

“I know I can get anywhere if I put in my best and I have so much to give”, says Julienne over a small coffee chat with me in May. She told me stories of her earlier years growing up and of her time spent abroad in Sydney and also attending Lake Michigan College and Sienna Heights University in Michigan,

USA. With dreams of one day being in a position to give back to PNG as best as she can, she carries the attitude of looking difficulty in the eye and saying ‘Challenge accepted’.

And of course everyone has their own story, as for Julienne her breaking point took place when she was least prepared. “I was in a train heading home thinking about how I had to do a presentation at school and I felt myself starting to have a breakdown. I was just there, listening to all the voices in my mind- questioning myself about why I was sent so far away home to study here, why was I pushed to do things I didn’t want to do and why I had to be by myself. I called my parents seeking comfort and explained how much I didn’t want to do public speaking and my father told me to ‘face it’. It was the last thing I wanted to hear so I was

just sitting there crying. You see, when you are on a train you can always hear the railway and screeching happening around you but in my state, everything was zoned out and all I could hear were the same questions asking myself who I was and why everything had to be so hard. It was then that I did some serious self-talk about needing to grow up, pull myself together, take the advice I was given and face it- face every challenge. Walking out of that train felt different to all the other train rides I had taken before. I walked out believing in my solitude and independence- believing in Me. I took each day at a time until presentation day and walked into the lecture hall with more faith in myself than I ever had.”

‘You can really surprise yourself when you do things you initially thought you never could.’

In her own words, Julienne reminds us of the tired person we see in the mirror on those tough days.

Spending her first year of the GDP with Pacific Palms Property, she was heavily involved with HR responsibilities and has recently moved to Property Department where she is now reporting to the PNG Property Manager. Her bond with the other first year graduates and the network she has across the company continues to build her appreciation for Steamships.

“This (Steamships) is a really big company and it’s not always easy meeting expectations. Every time I face a challenge, I keep faith that I can get through it and when I do, it really hits me that if I didn’t pull myself together in that train I wouldn’t be this confident in my abilities”, with a cheerful laughter she added, “You can really surprise yourself when you do things you initially thought you never could”.

ARE YOU AWARE OF THESE 4 TYPES OF WORKPLACE HAZARDS?



Hazards exist in every workplace, but how do you know which ones have the most potential to harm workers.

Physical Hazards:

This is the most common type of workplace hazards. Examples of physical hazards include temperature extremes, slips, trips, falls, and exposure to loud noises, working from heights, vibrations, and unguarded machinery.

Action: Stop - Take 5 - Identify ways to manage physical hazards and take reasonable steps to prevent their potential to harm.

Solution: Cleaning up spills, putting equipment back where it belongs, improving lighting, and requiring workers to wear slip-resistant footwear.

Ergonomic Hazards:

Every occupation places certain strains on a worker’s body. Ergonomic hazards occur as a result of physical factors that can harm the musculoskeletal system. This type of hazard is not easily identified, examples of this hazard are poor lighting, repetitive motion, awkward movements, and poor posture.

Action: Stop - Take 5 - Identify the ways to reduce ergonomic risk factors and help fit the workplace to the worker. Solutions can be grouped into three main categories: eliminate the hazard, improve work policies and procedures, and provide personal protective equipment. Often the best solution involves a combination of approaches.

protective gear such as chemical-resistant gloves. If you don’t know how to correctly use a product, ask for assistance.

Biological Hazards:

Healthcare professionals are at most risk for this type of hazard. Biological hazards occurs due to working with people, animals or infectious plant material. Examples include blood or other bodily fluids, animal care, insect bites, bacteria or viruses.

Action: Stop - Take 5 - Identify ways to reduce the risk such as Wash hands before and after work. Also wash hands immediately before and after wearing protective clothing, uniforms or gloves to reduce the possibility of infection

Solution: Clean and disinfect – a lot. If you handle bio-hazardous waste materials, please do so safely. Wearing personal protective equipment, like gloves and masks.

If you unable to reduce/eliminate the risk on your own then seek advice from HSSE Team.

The biggest threat to worker health and safety is their work environment. By identifying hazards and knowing the actions to take at your workplace, you will be better prepared to control or eliminate them and prevent accidents, injuries, property damage and downtime. Please take necessary precautions to protect yourself by maintaining a safe work environment.

Safety starts with YOU!

OUR HISTORY

2018 IS STEAMSHIPS CENTENARY: WE ARE LOOKING FOR HISTORICAL IMAGES - CAN YOU HELP?



In 2018 we are celebrating our 100-year anniversary. As part of our planed activities we are developing an extensive on-line historical record for public viewing of Steamships Trading Company's association with the country, community and staff over the past 100 years. If you have any historical pictures, even film reels, anecdotal stories that feature

any of the early Steamships stores or our business activities, any early staff photos or even any major PNG milestones that come with a story, and you would like them showcased is such an historic record... we would love to hear from you. Any materials provided would be loaned and returned, your credit will be acknowledged in the publication and we will give you a restored- retouched digital

image of your contribution for your safe keeping and future use. We are excited about cataloging such history for the company and the country. **For further information:**
Phone +675 7998 7000
Email GHabitein@steamships.com.pg or MRea@steamships.com.pg

WHISTLE BLOWING POLICY

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:

- I. corrupt, fraudulent or other illegal conduct or activity;
- II. conduct that this contrary to, or a breach of, Steamships Codes and Policies;

- III. a substantial mismanagement of the Group's resources;
- IV. conduct involving substantial risk to public health or safety; or
- V. conduct involving substantial risk to the environment that would, if proven, constitute by the Group or its employee/s a criminal offence;
- VI. 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
- VII. reasonable grounds for disciplinary action.

6.0 WHISTLEBLOWING PROCEDURES

- 6.1 To report a genuine concern, the matters should be initially reported to the direct manager.
- 6.2 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).
- 6.3 STCIA will conduct initial assessment of the case.
- 6.4 If the disclosures are made in good faith, STCIA will gather information and undertake an appropriate investigation.
- 6.5 Recommendations on the outcome will be given to the appropriate senior management authority to address the matter.
- 6.6 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

- 7.1 Individuals may report their concern through various channels:
 - i. Via email at stcia@steamships.com.pg.
 - ii. A text message can be sent to the dedicated Mobile Number 71004481.
 - iii. 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.



100 YEARS IN PNG

*Send us your stories and high resolution images
for publication in Tok Steamies Newsletter by 19th July 2018.*

Your stories should be no more than 500 words.

Email: toksteamies@steamships.com.pg