



SUNUP LOGISTICS LIMITED

PROFILE





1.0 COMPANY DETAILS

NAME OF COMPANY	SUNUP LOGISTICS LIMITED
COUNTRY OF REGISTRATION	NIGERIA
COMPANY OWNERSHIP STRUCTURE	LIMITED LIABILITY COMPANY
YEAR OF REGISTRY	2014
ADDRESS	MOUNT ZION FABRICATION YARD END OF PEACE VALLEY ESTATE ROAD WOJI PORT HARCOURT
EMAIL ADDRESS	sunuplogisticsltd@yahoo.com , info@sunuplogistics.com



2.0 INTRODUCTION

Sunup Logistics Limited is a wholly owned indigenous company located in Nigeria.

The company is registered with Corporate Affairs Commission with registration number RC-1194164. The company has built a worldwide reputation for service and technical expertise that, together with huge resources, places us in the forefront of the industry.

We are privately-held Engineering, Procurement, Installation and Construction (EPIC) and specialize in turnkey projects for clients. We are fully registered with the corporate affairs Commission and the Department of Petroleum Resources. We serve a number of key industries, including Oil and Gas, Petrochemical, Marine, Construction Engineering companies' governmental agencies, power and other general heavy industries.

With an unlimited amount of craftsmen as resources, we can safely and reliably handle the most challenging and demanding projects

2.1 VISION

To achieve excellence in everything we do as judged by our clients and employees and unequalled services in marine and earthmoving equipment.

2.2 MISSION

To create a work environment in which our employees can achieve a high level of satisfaction and be rewarded for their performance.

2.3 CORE VALUES

Integrity: We are uncompromising in our adherence to moral and ethical principles. We do what is right even when it is not the easiest solution.

Honesty: We are true to our words and honor our commitments and we are personally responsible and accountable for our actions.

Aggressiveness: We are energetic and assertive in accomplishing our goals. We use initiative while taking calculated risk. We are self-motivated and results oriented in all that we do.

Fairness: We strive to treat everyone alike given the same facts and circumstances. We consider the effects of our actions from the viewpoints of those involved.



Loyalty: We develop a mutual allegiance with our customers, suppliers and each other by providing mutually beneficial results.

TO EMPLOYEES:

A place of pride to work; a pleasant and conducive work environment that in addition rewards hard work, and engenders ownership approach to duty

Values:

1. We believe that our people are our most important assets. Consequently, we strive to provide a pleasant and conducive environment that rewards hard work and enterprise.
2. We believe that integrity, honesty and ethical business practices are inalienable principles on which our business relationship will be established.
3. We also believe that meeting our social responsibilities and applying safe work and environmental practices will form the basis of our obligations that we operate in.

2.4 OUR CULTURE/CORE VALUES

At Sunup Logistics, we consider our culture to be among our innovations. Over a decade our MD has build's culture into what it is today — a place for creating and bringing big ideas to life. Today, that culture is the unifying force for our many business units and it's interwoven with our values of safety.

Safety

- Put safety first in all activities and safeguards the environment
- Recognizes and corrects potential hazards

Integrity

- Acts with honesty and fairness
- Treats all with dignity and respect
- Deals ethically in all transactions

One Purpose, One Team

- Encourages candor and trust
- Promotes loyalty
- Do what is best for the entire company



Operational Excellence and Innovation

- Demonstrates a “can do” approach to business
- Provides reliable and quality services
- Commits to continuous improvement

Our People

- Recognizes individual contributions
- Provides coaching and development opportunities
- Promotes employee achievement and accountability

Customer Satisfaction

- Builds strong customer relationships
- Keeps customer commitments
- Provides value to our customer

Company Durability

- Makes decisions for the long term
- Reinvests profits into the business
- Supports the company mission

2.5 CODE OF CONDUCT

Sunup Logistics is committed to the principle of honest and ethical conduct in all aspects of its business.

The basic principal that governs our management and employees activity should be carried out with loyalty to the interest of our clients, suppliers, fellow employees, strategic partners and other business associates.

The company has always has been committed to a high standard of business conduct. This means conducting business in accordance with the spirit and letter of applicable laws and regulations and in accordance with ethical business practices.

The main role of the Code is to promote:



- honest and ethical conduct, including the ethical handling of actual or apparent conflicts of interest between personal and professional relationships;
- avoidance of conflicts of interest, including disclosure to an appropriate person or persons identified in the Code of any material transaction or relationship that reasonably could be expected to give rise to such a conflict;
- compliance with applicable governmental laws, rules and regulations, not only of the country's jurisdiction of the given company belonging to Sunup Logistics Limited
- the prompt internal reporting of Code violations to an appropriate person or persons
- Personal accountability for adherence to the Code.

2.6 OUR MAIN GOAL:

We bring to our work:

- A proud heritage of accomplishment, integrity, excellence and commitment to our customer's interest.
- A strong resolve to develop a team relationship with our clients to provide the most reliable, honest, well-engineered solutions to problems and together achieve higher levels of productivity and profitability within business.
- The ability to perform our duties safely and in consonance with environmental laws and by-laws.
- A commitment to respond to our rapidly changing world with entrepreneurial approaches.

2.7 EXECUTIVE SUMMARY

This company, (SUNUP LOGISTICS LIMITED) is a 100 % wholly owned Nigerian Company that was established in 2014. It is organized into components of individual work streams to concentrate on maximizing service output in order to achieve and maximize clients' satisfaction.

Our services offered in safety and reliability, and affordability.

We therefore take this opportunity to welcome you to our World.

- Our team consists of various resources with varied skills drawn from relevant experience. We envisage that the team will manage to keep customer satisfaction and to build brand loyalty. The management work in the synergy of stakeholders, to ensure sustainability of the services rendered to customers and a success of this company

3 MANAGEMENT TEAM

FRANK OVIE IZOMOR - (MANAGING DIRECTOR OF THE BOARD)



Frank Ovie Izomor is a dynamic and multifaceted entrepreneur, an enthusiastic and highly organized team player with a unique sense of purpose and great ability to set goals, which he achieves through innovativeness, creativity, planning and organizational skills. He has a wide range of experience in administration and marketing gathered over a period of time having worked with reputable organizations with specific functions on human resources management, administration and marketing. He has a wealth of knowledge in the Oil and gas sector, and he is the Chairman of Serviteco Limited.

3.1 Business policy

We seek excellence in all our operations and conduct our business with strong focus on leadership modern and systematic approach to management. Our integrated Business Policy encourages process coordination, cooperation between business units and efficient use of resources.

Sunup Logistics will:

- Continuously improve employee and contractor safety and work environment.
- Ensure that Sunup logistics Values and Policies are efficiently communicated to all relevant personnel, also our contractors.
- Ensure high individual and organizational performance based on efficient recruitment, employee empowerment and simple and non-bureaucratic business procedures.
- Ensure that excellent individual and organizational performance is recognized and rewarded
- Ensure that learning from incidents and positive achievements (success) is encouraged and fully utilized.

We also ensure that environmental risks are identified and evaluated for all relevant business activities, and where activities are subcontracted. Environmental risks shall be controlled according to strict corporate acceptance criteria.

To ensure a healthy and strong HSE Culture within our work forces, whether offshore or onshore, the fully integration of HSEQ systems are the main tool for achievement.



4.0 SERVICES

SERVICES

- 1. ENGINEERING SERVICES**
- 2. PROJECT MANAGEMENT SERVICES**
- 3. PIPELINE SERVICES: - OIL AND GAS PIPELINES INSTALLATION, PIPELINE FABRICATION/CONSTRUCTION, PIPELINE COATING.**
- 4. SEA TRANSPORTATION, MARINE LOGISTICS SUPPLY AND OPERATION, OFFSHORE OPERATION SUPPORT SERVICES) VESSELS, HOUSE BOATS, BARGES ETC)**
- 5. EQUIPMENT PROCUREMENT/SUPPLY - SUPPLY, INSTALLATION AND MAINTENANCE OF OIL FIELD EQUIPMENT AND MATERIALS**

4.1 ENGINEERING SERVICES

4.1.1 ENGINEERING SERVICES

Sunup Logistics provides its services, expertise and engineering capabilities for the execution of multidisciplinary engineering projects.

With an extensive pool of resources, we work closely with our clients to establish project teams with the most appropriate blend of skills and experience to deliver world class services.

We provide services for process studies, feasibility studies, basic design and FEED for new installations and revamping of existing fields.

4.2 PROJECT MANAGEMENT SERVICES

Fully comprehensive project management services are provided where required.

These management services can also be provided in support of a client's management team.

The services include:

- Project planning and control
- Cost monitoring and cost control
- Progress monitoring and chasing
- Supervision, checking and technical approval of contractors' designs and shop drawings
- Technical audits
- Quality assurance, works inspections and tests
- Contract administration
- Contract administration

4.3 PIPELINE CONSTRUCTION SERVICES

- ROW Topography: - which will carry through the total contract with bending excellence and a precise as built chart.
- Civil Engineering: - Site Preparation. Supervision & Route (ROW) top soil removal, ditch excavation and soft cover backfill systems.
- Mechanical Engineering:- installations, Pipeline Construction, Pipe Stringing Pipe Bending, Manual & Automatic Welding Systems, Welding Procedure Development, Double Jointing Systems, Floating Head Sub Arc Welding reducing the mainline welding by up to 50%. Automatic Heat induction pre heating & Stress relieving
- Non Destructive Testing: - State of the art Internal/External X-Ray Crawlers Automatic Ultrasonic's
- Pipe Coating, Grit Blasting, Shrink Wrap, Heat Induction Powder Coating, Painting
- Pipeline Testing & Commissioning Rehabilitation, Pipe Replacement & Repair, internal cleaning, and intelligent pigging.
- Implementation of HSE Safe work practice, Method Statements & Hazard analysis.



4.3.1 PIPELINE INDUSTRY SERVICES

We also operate as Mechanical Engineering Sub-Contractors carrying out the following services in the Pipeline Industry:

- Construction Management, Equipment Supply & Recommendation
- Pipeline Construction main line Pipe trailers, Side booms, Pay welders, Excavation machines
- Pipe Fabrication & Installation Contractor Pipe fabrication units & related equipment
- Main Line Welding Contractor Automatic Welding Systems
- Construction Supervision Ditch excavation, backfill padding systems

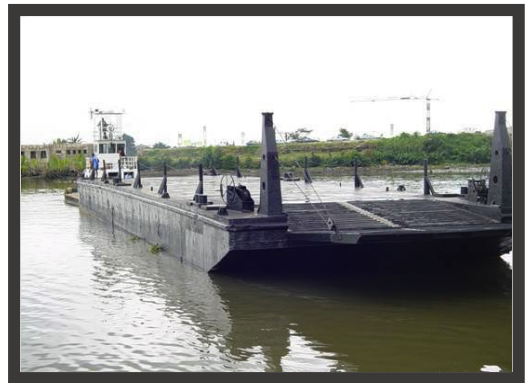


- Welding Procedures & Mechanical Evaluation Certification
- Overseeing, Method statements & Quality Control
- Automatic Welding System Development
- Pipeline Rehabilitation Services
- Skilled Pipeline Construction Supervision Personnel

4.4.1 MARINE OR SPECIAL TRANSPORTATION SERVICES

Marine Services:

- Tug boats of various capacities
- Ramp barge, Water barge and Flat top barge
- House boat and Personnel carrier
- Movement of personnel and equipment
- Onshore/offshore operations



4.4.2 MARINE LOGISTICS

With expertise in innovative problem solving and effective project management, Sunup Logistics is always available to help clients with challenging projects that require complex marine logistics.

We plan and manage complex over-water transportation projects by integrating marine transportation and supply chain management. We also coordinate heavy lift to support large project developments.



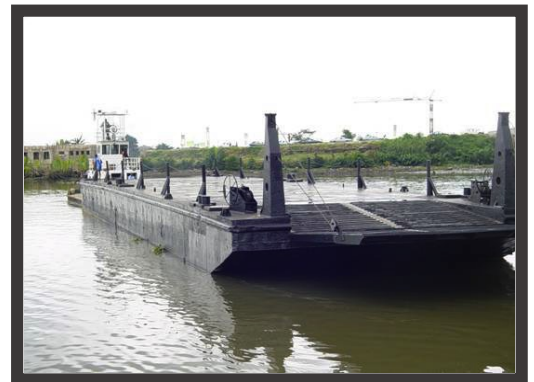
Because of our flexibility and expertise, logistics managers at major companies rely on our team for projects with constantly changing conditions.



4.4.3 FABRICATION OF MARINE EQUIPMENTS

Fabrication of Marine Equipment

- Tug boats of various capacities
- Ramp barge,
- Water barge
- Flat top barge
- House boat and Personnel carrier



4.5 Maintenance Services

- Pipe Freezing
- Line Stopple service
- Bypass service
- Double line stop & Bypass operation
- Running of a routine maintenance programme
- Undertake a preventive maintenance programme
- Monitor Failure forecast



5.0 COMPETENCY

5.1 TRAINING REQUIREMENTS

Key principles in competence

- Competence assurance should be linked to key responsibilities, activities and tasks identified in risk assessments.
- Competency assurance systems should aim to establish and maintain competency for all those involved in safety-related work, including managers. This is particularly important in the management and prevention of major accidents.
- Training is an important component of establishing competency but is not sufficient on its own. For example, consolidation of knowledge and skills through practice is a key part of developing competency.
- Competence assurance systems should take account of foreseeable work and operating conditions - including infrequent and complex activities, emergency situations and upsets, maintenance etc.
- 'On-the-job' training should be structured and linked to risk assessments and associated control measures including procedures. In safety critical environments, on-the-job training should be supported by other forms of training where appropriate e.g. classroom training, simulation.

5.2 SAFETY

Accidents happen for several reasons. Training of our people has led to less human error. Unsafe work practices have been examined, qualified and then corrected, through our Management Accountability and Continuous Improvement Programs. Unreasonable working conditions are negligible due to our continual updating of our depots and their surrounding areas and the replacement of aged equipment such as forklifts, trucks, uniforms and the general cleanliness of our environments. Road safety has been another premium concern and after constant analysis and intensive research into driver comforts and requirements, we have found an absolute necessity for two drivers on all of our interstate routes -at all times. We are proud of our WORKSAFE commitment and our excellent track-record.



5.3 CUSTOMER SERVICE

Sunup Logistics acknowledges that success comes from consistently high levels of customer service, and dedication to excellence through service by meeting or exceeding our customer's requirements, thereby ensuring their satisfaction. This is accomplished by effective management of our operations, services and related systems, and a strong commitment by all employees towards corporate success.

5.4 SERVICE EFFICIENCY:

When you need quality and on time delivery service, Sunup Logistics helps to ensure you get the best of service at the right place, at the right time, in the best condition, and at the best rate. It's an ongoing process of continuous improvement...We understand that transportation is a major cost component. We have developed that anything we can do to help is significant with each transaction, we work to reduce costs without sacrificing transportation care.

5.5 COMMITMENT TO QUALITY:

We are committed to the implementation and maintenance of the quality system and the continuous improvement necessary to make our company more competitive in the provision of services to our clients.

5.6 COMMITMENT TO CLIENTS

To differentiate ourselves from others, we emphasize our technical expertise, customer focus, on-time delivery, competitiveness, and partnerships with world class companies, quality of service, and professionalism. We understand the complexities and issues facing the industry, and our extensive experience together with strong grounding in the Nigerian culture and ways of conducting business mean we understand firsthand the many complex business issues, and are able to respond more quickly to ongoing requirements. We have quick access to international markets via our geographical spread and technology, together with access to international lines of credit.



6.0 ORGANIZATIONAL STRUCTURE

The senior management team consists of executive directors and senior managers. Furthermore, the board of directors consists of other non-executive directors with several years engineering, management, business, legal and finance experience in the oil & gas industry to assist with management decisions on operations and long-term planning, necessary for continued and consistent growth.

There are also business development managers, accounts executives, managers, field-based staff, engineers and administrators.

Sunup Logistics uses a project-based organizational structure, which ensures each new job is managed by its own team, whose leader reports to the head office. The head office oversees the general planning, funding and operations of each contract. With this structure, we are able to effectively and efficiently run several projects simultaneously.

The culture of the organization focused on innovative and entrepreneurial management, which brings effective services to our customers, through communicative teamwork, combined with efficient business and information technology system.

6.1 ORGANIZATIONAL CHART

Since strategy drives structure, the Board has put in place an organizational structure designed to meet the planned needs of the company.

The company enjoys the services of qualified engineering and management personnel in every area of its specialization. All the personnel, engineers and supervisors of all the different specialties are graduates from engineering universities and institution of related fields. They have undergone basic training and are now able to operate various advance scientific programmes.

The Company is structured into Departments-Disciplines in the manner described below:

Below are the functions of the various Departments in connection with executing projects profitably.



6.2 KEY PERSONNEL

NAME	SPECIALIZATION	QUALIFICATION	ASSIGNMENT
Frank Ovie Izomor	Managing Director	B:Eng Mechanical	Coordinate The Affairs Of The Company
Ibikeme Datuwei	Executive Director	HND Business admin	Handles all operational activities of the company.
Nelson Orobosa Izomor	General Manager	Bsc Human Resources	Handles all Admin related activities of the company.
Joshua Ubeku	Project Manager	B.Eng. Petroleum Engineering	Planning And Coordination Of All Logistics Support (Land, Marine & Air) For All Projects
Unuafe Kingsley	HSE Coordinator	Bsc. Environmental Science	Handle Safety Issues
Chinwe Oputa	Business Development Manager	B.Eng Civil Engineering	Handles all Business related issues

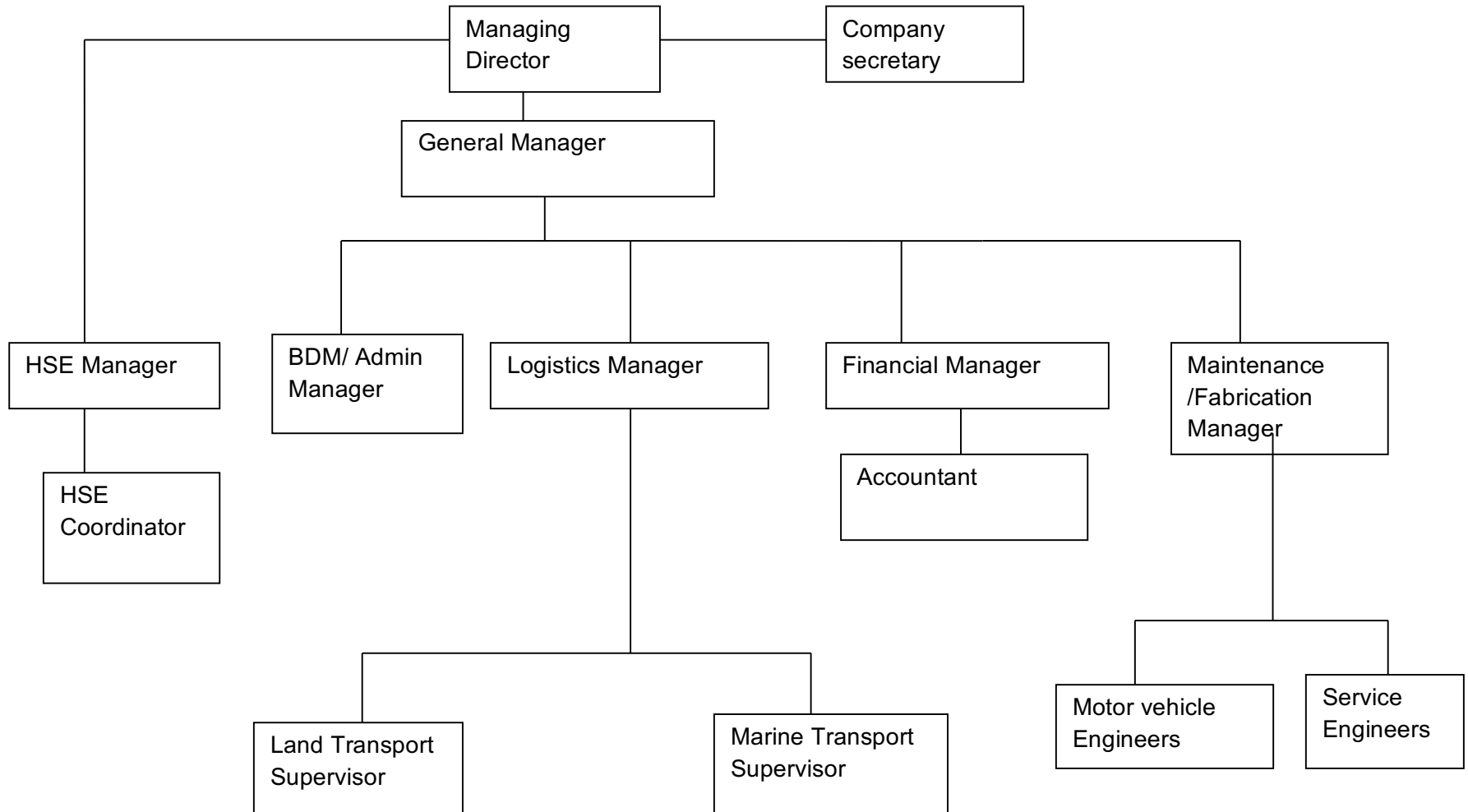
6.3 DEPARTMENT AND FUNCTIONS OF THE STAFF



S/N	DEPARTMENTS	FUNCTIONS
1.	Engineering	Preparation of engineering designs and studies
2.	Project Controls	Project Planning & scheduling, cost estimating, cost engineering and information technology
3.	Procurement	Management of procurement functions for operations
4	Finance & Accounts	Treasury management, billings, accounting and financial management
5.	Administration & Personnel	General administration and personnel management
6.	Business Development	Sourcing for business to ensure company growth & profitability
7.	Quality Assurance/Quality Control/CASHES	Ensuring compliance with Company Quality Standards
8.	Company Secretariat/Legal	Providing legal, insurance and Board secretarial services



6.5 ORGANOGRAM





7.0

HSE POLICY

It is the philosophy of SUNUP LOGISTICS LIMITED that accidents/injuries are preventable and therefore unacceptable in her operations. We integrate safety into our business and will vigorously pursue all accident prevention programmes through our well-structured and effective HSE Systems.

SUNUP LOGISTICS LIMITED activities will therefore be organized, planned and executed in such a manner as to:

- Protect and promote the health of its work force as well as the conduct of its activities in such a manner not to adversely affect any third party (host Community inclusive).
- Avoid injury to any workers, sub-contractors, and third parties who are either involved in or are by activities.
- Ensure the personal security of the work force and third parties and the security of property.
- Minimize the impact on the environment in which operates.

Every employee shall perform his/her work in accordance with this policy, and work must be suspended when it is believed that essential safety systems are not in place.

Management and Supervisors will be accountable for the safety of the employees working under their supervision, and will be expected to organize and conduct operations in a safe manner at all times.

Employees are reminded that they have a duty under the law to take reasonable care for their own safety and safety of others who may be affected by their acts or omissions and also to co-operate with statutory safety obligations which include adherence to company HSE Policy, rules and regulations.

The implementation of this policy is the responsibility of supervisors under delegated control and co-ordination of HSES Manager.

- Comply with all regulations governing Health, Safety Environment at the job site.
- To take expedient actions to correct or isolate unsafe conditions or work practices.
- To promote Health, Safety Environment awareness.



- Hold each employee accountable for their individual responsibility for Health, Safety Environment
- Every reasonable effort will be made to ensure that employees can accomplish the safe completion of assigned tasks.

No task is so important, nor so urgently, that we cannot take the time to do it safe.

SPECIFIC OBJECTIVES OF HSE POLICY

Prompt accident notification investigation and reporting.

- The establishment and maintaining of Healthy Safe and Productive Working Environment. Protection of property equipment and material from all down grading incidents.
- Protection of Environment by removing all hazardous wastes and by proper housekeeping. The integral part of effective management in the Marine industry is awareness that high standards of Health, Safety Environment is required.
- The HSE committee should be established at each working location in order that, full consideration can has been taken place between employees and management to ensure that employee derive the maximum advantage from Health, Safety Environment standards, set in herewith.
- There should not be any employee to be found to have been negligent in the matter of Health, Safety Environment or have contributed to accident through personnel neglect, then that person will be subjected to a Disciplinary Procedure which could result in dismissal.



ZERO ACCIDENT TOLERANCE POLICY

All endeavors to adopt a zero accident tolerance attitude to any occurrence threaten the Health, Safety Environment of our work force and the general public. The management is committed to achieving and sustaining "ZERO ACCIDENT TOLERANCE" through continues improvement practices.

Objectives:

- No Workplace Injuries and Occupational Diseases.
- No Accidents.
- Promote HSE as an integral part of our day –today activates
- Spread Health, Safety and Environment plan throughout the organization.
- Enhance employee awareness and involvement in Health, Safety Environment program implementation.
- Optimize the use of continuous improvement practices as the basis for "Zero accident tolerance" initiative.
- Eliminate all Environmental impacts aspects.



TECHNICAL PARTNERS





PICTURES OF FAB YARD AND EQUIPMENTS

ANNEX Administrative Office





FABRICATION SHOP



