



STEAMSHIPS



SUSTAINABILITY REPORT 2015

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SUSTAINABILITY: A MESSAGE FROM THE BOARD OF DIRECTORS

At Steamships, sustainability is central to everything we do. We believe that our environmental and social performance is as important as our financial performance, as is our duty of care to our staff. By maintaining a clear focus on the three pillars of Our People, Our Environment and Our Community, Steamships remains a major contributor to the economic development of PNG, and a committed steward of the unique environment and culture of our nation.

2015 was another year of good outcomes for Our People. The company offered multiple opportunities for professional development, continuing in our mission of providing rewarding and varied careers. Specialised technical training was provided to carefully selected employees of Coral Sea Hotels and Consort Shipping, and our Graduate Management Program Trainees expanded their professional experience with a secondment to the Pacific Games. The results of the People Pulse survey attest to the fact that Steamships is an attractive place to work, while providing some great ideas for organisational improvement.

Safeguarding Our Environment and minimising the impact of Steamships operations on our natural surroundings remains a focus of paramount importance. A record number of Steamships staff participated in World Environment Day events in 2015, working hard to raise awareness of the environmental challenges faced by PNG. A group-wide waste management plan has been drafted and is expected to be finalised in the coming months. The new plan will help Steamships to minimise solid waste created by operations and reduce waste disposal expenses.

For Steamships, benefiting Our Community is central to everything that we do. We strive to ensure our operations provide lasting opportunities for those in the communities in which we operate, and we promote and support better health and education outcomes in remote parts of the country. In 2015, Steamships continued its strong support of the Buk Bilong Pikinini program, and thousands received medical services thanks to Steamships' support of the YWAM Medical Ship. All in all the company contributed K1.6 million to community initiatives in 2015.

This Sustainability Report outlines Steamships' sustainability performance, highlighting both achievements and areas for improvement. The latter half of the report has been prepared in accordance with the requirements of the Global Reporting Initiative (GRI), a worldwide corporate transparency initiative that Steamships has followed since 2013.

STEAMSHIPS SUSTAINABILITY FOCUS AREAS

OUR PEOPLE

A strong focus on people is one of the three pillars of Steamships’ Sustainability Strategy. Steamships’ goal is to nurture enjoyable, rewarding and long-term careers for its employees. The Group understands that by building a culture of trust, respect, fairness, safety and inclusivity it can foster an environment that helps people succeed.

Steamships’ People Strategy

Steamships’ “People” strategy aims to create an environment that promotes an engaged workforce, encourages the development of both hard and soft skills and facilitates an emerging generation of leaders. The provision of clear performance objectives and regular feedback are crucial components in the process. 2015 saw a particular focus on the HR strategy across the business.

We continue to place an emphasis on the training and development of our workforce through professional development courses. With the analysis of the People Pulse survey, new initiatives and measures are being introduced to further address employees’ concerns and professional needs.

Our People: Review of Activities and Objectives

2015 Highlights	2016 Objectives
<p>Carried out a number of TB awareness health programs to educate staff about prevention</p>	<p>Divisional focus to address more employees and deliver health programs to all employees</p> <p>Establish more networks with public health service providers and other organisations to engage and educate the work force</p> <p>Provide more programs and engage with divisions to improve attendance. Aspen Medical has been engaged to provide a proposal to deliver a company-wide TB prevention program for delivery in 2016</p>

<p>Safety programs implemented to increase awareness and improve behaviours</p> <p>Positive trend in injury statistics and more effective reporting of incidents</p> <p>Monthly Safety Report circulated to all divisions</p>	<p>Refine and improve reporting of lag and lead indicators to implement more effective safety management tools; consult with external experts on this process</p>
<p>Coral Sea Hotels continues specialised training for food and beverage employees with the Australia Pacific Technical College, with the program extended to employees of the housekeeping division</p> <p>14 Consort employees undergoing seamanship training with the PNG Maritime College in Madang</p> <p>Several Shipping Division cadets worked on the MV YWAM, the medical ship with which STC has a community engagement partnership</p>	<p>Divisions to continue specialist training of staff with external providers</p>
<p>Steamships Toastmaster Club celebrated its one year anniversary in June 2015; members gave presentations in Port Moresby and Lae for World Environment Day</p>	<p>Recruit a General Manager Human Resources for the Group to provide a sharper more applied focus to people development and general HR capability</p>
<p>Graduate Management Program Trainees successfully completed secondment to the Pacific Games</p>	<p>Introduce a 4th year Graduate Management Program course to complement workplace development</p>
<p>“People Pulse” survey analysis has been completed and in general, employees feel that Steamships is a good organisation to work for, are satisfied in their jobs and feel committed, motivated and empowered</p> <p>New initiatives are being implemented to address employee concerns from survey analysis</p>	<p>A new People Pulse survey to be conducted in 2016</p>

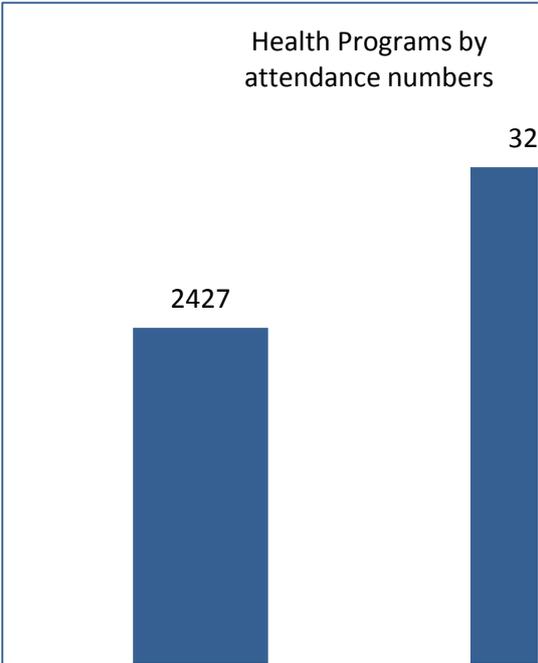
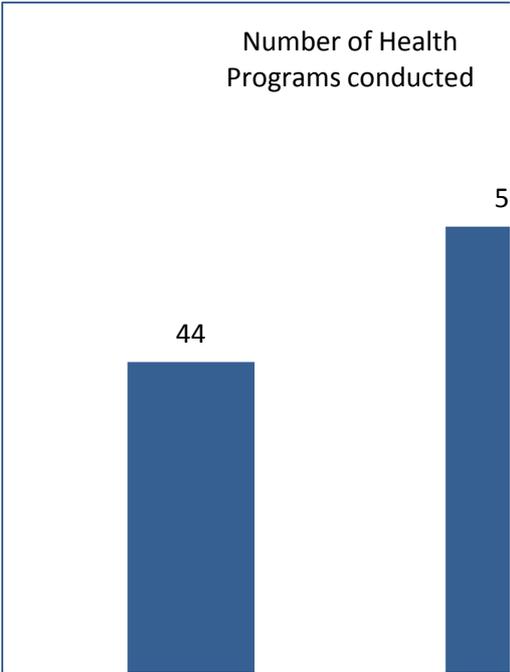
Health

Steamships’ approach to health focuses on the provision of general medical services for all staff and the implementation of education programs to improve staff and community awareness of health issues.

In 2015, the company continued to deliver health programs designed to educate and engage employees on a range of health issues including HIV/AIDS, malaria, mental health, cancer, and oral health. A particular emphasis was placed on TB awareness given the prevalence of the disease in PNG.

Additionally, Pacific Towing division printed health messages on employee payslips as an added method of increasing employee health awareness.

Health programs conducted and subsequently numbers of attendees were down this year due to the loss of the Occupational Health Nurse but we plan to put specific measures in place to bolster the number of health programs conducted and drive awareness and engagement among employees.



Safety

Following the Year of Safety, the company has seen a declining trend in injuries and increased implementation and control of safety measures. A number of safety programs have been put in place to increase awareness and improve safety behaviours. We have also seen better reporting of incidents, which has resulted in heightened awareness of safety issues and appropriate remedial action.

Divisions have a continued focus on leading indicators i.e. hazards identification, near misses reporting, regular toolbox sessions, inspections, and audits, to ensure a high standard of safety and improved trend in injury statistics. Toolbox meetings, Take Fives

and safety committee meetings are conducted regularly and a Monthly Safety Report is now circulated in all divisions.

Safety data collected for 2015 shows a decrease in total number of reportable safety incidents. The spike in First Aid Injuries in the fourth quarter (see Figure 3) was mostly minor incidents but reflects the need for better safety practices and constant vigilance in the workplace. Lost Time Injury Incidence Rate (LTIIR) was down from last year although there was a slight increase in Lost Time Injury Severity Rate (LTISR) (see Figure 4).

Figure 3: Group Injury Trending – 2 Years Rolling by Quarters

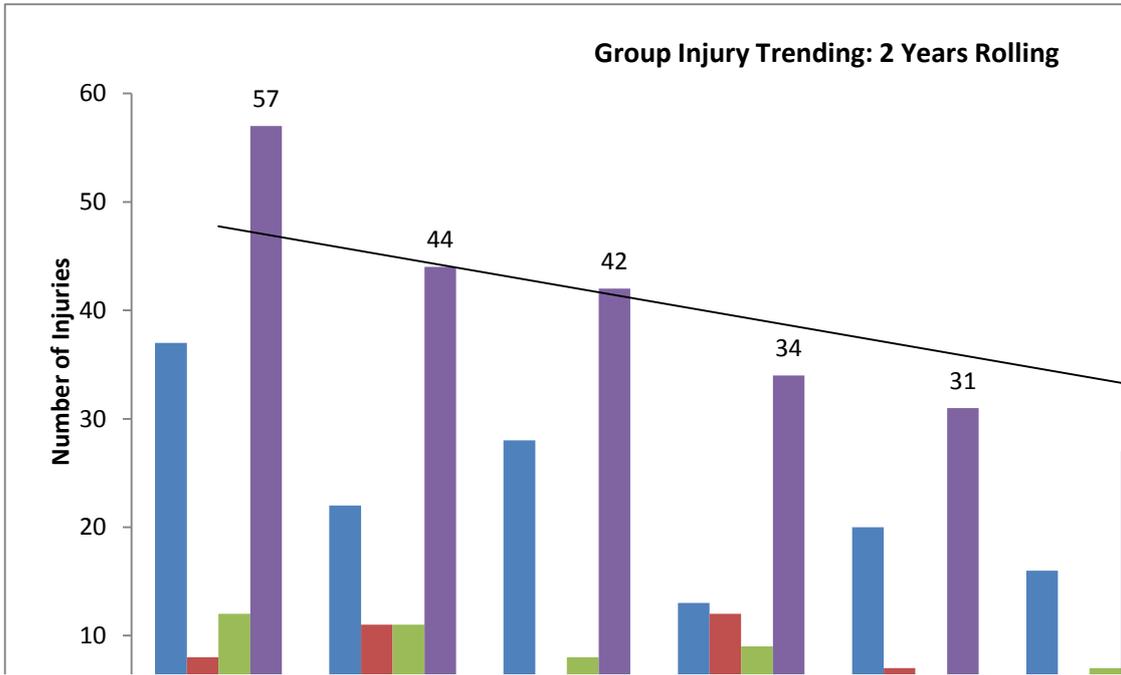
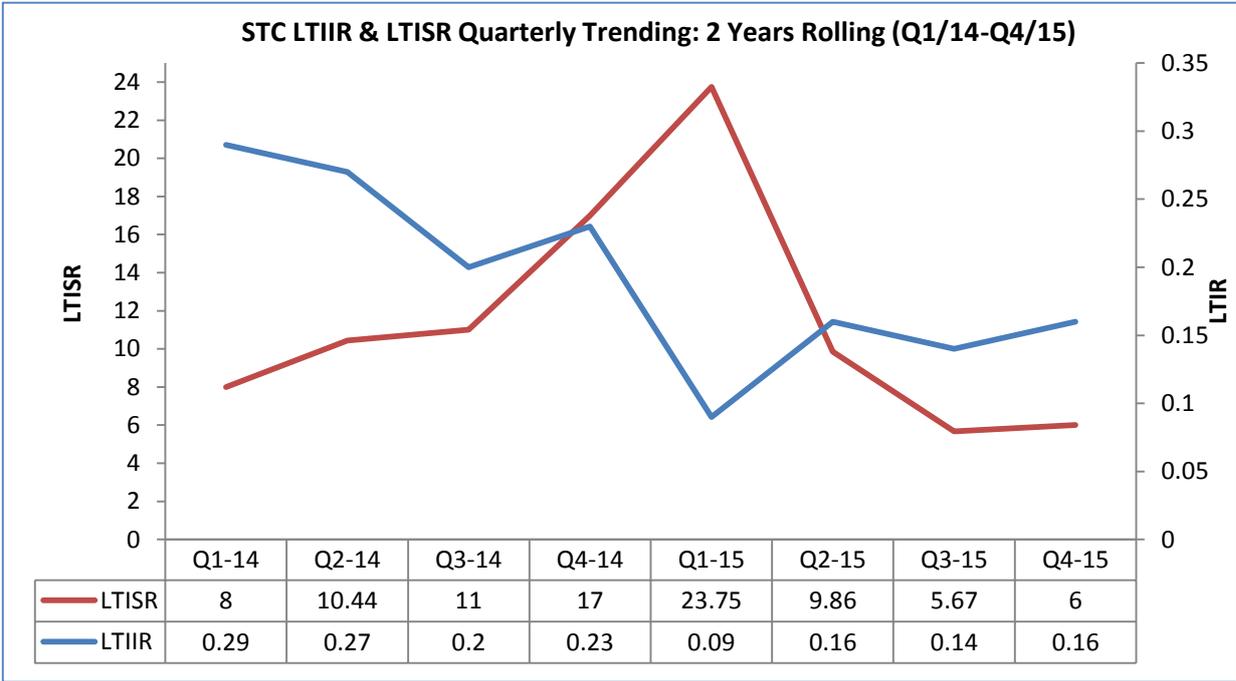


Figure 4: Group LTIIR & LTISR Trending – 2 Years Rolling by Quarters

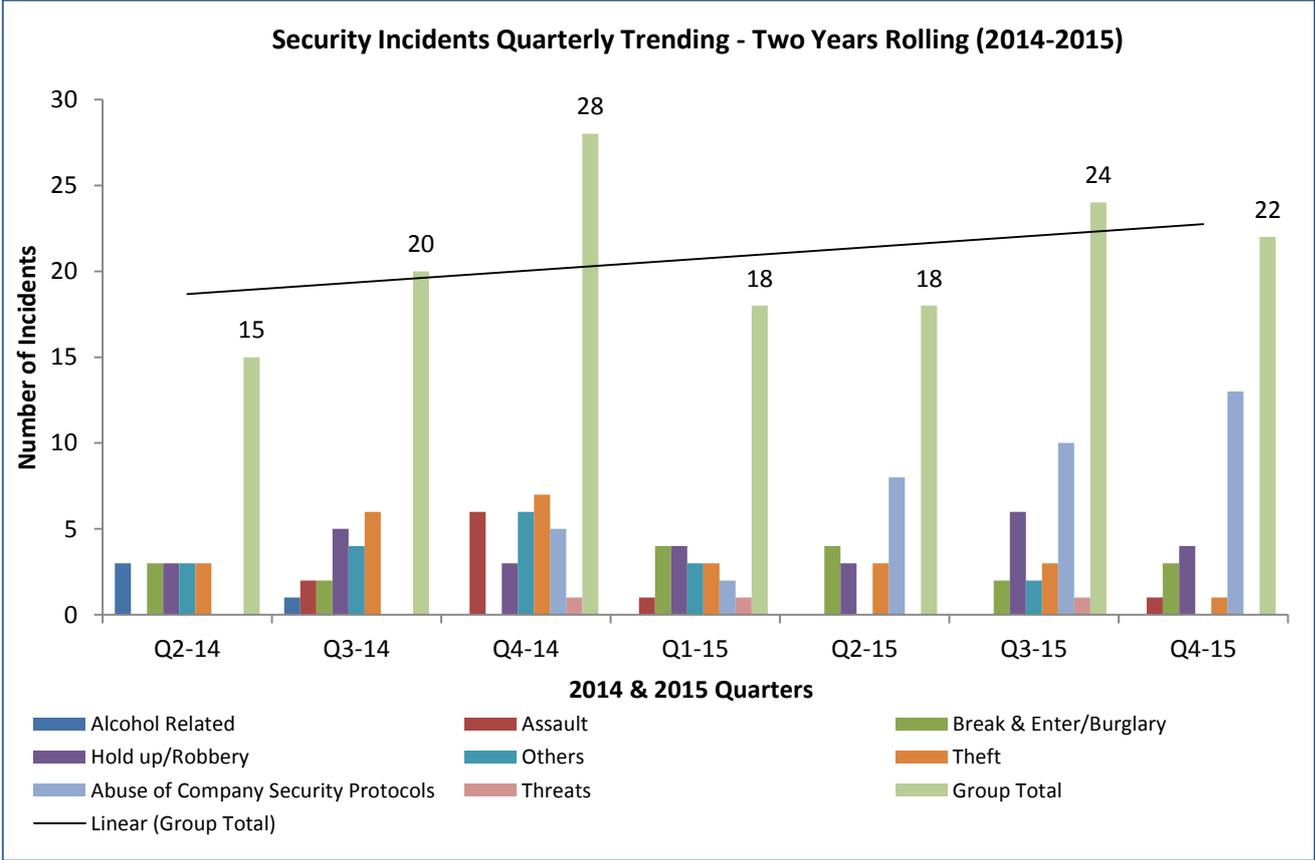


Security

Security incidents continue to be an area of concern for our business and several divisions have implemented added security systems and measures, particularly in the area of

company protocol breach. Despite constant monitoring and new security measures, security incidents still occur.

Figure 5: Group Security Incidents – Two Years Rolling



Training and Development

Training and development continues to be an essential element at STC. A key focus of 2015 was to analyse and improve HR capability across the group. In an effort to do this, a three year strategic HR plan has been created, with an emphasis on employees' business needs and alignment of professional development with the identified needs.

Specialised training of employees continued with Coral Sea Hotels through an up-skilling of technical knowledge for food and beverage employees with the Australia Pacific Technical College. This has been extended to employees of the housekeeping division as well.

Consort has 14 employees undergoing seamanship training with the PNG Maritime College in Madang, and three Shipping Division cadets had the opportunity to work on the MV YWAM, the medical ship with which STC has a community engagement partnership.

The three existing GMP (Graduate Management Program) graduates have completed their secondment with the Pacific Games, putting in long hours and gaining invaluable work experience. Feedback from the Pacific Games management team has been positive and encouraging. Two new graduates have joined the GMP at Head Office, and three new graduates have enrolled in the Graduate Accountant Program (GAP) on an annual rotation with selected divisions.

Consort successfully identified 15 cadets as part of its 2016 intake, who will begin studies at the PNG Maritime College. The recruitment process for the 2016 graduate program was completed with three successful candidates being offered places. Thirteen Rising Stars were identified across the group and will join the new graduates in the personal development curriculum program.

Steamships Toastmaster Club celebrated its one year anniversary in June 2015 and consists of 35 members, who are completing their Competent Communication and Competent Leadership education programs.

Analysis of the results of the "People Pulse" survey has been completed. Generally, employees reported that Steamships is a good organisation to work for. Job satisfaction is high and employees feel committed, motivated and empowered. Major areas of concern were recognition and rewards, communication and the workplace, leadership and planning, direct reports, work/life balance, resource technology and the work environment. With the survey results, new initiatives are being implemented across the business to address employee concerns and needs.

Training courses for business communication were continued and staff feedback has been extremely positive. Safety Training has also continued across divisions.

OUR ENVIRONMENT

Papua New Guinea has a remarkably diverse and rich environment, and Steamships is aware of the potential impacts of its business operations. This is why we are fully committed to minimising our footprint at every stage of operational processes across the company. Environmental sustainability is a pillar of Steamships’ Sustainability Strategy, as well as a corporate priority and we are continually striving to improve performance in this area.

Approach to Environmental Sustainability

Steamships firmly believes that environmental education is one of the most effective ways to ensure the principles of environmental sustainability are understood and adopted within the Group and the community.

The company engages proactively with the community in the area of environmental sustainability. The group successfully celebrated World Environment Day in Port Moresby and Lae, seeing an increase in staff participation from last year through the involvement of the Steamships Toastmasters

Club. Toastmaster members used their acquired public speaking skills to deliver awareness sessions about the environment.

The Health, Safety, Security and Environment (HSSE) Portal continues to be a source of frustration for users; a review team has been put together to properly understand the issues and frustrations surrounding the system.

OUR ENVIRONMENT: Review of Activities and Objectives

2015 Highlights	2016 Objectives
Participated in World Environment Day activities in Port Moresby and Lae	Review and refine the process for reporting of environmental data
A group-wide waste Management Plan has been drafted and is awaiting finalisation	Implement the Waste Management Plan
Implemented more accurate data reporting for water usage and CO2 emissions	Continue with World Environment Day activities

Energy Use, Water Use and Environmental Emissions

Responsible and sustainable energy consumption is encouraged at Steamships. The company monitors its energy use, water use and environmental emissions at every operational level with the intention of improving performance wherever possible.

CO₂ emissions are down nearly 20% from last year (see Figure 6). This is due to efficiency

gains and a reduction in activity across transport and shipping. Water usage has seen a slight increase (see Figure 7), though this could be attributed to the inclusion of water usage data that had not previously been recorded. Steamships continually seeks to collect and report the most accurate data possible.

Figure 6: CO₂ Emissions Data 2014/2015

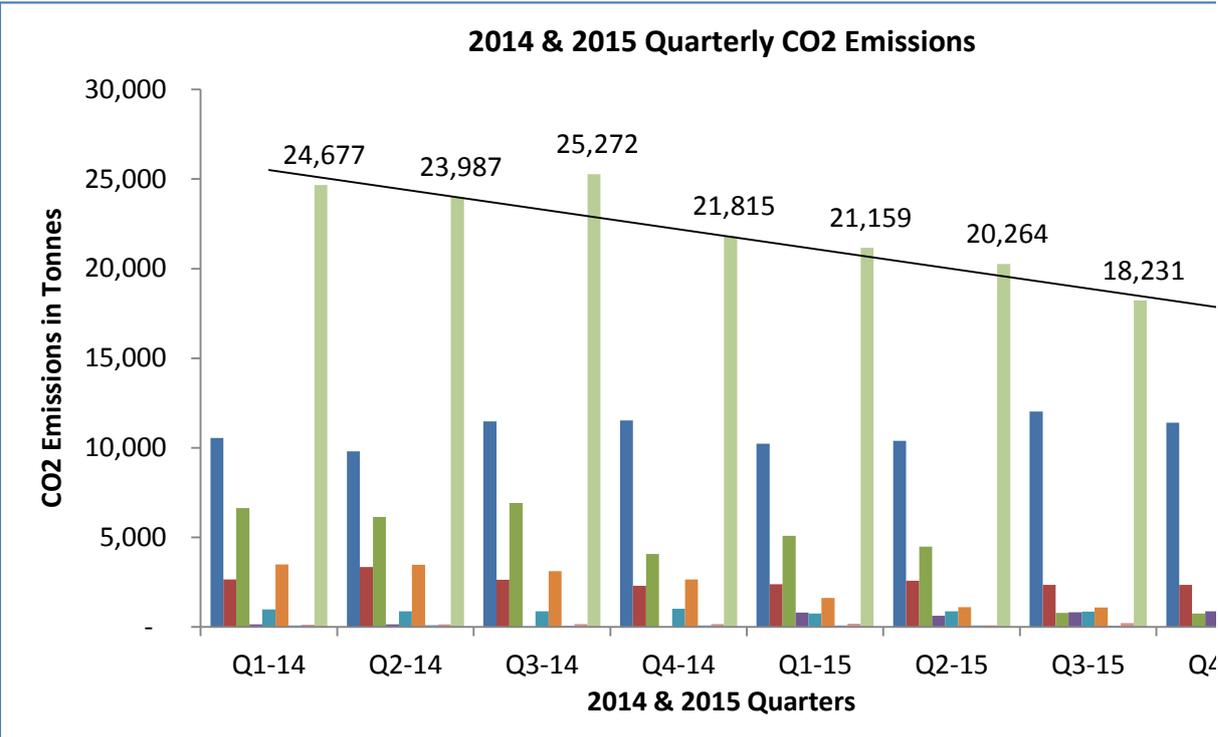
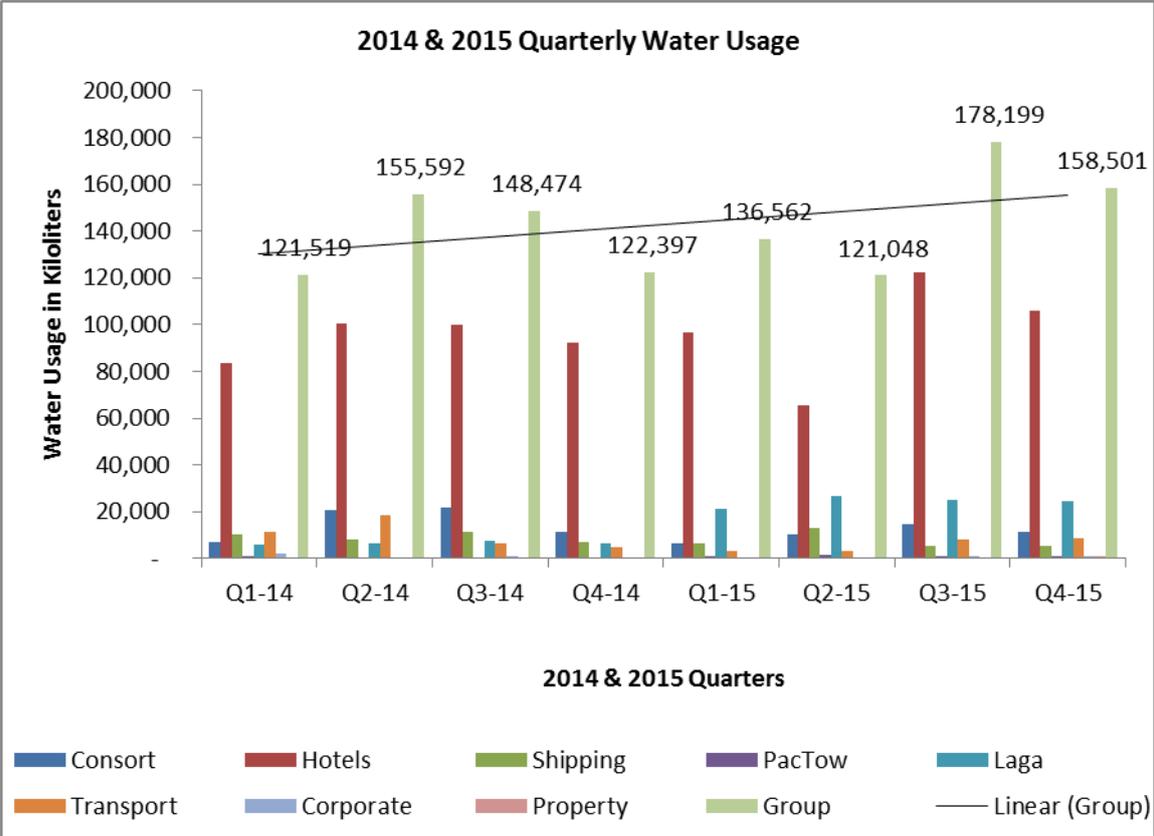


Figure 7: Water Usage Data 2014/2015



OUR COMMUNITY

Community is the third pillar of Steamships' Sustainability Strategy. Community structures are very important in Papua New Guinea and we consider it our responsibility to make a positive impact on the economic and social fabric of the country in which we operate. We are proud to be a part of a number of projects and initiatives that add value to the community.

Approach to Community Development

The Steamships community investment program targets four key areas: health and social welfare; education and environment; sports; and culture. Funding to these areas was over K1.6 million in 2015. This is a decrease in community spending compared to last year; however the excess has been allocated for drought relief assistance and

other environmental initiatives, for which arrangements were still pending at the end of 2015. Dialogue has commenced with partner institutions on how to best aid and reach affected communities, and a review of the community engagement strategy is under way to increase giving.

OUR COMMUNITY: Review of Activities and Objectives

2015 Highlights	2016 Objectives
Pacific Towing continued its support of Tembari Child Care and contributed K80,000 to the PNG Canoe Association and Triathlon Association in preparation for the Pacific Games	Review community engagement strategy and define clearer direction and engagement processes
STC staff donated school materials to the Buk Bilong Pikinini library and cleaning equipment to Susu Mama Clinic amongst a number of other donations to community partners	Increase staff participation in community engagement activities
Salvation Army Red Shield Appeal Golf Day was well attended by divisions and raised K120,000 on the day of the tournament	
The group invested K1.6M in community initiatives	

Summary of Corporate Community Investments:

AREA	2015 Spending (Kina)	2016 Budget (Kina)
Health & Social Welfare	1,097,978	810,000
Education & Environment	91,592	490,000
Sports & Culture	418,074	102,000
TOTAL	1,607,644	1,402,000

Major Recipients of Steamships Community Engagement Funds in 2015

<p>YWAM Medical Ship</p>  <p>Purpose: Delivers medical services into remote rural areas of Gulf, Western and Milne Bay provinces.</p> <p>Steamships 2015 contribution: K400,000</p>	<p>Salvation Army</p>  <p>Purpose: Helps people in rural areas and urban settlements improve living conditions, raise skill levels, and increase productivity and self-confidence.</p> <p>Steamships 2015 contribution: K370,000</p>	<p>World Environment Day Contest</p>  <p>Purpose: Encourages school children to understand the importance of taking care of the environment .</p> <p>Steamships 2015 contribution: K26,000</p>
<p>BAHA</p>  <p>Purpose: Assists the private & public sector to develop workplace policies on HIV/AIDS and provides training and awareness on the disease.</p> <p>Steamships 2015 contribution: K50,000</p>	<p>Buk Bilong Pikinini</p>  <p>Purpose: Provides young children access to books and reading materials to develop their basic literacy and numeracy skills before entering the school system.</p> <p>Steamships 2015 contribution: K25,000</p>	<p>Susu Mama Inc</p>  <p>Purpose: Susu Mamas PNG is a non-government organisation (NGO) that supports and promotes optimal nutrition for infants and young children, and general maternal health care. They have, since their inception in 2009, improved access to primary health care for families and youth in PNG.</p> <p>Steamships 2015 contribution: K100,000</p>

STEAMSHIPS TRADING COMPANY & THE GLOBAL REPORTING INITIATIVE

This Sustainability Report is the first to be prepared according to the Global Reporting Initiative's G4 Guidelines, which became mandatory this year.

The primary sustainability data disclosed in this report was collected by all Steamships Divisions and reported to the Steamships Board on a quarterly basis throughout 2015. Year-on-year comparisons are made with baseline data collected in 2014.

Steamships is committed to providing an accurate and relevant set of data from across the Group and improving this as its systems mature over time. Steamships will submit a preliminary report of the 2015 data to GRI assessors for appraisal and feedback. It is anticipated that this feedback will validate our data collection.

The table on the following page outlines the full list of GRI Indicators adopted by Steamships.

WHAT IS THE GRI?

The Global Reporting Initiative (GRI) is an international not-for-profit organisation that has pioneered and developed a comprehensive Sustainability Reporting Framework which is widely used around the world.

The GRI Framework is a reporting system that provides metrics and methods for measuring and reporting sustainability-related impacts and performance, enabling greater organisational transparency and accountability.

Thousands of organisations, of all sizes and sectors, use GRI's Framework to understand and communicate their sustainability performance.

The GRI's G4 Guidelines were launched in 2013. Performance Indicators are organised into three categories: Economic, Environment and Social. The Guidelines offer two options to an organisation in order to prepare its sustainability report 'in accordance' with the Guidelines: the Core option and the Comprehensive option. The options do not relate to the quality of the report or to the performance of the organisation. They reflect the compliance of the organisation's sustainability report with the Guidelines. Steamships 2015 Sustainability Report is in accordance with the "core" requirements of the G4 Guidelines.

More information on the GRI and the G4 Guidelines can be found at www.globalreporting.org.

Category	ASPECT	GRI INDICATOR	Description
Economic Performance	Economic Performance	EC1	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments
	Market Presence	EC6	Proportion of senior management hired from the local community at significant locations of operation
Labour Practices, Staff Development and Welfare Performance	Employment	LA1	Total number and rate of new employee hires and employee turnover by age group, gender, and region
	Occupational Health and Safety	LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs
		LA6	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region and by gender
	Training and Education	LA9	Average hours of training per year per employee by gender, and by employee category
Environmental Performance	Energy	EN3	Direct energy consumption by primary energy source
		EN4	Indirect energy consumption by primary energy source
	Water	EN8	Total water withdrawal by source
	Emissions, Effluent, and Waste	EN15	Total direct greenhouse gas emissions by weight
Community Engagement	Local Community Support	Part of EC1	Funds committed to Community Health and Social Welfare, Education, Sports and Culture development

GRI READER'S GUIDE

This report covers the sustainability performance of Steamships Trading Company Ltd and the activities over which Steamships had operational control during the calendar year 2015. Steamships' 2014 Sustainability Report (released in June 2015) covered the calendar year 2014.

This report covers all business and operational activities of Steamship's Divisions in Papua New Guinea and, where noted, internationally. It is structured around the principles of Steamships' Sustainable Development Policy, which was released in 2013 and can be accessed [here](#).

The report provides an objective and transparent overview of Steamship's sustainability performance in 2015 for the information of our major stakeholders including investors, partners, employees, government, community members and non-government organisations.

This report uses a framework which follows the Global Reporting Initiative's (GRI) Sustainability Reporting Guidelines. Steamships reports on the GRI performance indicators which are most relevant to the Group and its operations. The information in this report has been prepared in accordance with the GRI G4 guidelines. This report targets a Core level of compliance.

The process that the company undertook for identifying material aspects and aspect boundaries is effectively an update of a major exercise undertaken in 2012-2013, when Steamships identified the GRI as its preferred model for sustainability reporting. For the 2015 report, all disclosures and indicators have been updated for compliance with the G4 guidelines; however the company has not undergone an additional group-wide exercise to determine whether there are now additional indicators and aspects that are material to company operations. Such an exercise is foreseen for calendar year 2016.

Material Categories and Aspects that have been identified by the company are included in the table on page 17 of this report.

The GRI G4 Content Index in this report shows the GRI G4 references in abbreviated form. For full disclosure of the references from the Guidelines, please refer to the complete G4 Guidelines which can be found at www.globalreporting.org.

For additional information or to provide feedback, please contact Steamships through the corporate website at: <http://www.steamships.com.pg>.

SELECTED GROUP PERFORMANCE HIGHLIGHTS

2015 Sustainable Development Highlights				
G4 Indicator	Description	2015	2014	% Change
G4-10	Total employees	4,259	4159	+2.4
EC6	Senior Roles held by Citizens %	64	63	+1
LA1	Staff turnover %	29	35.2	-6.2
LA5	Staff representation on health & safety committees %	8	10.2	-2.2
LA6	LTIIR (number of injuries per 100 full-time equivalent employees)	0.55	1.0	-45
LA6	LTISR (average number of days off per injury)	11.32	10.85	+4
LA9	Average hours of training per employee	36.0	27.0	+33
EN3	Direct Energy consumed (Gj)	894,350	1,118,174	-20
EN4	Indirect Energy consumed (Gj)	70,790	80,379	-12
EN8	Water withdrawal (KL)	594,310	547,982	+8
EN15	Energy consumed (CO ₂ tons)	77,449	95,750	-19
EC1	Expenditure on community programs (k'000)	1,608	2,366	-32

GRI G4 CONTENT INDEX

STANDARD DISCLOSURES: PROFILE DISCLOSURES				
PROFILE DISCLOSURE	DESCRIPTION	REPORTED	CROSS-REFERENCE/ DIRECT ANSWER	PAGE/LINK
STRATEGY AND ANALYSIS				
G4-1	Statement from the most senior decision-maker of the organisation.	Fully	2015 Sustainability Report - Sustainability: A Message from the Board of Directors	Page 3
G4-2	Description of key impacts, risks, and opportunities.	Partially	2015 Sustainability Report - Sustainability: A Message from the Board of Directors 2015 Sustainability Report - Selected Group Performance Highlights given in each of the following three sections: Our People; Our Environment; Our Community in boxes	Page 3-5, 11, 14-15 and throughout
ORGANISATIONAL PROFILE				
G4-3	Name of the organisation.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd	Pages 2 - 3
G4-4	Primary brands, products, and/or services.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd	Pages 2 - 3
G4-5	Location of organisation's headquarters.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd, Company Directory	Page 57
G4-6	Number of countries where the organisation operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd, Review of Operations	Pages 2-3, 8-13

G4-7	Nature of ownership and legal form.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd.	Pages 2-3
G4-8	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd, Review of Operations	Pages 2-3, 8-13
G4-9	Scale of the reporting organisation.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd, Financial Highlights	Pages 2-3, 4-5
G4-10	Total workforce by employment type, employment contract, region and gender.	Partially 2015 not dis-aggregated by gender	2015 Sustainability Report	Page 35
G4-11	Percentage of total employees covered by collective bargaining agreements.	Did not report	Not available at present. To be addressed in 2016	
G4-12	Organisation's supply chain.	Partially Detailed supply chain analysis has not been included. This is targeted for 2016.	2015 Annual Report- Review of Operations	Pages 8-13
G4-13	Significant changes during the reporting period regarding size, structure, ownership, or its supply chain.	Partially	2015 Annual Report - Chairman's Report, Directors' Review, Review of Operations	Pages 6-13
ORGANISATIONAL PROFILE: COMMITMENTS TO EXTERNAL INITIATIVES				
G4-14	Whether and how the precautionary approach or principle is addressed by the organisation.	Fully	Steamships follows the precautionary principle through implementation of the Sustainable Development Policy and Corporate Code of Conduct	N/A

G4-15	Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organisation subscribes or endorses.	Fully	Steamships website - Sustainability	http://www.steamships.com.pg/sustainability/our-commitment
G4-16	Memberships of associations (such as industry associations) and/or national/international advocacy organisations in which the organisation: holds position on governance body; participates in projects or committees; provides substantive funding beyond routine membership dues; or views membership as strategic.	Fully	2015 Sustainability Report	Pages 14-15 and throughout
IDENTIFIED MATERIAL ASPECTS AND BOUNDARIES				
G4-17	List all entities included in the organisation’s consolidated financial statements or equivalent documents; report whether any entity included in the organisation’s consolidated financial statements or equivalent documents is not covered by the report.	Fully	2015 Annual Report - Brief Profile of Steamships Trading Company Ltd: Organisational Structure	Page 3
G4-18	Process for defining report content and Aspect Boundaries; how organisation has implemented Reporting Principles for Defining Report Content.	Fully	Sustainability Report - Reader’s Guide	Page 18
G4-19	List all material Aspects identified in the process for defining report content.	Fully	Sustainability Report	Pages 17-18
G4-20	For each material Aspect, report the Aspect Boundary within the organisation, as follows: whether the Aspect is material within the organisation, if the Aspect is not material for all entities within the organisation (as described in G4-17), select one of the following two approaches and report either: – The list of entities or groups of entities included in G4-17 for which the Aspect is not material or – The list of entities or groups of entities included in G4-17 for which the Aspects is material; Report any specific limitation regarding the Aspect Boundary within the organisation.	Fully	Sustainability Report - Reader’s Guide	Page 18

G4-21	For each material Aspect, report the Aspect Boundary outside the organisation, as follows: whether the Aspect is material outside of the organisation, if the Aspect is material outside of the organisation, identify the entities, groups of entities or elements for which the Aspect is material. In addition, describe the geographical location where the Aspect is material for the entities identified and any specific limitation regarding the Aspect Boundary outside the organisation.	Fully	Sustainability Report - Reader's Guide	Page 18
G4-22	Explanation of the effect of any restatements of information provided in previous reports, and the reasons for such restatement.	N/A	N/A	N/A
G4-23	Significant changes from previous reporting periods in the Scope and Aspect Boundaries.	N/A	N/A	N/A
STAKEHOLDER ENGAGEMENT				
G4-24	List of stakeholder groups engaged by the organisation.	Partially	2015 Sustainability Report Steamships website - Corporate Governance, Sustainability	http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/sustainability/our-commitment
G4-25	Basis for identification and selection of stakeholders with whom to engage.	Partially	2015 Sustainability Report Steamships website - Corporate Governance, Sustainability	Page 18 http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/sustainability/our-commitment

G4-26	Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group whether any of the engagement was undertaken specifically as part of the report preparation process.	Partially	2015 Sustainability Report Steamships website - Corporate Governance, Sustainability	Page 18 http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/sustainability/our-commitment
G4-27	Key topics and concerns that have been raised through stakeholder engagement, and how the organisation has responded to those key topics and concerns, including through its reporting; stakeholder groups that raised each of the key topics and concerns	Partially	2015 Sustainability Report Steamships website - Corporate Governance, Sustainability	Page 18 http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/sustainability/our-commitment
REPORT PROFILE				
G4-28	Reporting period (e.g., fiscal/calendar year) for information provided.	Fully	2015 Sustainability Report - Reader's Guide	Page 18
G4-29	Date of most recent previous report (if any).	Fully	2015 Sustainability Report - Reader's Guide	Page 18
G4-30	Reporting cycle (annual, biennial, etc.).	Fully	Annual	N/A
G4-31	Contact point for questions regarding the report or its contents	Fully	2015 Sustainability Report – Reader's Guide	Page 18
REPORT PROFILE: GRI CONTENT INDEX				
G4-32	'In accordance' option the organisation has chosen, GRI Content Index for the chosen option, reference to the External Assurance Report, if the report has been externally assured.	Fully	2015 Sustainability Report-Reader's Guide	Page 18
REPORT PROFILE: ASSURANCE				
G4-33	Policy and current practice with regard to seeking external assurance for the report.	N/A	The report has not been externally assured	N/A

GOVERNANCE				
G4-34	Governance structure of the organisation, including committees under the highest governance body; identify any committees responsible for decision-making on economic, environmental and social impacts.	Fully	2015 Annual Report - Corporate Governance Statement Steamships website - Corporate Governance	Page 14 www.steamships.com/pg/about-us/corporate-governance
G4-35	Process for delegating authority for economic, environmental and social topics from the highest governance body to senior executives and other employees	Fully	Steamships website - Corporate Governance	www.steamships.com/pg/about-us/corporate-governance
G4-36	Whether the organisation has appointed an executive-level position or positions with responsibility for economic, environmental and social topics, and whether post holders report directly to the highest governance body	Fully	Steamships website - Corporate Governance	www.steamships.com/pg/about-us/corporate-governance
G4-37	Processes for consultation between stakeholders and the highest governance body on economic, environmental and social topics. If consultation is delegated, describe to whom and any feedback processes to the highest governance body.	Fully	Steamships website - Corporate Governance	http://www.steamships.com/pg/about-us/corporate-governance
G4-38	Composition of the highest governance body and its committees by: Executive or non-executive, Independence, Tenure on the governance body, Number of each individual's other significant positions and commitments, and the nature of the commitments, Gender, Membership of under-represented social groups, Competences relating to economic, environmental and social impacts, Stakeholder representation	Partially	2015 Annual Report - Corporate Governance Statement Steamships website - Corporate Governance	Page 14 www.steamships.com/pg/about-us/corporate-governance
G4-39	Indicate whether the Chair of the highest governance body is also an executive officer.	Fully	2015 Annual Report - Corporate Governance Statement Steamships website - Corporate Governance	Page 14 www.steamships.com/pg/about-us/corporate-governance

G4-40	Nomination and selection processes for the highest governance body and its committees, and the criteria used for nominating and selecting highest governance body members, including: Whether and how diversity and independence are considered, Whether and how expertise and experience relating to economic, environmental and social topics are considered, Whether and how stakeholders (including shareholders) are involved	Fully	Steamships website - Corporate Governance	www.steamships.com/pg/about-us/corporate-governance Section: Structure the Board to Add Value
G4-41	Processes for the highest governance body to ensure conflicts of interest are avoided and managed, whether conflicts of interest are disclosed to stakeholders.	Fully	Steamships website-Charters and Policies (Corporate Code of Conduct)	http://www.steamships.com/pg/about-us/corporate-governance/c-harters-and-policies/
G4-42	Highest governance body's and senior executives' roles in the development, approval, and updating of the organisation's purpose, value or mission statements, strategies, policies, and goals related to economic, environmental and social impacts.	Fully	Steamships website - Corporate Governance	http://www.steamships.com/pg/about-us/corporate-governance
G4-43	Measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental and social topics.	Fully	Steamships website - Corporate Governance	http://www.steamships.com/pg/about-us/corporate-governance
G4-44	Processes for evaluation the highest governance body's performance with respect to economic, environmental, and social topics, whether such evaluation is independent or not, and its frequency, whether such evaluation is a self-assessment. Actions taken in response to evaluation of the highest governance body's performance with respect to governance of economic, environmental and social topics, including, as a minimum, changes in membership and organisational practice.	Fully	Steamships website - Corporate Governance Statement, Charters and Policies	http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/about-us/corporate-governance/c-harters-and-policies/

G4-45	Highest governance body's role in the identification and management of economic, environmental and social impacts, risks, and opportunities. Include the highest governance body's role in the implementation of due diligence processes, and whether stakeholder consultation is used to support the highest governance body's identification and management of economic, environmental and social impacts, risks, and opportunities.	Fully	Steamships website - Corporate Governance, Sustainability	http://www.steamships.com/pg/about-us/corporate-governance/ http://www.steamships.com/pg/sustainability/our-commitment
G4-46	Highest governance body's role in reviewing the effectiveness of the organisation's risk management processes for economic, environmental and social topics.	Fully	Steamships website-Risk Management, Charters and Policies	http://www.steamships.com/pg/about-us/corporate-governance/risk-management/ http://www.steamships.com/pg/about-us/corporate-governance/c-harters-and-policies/
G4-47	Frequency of the highest governance body's review of economic, environmental and social impacts, risks, and opportunities.	Fully	Steamships website - Corporate Governance, Sustainability	http://www.steamships.com/pg/about-us/corporate-governance/ http://www.steamships.com/pg/sustainability/our-commitment

G4-48	Highest committee or position that formally reviews and approves the organisation’s sustainability report and ensures that all material Aspects are covered	Fully	2015 Sustainability Report: Message from the Board of Directors Steamships website-Charters and Policies	Page 3 http://www.steamships.com.pg/about-us/corporate-governance/carters-and-policies/
G4-49	Process for communicating critical concerns to the highest governance body.	Fully	Steamships website - Corporate Governance	http://www.steamships.com.pg/about-us/corporate-governance
G4-50	Nature and total number of critical concerns that were communicated to the highest governance body and the mechanism(s) used to address and resolve them.	Did not report	This information was not available. To address in 2016	
G4-51	Remuneration policies for the highest governance body and senior executives for the below types of remuneration: Fixed pay and variable pay: – Performance-based pay – Equity-based pay – Bonuses – Deferred or vested shares, Sign-on bonuses or recruitment incentive payments, Termination payments, Clawbacks, Retirement benefits, including the difference between benefit schemes and contribution rates for the highest governance body, senior executives, and all other employees; how performance criteria in the remuneration policy relate to the highest governance body’s and senior executives’ economic, environmental and social objectives.	Fully	Steamships website - Corporate Governance	http://www.steamships.com.pg/about-us/corporate-governance
G4-52	Process for determining remuneration, whether remuneration consultants are involved in determining remuneration and whether they are independent of management; any other relationships which the remuneration consultants have with the organisation.	Fully	Steamships website - Corporate Governance, Charters and Policies	http://www.steamships.com.pg/about-us/corporate-governance http://www.steamships.com.pg/about-us/corporate-governance/carters-and-policies/

G4-53	How stakeholders' views are sought and taken into account regarding remuneration, including the results of votes on remuneration policies and proposals, if applicable.	Fully	Sustainability Report 2015	P5 and throughout (People Pulse survey)
G4-54	Ratio of the annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.	Partially	2015 Annual Report-Directors' Report	Page 55
G4-55	Ratio of percentage increase in annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median percentage increase in annual total compensation for all employees (excluding the highest-paid individual) in the same country.	Partially	2015 Annual Report-Directors' Report	Page 55
ETHICS AND INTEGRITY				
G4-56	Organisation's values, principles, standards and norms of behaviour such as codes of conduct and codes of ethics	Fully	Steamships website - Corporate Governance, Charters and Policies	http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/about-us/corporate-governance/c/harters-and-policies/
G4-57	Internal and external mechanisms for seeking advice on ethical and lawful behaviour, and matters related to organisational integrity, such as helplines or advice lines.	Fully	Steamships website - Corporate Governance, Charters and Policies	http://www.steamships.com/pg/about-us/corporate-governance http://www.steamships.com/pg/about-us/corporate-governance/c/harters-and-policies/

G4-58	Internal and external mechanisms for reporting concerns about unethical or unlawful behaviour, and matters related to organisational integrity, such as escalation through line management, whistleblowing mechanisms or hotlines.	Fully	Steamships website - Corporate Governance, Charters and Policies	http://www.steamships.com.pg/about-us/corporate-governance http://www.steamships.com.pg/about-us/corporate-governance/c/harters-and-policies/
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STANDARD DISCLOSURES: PERFORMANCE INDICATORS				
PROFILE DISCLOSURE	DESCRIPTION	REPORTED	CROSS-REFERENCE/DIRECT ANSWER	PAGE/LINK
ECONOMIC				
ECONOMIC PERFORMANCE				
G4-EC1	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.	Fully	2015 Sustainability Report – EC1	Page 33
MARKET PRESENCE				
G4-EC6	Proportion of senior management hired from local community at significant locations of operation; define 'senior management', 'local' and 'significant locations of operation'.	Partially	2015 Sustainability Report – EC6	Page 34
ENVIRONMENTAL				
ENERGY				
G4-EN3	Direct energy consumption by primary energy source.	Fully	2015 Sustainability Report -EN3	Page 34
G4-EN4	Indirect energy consumption by primary energy source.	Fully	2015 Sustainability Report – EN4	Page 34
WATER				
G4-EN8	Total water withdrawal by source.	Partially	2015 Sustainability Report – EN8	Page 34
EMISSIONS				
G4-EN15	Total direct greenhouse gas emissions by weight.	Partially	2015 Sustainability Report – EN15	Page 34
SOCIAL				
LABOUR PRACTICES AND DECENT WORK				
EMPLOYMENT				
G4-LA1	Total number and rate of new employee hires and employee turnover by age group, gender and region.	Partially	2015 Sustainability Report – LA1	Page 35
OCCUPATIONAL HEALTH AND SAFETY				
G4-LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	Fully	2015 Sustainability Report – LA5	Page 36

G4-LA6	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region and by gender.	Partially	2015 Sustainability Report – LA6	Page 36
TRAINING AND EDUCATION				
G4-LA9	Average hours of training per year per employee by gender, and by employee category.	Partially	2015 Sustainability Report – LA9	Page 36

2015 SUSTAINABLE DEVELOPMENT STATISTICS

ECONOMIC PERFORMANCE INDICATORS

Direct Economic Value Generated, Distributed and Retained (EC1)

STEAMSHIPS GROUP	2015 (‘000 Kina)	2014 (‘000 Kina)	% Change
Direct economic value generated			
Turnover	773,535	953,382	-19
Finance income	18,286	8,010	+128
Share of profits of jointly controlled and associated companies	3,062	3,844	-20
Subtotal	794,883	965,236	-18
Economic value distributed			
Purchase of goods & services	255,553	484,752	-47
Employee compensation	172,288	166,352	+3.6
Payments to providers of capital	25,696	104,043	-75
Payments to government	37,710	50,423	-25
Community investments	1,608	2,366	-32
Subtotal	492,855	807,936	-39
Economic value retained			
Depreciation (including impairment)	102,142	135,313	-25
Profit after dividends	53,123	21,987	+142
Subtotal	155,265	157,300	-2.3

Proportion of Senior Management Hired from the Local Community at Significant Locations of Operation (EC6)

STEAMSHIPS GROUP	2015	2014	% change
Total Workforce	4,259	4,159	+2.4
Total Staff in Senior Roles		248	
Citizen Staff in Senior Roles		156	
% Senior Roles held by Citizens	64	63	+1

ENVIRONMENTAL PERFORMANCE INDICATORS

Total Energy Consumption (EN3 & EN4)

STEAMSHIPS GROUP		2015	2014	% change
EN3	Direct Energy Consumption (Gj)	894,350	1,118,174	-20
EN4	Indirect Energy Consumption (Gj)	70,790	80,379	-12

Total Water Withdrawal by Source (EN8)

STEAMSHIPS GROUP		2015	2014	% change
EN8	Water used (KL)	594,310	547,982	+8

Total Direct and Indirect Greenhouse Gas Emissions by Weight (EN15)

STEAMSHIPS GROUP		2015	2014	% change
EN15	Scope 1 - Direct Greenhouse Gas Emissions (Tonnes CO ₂ equivalent)	77,449	95,750	-19

SOCIAL PERFORMANCE INDICATORS: LABOUR PRACTICES AND DECENT WORK

Total Workforce by Employment Type, Employment Contract,
Broken Down by Gender (G410)

STEAMSHIPS GROUP	2015		2014		% change
	Subtotal	% of workforce	Subtotal	% of workforce	
Citizen Fulltime – Male	2,388	56.1	2,503	60.2	-4.1
Citizen Fulltime – Female	872	20.5	915	22.0	-1.5
Citizen Casual (FTE) – Male	911	21.4	646	15.5	+5.8
Citizen Casual (FTE) - Female			3	0.1	
Non-Citizen Fulltime – Male	88	2.1	85	2.0	-0.1
Non-Citizen Fulltime – Female			7	0.2	
Total Workforce	4,259	100	4,159	100	+2.4

Total Number and Rates of New Employee Hires and Employee Turnover by Age Group, Gender (LA1)

STEAMSHIPS GROUP	2015		2014	
	M	F	M	F
<30	238	181	376	213
30 to 50	265	111	311	129
>50	1	0	20	3
Total	504	292	707	345
Turnover %	29		35.2	

Percentage of Total Workforce Represented in Formal Joint Management-Worker Health and Safety Committees that Help Monitor and Advise on Occupational Health and Safety Programs (LA5)

STEAMSHIPS GROUP	2015		2014		% change
	Subtotal	% of workforce	Subtotal	% of workforce	
Total Workforce	4,259	100	4,159	100	0
Number of Employees on Formal OHS Committees	274	6	326	8	-2
Number of Senior Managers on Formal OHS Committees	67	1.6	99	2.4	-0.8

Rates of Injury, Lost Days, and Work Related Fatalities (LA6)

STEAMSHIPS GROUP	2015	2014	% change
Days Worked (employee)	4,259	4,159	+2.4
Total Fatalities (employee)	0	0	0
Total Lost Time Injuries (injuries requiring time off)	24	40	-40
Lost Time Injury Incidence Rate (number of injuries per 100 full-time equivalent employees)	0.55	1.0	-45
Lost Days due to Injuries	240	434	-45
Lost Time Injury Severity Rate	11.32	10.85	4

Average Hours of Training per Year per Employee by Gender, and by Employee Category (LA9)

STEAMSHIPS GROUP	2015	2014	% change
Hours per employee	36.0	27.0	+33