



**WorkForce**  
SOUTHPACIFIC

# Company Statement





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## Company Details

**LEGAL NAME:** Workforce South Pacific Limited

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**MANAGING DIRECTOR:** Nigel Marshall



## 1. Director's Message

WFSP prides itself on the graduation training and retention of qualified staff. Our business is our family and our staff are the back bone of our operations.

Providing safe, healthy lifestyle approach to our workforce encourages success driven operations for our clients within timeframes and budgets.

Our continued success of return and concurrent business is testament to the ethos promoted throughout our organization.

Our customer service mentality to commitment excellence and serviceability is second to none.

We have in the past experienced difficult situations with unplanned shuts in extremely remote sites/locations around the Asia Pacific area, however given our attitude along with our belief ("there's no such thing as a problem...we only provide solutions") we have been able to not only maintain customer satisfaction through our ability to mobilize crews to site on short notice, but also ensuring we are supplying motivated crews with extensive experience to achieve the desired outcome.

Understanding our customers coupled with our commitment to quality staff, training, health and safety has seen WFSP grow to what you see today which is testament to our continued growth and success.

Our products / services include but are not limited to:

- Fixed plant maintenance
- Jaw / Cone Crushers rebuilds
- Apron Feeders overhauls
- Floation plant maintenance
- Feed Chutes
- Rubber Lining works
- Plant/civil Construction
- Mill Relines
- Industrial Mechanical and Electrical maintenance
- Emergency shutdown work

WFSP is client-focused, dedicated and places our clients at the fore. The safety of our workforce is paramount.

We have grown since undertaking our first maintenance contract with Ok Tedi Mine, and with our ability to combine service with competitive rates we are the contractor of choice in the region. Offices are located in Port Moresby (Capital), Kokopo (New Britain Province) and Cairns (Australia)



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**OUR VISION**

To be the worlds most integrated mining maintenance company where solutions are our only problem.

**OUR MISSION**

To ensure world's best practices, training, affordability and mobility to clients wherever they are.

**OUR VALUES**

• INTEGRITY:

To act in a manner which brings about respect and mutual trust towards each other

• COMMITMENT:

To complete jobs on time, within budget, to our clients' satisfaction

• SAFETY:

To ensure every day is a safe working day, without compromise

• ENVIRONMENT:

Environmental management is key to our organizational structure, working within the confines of mining and construction sites can be exceptionally challenging at the best of times. The training components for our staff heavily revolve around the provision of sound environmental management.

• RESOURCEFUL:

We only have solutions to the problems if and when they arise

• COMMITTED:

To be committed to "our vision", "our mission" and "our values"



## 2. Company Structure







## 3. Capability & Experience

### 3.1 COMPANY PROFILE

Workforce South Pacific Ltd (WFSP) is a registered Papua New Guinea (PNG) and Australian company, with our main office in Port Moresby giving us a central location and unilateral access to the greater Asian Pacific Region.

Our location ensures that we have a solid foundation to support our ongoing operations within the mining industry, with the facility to mobilize globally.

Accessibility to domestic and international routes is readily available and whilst our workforce is located all over the country our mobility is the key to our success, allowing WFSP to supply skilled tradesmen for general maintenance, construction and reline services including emergency crews for shut down operations.

WFSP main objective is to continue growing whilst recruiting the best tradesmen to keep achieving milestones to support our general maintenance, reline and construction services.

We take pride in supplying our clients consistent outcomes to their operations by continuously maintaining their mining infrastructure in a timely and cost effective manner.

Historically, with nil Lost Time Incidents (LTI's) and with more than 2,000,000 man hours 2015 -2020 is testament to our organization and management structure.

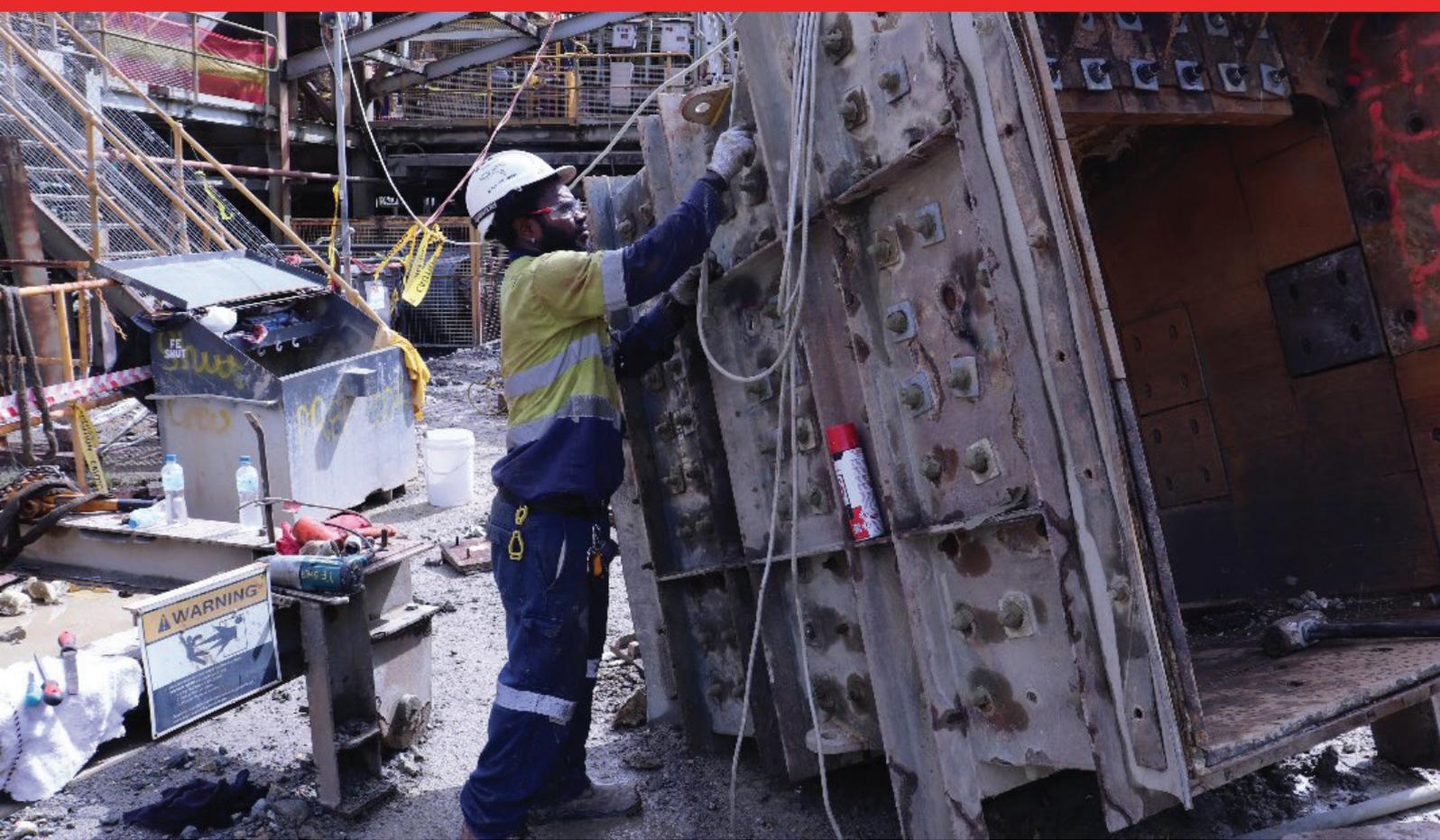
We achieve this by ensuring all our staff are continually trained to international standards and more importantly to site specific operations throughout their deployment.

Our crew are the backbone of our organization and maintaining a high quality standard combined with a healthy work/life balance is paramount to the company's ability to continue to focus on the ever changing services our clients require. .

We have also recently established our strategic management framework to guide our operations over the medium term 2020-2025 including alignment of our maintenance, reline and construction services to support our strategic goals. Key features include the creation of strategic business units, adoption of total quality management principles and localization strategies.

As part of this review the management and staff were able to successfully navigate the unpredictable and uncertain periods throughout the COVID 19 pandemic.

WFSP consistently worked with each client throughout the entire period ensuring budgeted production continuity.



### 3.2 QUALIFIED WORKFORCE

WFSP provides clients with cost effective solutions to their general maintenance operations through our extensive database of skilled and experienced tradesmen. By utilizing skilled PNG and International crews, we deliver effective mining maintenance, reline and construction capabilities to our clients along with quality assurance through highly qualified and experienced supervisory leadership.

We supply all our operational workforce with mandatory PPE (Hi-Vis long sleeved shirts, long trousers/overalls, steel capped boots, helmets and safety glasses). Our general maintenance personnel cover all tradesmen categories and include:

- Boiler Makers/Welders
- Crane and Franna Operators
- Fitter Machinists
- Labour and Trade Assistances
- Plant Maintenance Fitters
- Riggers
- Metal Fabricating Welders & Polypipe Welders
- Electricians (Licensed High and Low Voltage)
- Instrument Technicians
- Heavy Equipment Fitters
- Diesel Fitters
- Auto Electricians
- Mechanical Supervisors
- Planners
- Safety Officers
- Form Workers
- Concreters
- Steel Fixers
- Roofers
- Carpenters



## 4. Maintenance Expertise

### OVERVIEW

WFSP has been supplying general mining maintenance services to large-scale mining operations in South East Asia since 2010. We are expanding our maintenance, reline crews and expertise to accommodate future mining clients, whilst still maintaining the safest, highest quality service as per International standards.

### 4.1 PROJECTS

Porgera Joint Venture operated by Barrick (Niugini) Limited is a gold mine with both above and underground operations located in Enga Province and WFSP has been actively engaged since April 2012:

- Shutdown Mechanical Supervisors
- Tradesman labor hire for preventative maintenance works
- Fixed plant maintenance
- Autoclave internal and external inspections and repairs
- Fitters for the Autoclaves, Grinding, Crushing (Primary & Secondary), Concentrator, Oxygen Plant and Lime Plant
- Fitter for R&M on Paste Plant, & underground areas
- Riggers
- Reline Services
- HEFs for Surface Mobile maintenance

- Auto Electrician for both Heavy Equipment and Light vehicles

Lihir Gold Limited is a gold mine operated by Newcrest Mining Limited in New Ireland Province and WFSP has been actively engaged in contracts since January 2012:

- Shutdown Supervisors
- Tradesman Fitters and Boilermakers
- Jaw Crusher Shuts
- Mill circuit maintenance
- Floatation maintenance
- Providing Safety Trainers
- Sag and Ball relines
- Crusher rebuild
- Conveyor maintenance
- Apron Feeder rebuild
- Machinery operators
- Riggers/Scaffolders
- Electrical and Instrumentation Technicians

Morobe Mining Joint Venture (MMJV) is a gold mine owned by Harmony Gold Mining Limited and Newcrest Mining Limited. WFSP provided the following tradesmen:



- Fitters and Boilermakers
- Franna and Crane Operators
- Truck Drivers
- Riggers
- Rubberman
- Supervisors
- Phu Bia Mining Limited is a gold mine owned by Pan Aust Mining Limited and operates the Phu Kham Copper-Gold Mine and the Ban Houayxai Gold-Silver Mine in the Lao People's Democratic Republic. WFSP has undertaken the maintenance and relining contracts in the following areas since April 2013:
  - Mill Relining
  - Apron Feeder and Crusher Overhauls and minor maintenance
  - Plant Fitters Supervisors to oversee local contractors
  - Shut down Coordinators and Personnel to supervise shutdowns
  - Ball Mill Girth Gear changeouts
  - WFSP has undertaken major projects within PNG both in partnership and tendered projects including:
    - Metso Minerals - Construction and installation of a primary C125 crusher, HP 200 cone crusher for the tertiary shaping in Partnership with Metso Minerals Australia for Neber Quarry, PNG

- Monier Ltd -Installation of a Concrete Batch Plant for Hebou Constructions, PNG
- Metso Minerals/Ok-Tedi Mining Ltd - Ball Mill 2B Girth Gear changeout and removal and installation of complete 32ft Sag Mill unit in partnership with Metso Minerals Australia
- Total Waste Management Ltd- Construction of office, accommodation and warehouse buildings including all civil works on their 12.5 hectare block in Napa Napa, PNG

### **PROJECT MANAGEMENT: COMMISSIONING AND DECOMMISSIONING**

- WFSP has the capabilities to handle all Project Management requirements by utilizing our International experts in these fields, giving our clients the confidence that their projects are being undertaken with the upmost professionalism to ensure the required outcome.
- We are also involved in new and existing fixed plant commissioning/decommissioning projects. By utilizing site specific personnel and equipment gives us the advantage of completing all projects in a safe and professional manner including our 100% focus on the environmental management within the immediate affected area.



## 5. Organizational Controls

### 5.1 ADMINISTRATIVE CONTROLS

To achieve this capability, we have formed a labour hire business division to provide ready access to skilled trades and semi-skilled talent pools. We are fully engaged in the recruitment process also turning this division into a fully accredited recruitment operation. WFSP is actively placing tradesmen from its labour hire division into mining sites throughout South East Asian region.

WFSP has the expert capability to manage resources both administratively and on-site operations. The center of operations is in Port Moresby managed by the Managing Director.

The management of resources is conducted as per the following:

1. Labour is sourced directly from the job markets in the Asia Pacific Area
2. WFSP managers review applications (CV's, licenses, trade accreditations)
3. Applicants move through the company administrative processes (policies/procedures, payroll details)
4. Administration teams manage the recruits on ongoing basis (payroll, travel, accommodation, etc.)
5. Site based managers accept and coordinate resources once on site (safety inductions, operations management)

### 5.2 OPERATION CONTROLS

Once mobilized to site, the applicants move through the operational management processes of WFSP and site specific inductions. This involves systematic procedures with shared and/or specific jurisdictions between WFSP and the client. This has become more paramount during the pandemic including social distancing whilst working in close proximity of colleagues for long periods of time.

### 5.3 PROGRAM PLANNING

WFSP works above and beyond industry standards, for project planning and scheduling for managing scope of the contracts to time and cost constraints. Internally the WFSP operations team will base their planning on the contract scope agreement, from this a baseline Gantt chart is developed to create and synchronize the individual work breakdown structure, tasks and milestones required to successfully complete the scope. The schedule also enables the integration of estimations for the effort in man-hours, timelines and durations to complete program milestones. This Gantt chart then provides the WFSP supervisors with baseline schedule/program of work from which they coordinate task completion in liaison and consultation with teams including project planning units.



The schedule then informs the development of a control budget of costs to completion that allows the client to create time phased budget profiles across the term of the maintenance period. The supervisor teams are then guided by both the baseline schedule and budget of works to manage the effort of the crews towards milestone completions. The supervisor then liaises with client's teams for planning and review meetings, where operations are reviewed, and outcomes inform the management of updated progress.

#### **5.4 CREW RESOURCES**

The ongoing management of plant and general maintenance crews once mobilized to site is taken over by supervisors. The supervisors are responsible for coordinating all human resources and mobilization logistical requirements for crews in liaison with senior management and administration operations teams. All payroll, accounts, travel, accommodation, planning and all other HR and mobilization requirements are managed between the two teams (administration/site) on an ongoing basis.

#### **5.5 GENERAL MAINTENANCE**

WFSP site management teams work in conjunction with the client's teams including operations and safety

management divisions. The detailed major components to the operations management procedures are outlined as follows:

1. Carry out site specific inductions
2. Conduct pre-job meetings with client
3. Full crews to complete company and client safety packs
4. Carry out pre-start checklist on all maintenance tooling and equipment
5. Divide crews Dayshift/Nightshift
6. Carry out maintenance scope as per Gantt chart
7. Update performance progress charts to client daily
8. Update logbooks by shift supervisor constantly
9. Conduct toolbox meetings every shift change (Safety and downtime issues, job progression)
10. Complete maintenance/clean up tasks
11. Carry out final inspections on maintenance operations to verify 100% completion before handing back to client
12. Conduct post job meeting with client



## 6. Work Health & Safety Management

WFSP is a safety focused organization and adopts the governing mining safety statutory guidelines that apply to the industry providing a healthy and safe work environment. This commitment to protecting people and property also extends to ensuring that WFSP operations do not place others at risk of injury, illness or property damage.

Managers, Supervisors and Coordinators have overall responsibility for the provision of a safe and healthy working environment. We ensure that health and safety management is a key priority in all areas of planning and implementation within our places of work.

Using a risk managed approach, WFSP undertakes to provide:

- Safe work environment at all sites where WFSP operates
- Adequate information and training
- A system for eliminating or minimizing hazards.

### 6.1 SAFETY MANAGEMENT PLAN

WFSP has developed a key Safety Management Plan (SMP) that provides our management strategy for health and safety risk compliance to all plant and general maintenance operations for the crews.

The WFSP SMP provides the objectives for compliance including:

All crews are trained, site specifically, ensuring at all times the safety of colleagues and themselves is paramount:

- Each employee understands their accountability for their own safety and that of others.
- No employee will be expected to perform work, which places them or others health and safety at risk.
- Ensure that the Health and Safety leaders are present within the operations and each work areas.
- Ensuring the SMP is continuously updated with all new OHS standards.
- Maintaining awareness of all identified risks in the work environment area.
- Ongoing focus on conducting of Job Safety Observations (JSO's) at workplaces.
- Implementation of all internal and external audit recommendations within identified timeframes.
- Ensure Job Safety Analysis (JSA's) is conducted for all tasks.
- Ensure Safe Work Procedures (SWP's) is developed and available for all tasks.



## 6.2 SAFETY PROCEDURES

WFSP implements its OHS obligations through its safety officers and managers. All maintenance operations and crews comply with the following procedures in accordance with the SMP:

- Risk Assessment - Ensure safety work environment for all crews.
- Equipment and Tooling - Ensure the pre start checklist is completed before use
- Safe Work Procedures (SWP's) - Ensure correct operations on all equipment and tooling.
- Job Safety Assessments (JSA's) - Ensure all safe work practices are fully understood and followed.
- Take 5 (Job Safety Observations) - Done prior to the job commencement and where/if job scope changes.
- Fit for Work Checklist - Breath testing of all crews prior to entering work site.
- Pre-Start Checklist - Carry out Pre-Start on all equipment to be used. Fill out and sign off on Pre-Start Checklist forms
- Toolbox Meetings - Discuss safety issues and incidents. Prevent/avoid potential incidents and hazards. Create a safe working environment.

- Safety Officer - Constant monitoring of WFSP personnel and ensuring that all WFSP and clients safety protocols are always adhered to.
- Liaise with client safety department.

## 7. ENVIRONMENTAL STATEMENT

The key to WFSP's environmental management is understanding our surroundings and our clients requirements. Essentially our staff are also trained on site specific directions, for example our clients in Asia are involved with inland mining operations whilst some of PNG established clients are island based with close proximity to the oceanic regions. WFSP is committed to regional acceptance training and understanding to all environmental issues and the country specific locations.

- Environmental management is a key KPI for contracted staff and management.
- As part of the management review 2020/2025 the directors are committed in conjunction with our sponsored companies to net zero emission by 2050.
- Our commitment to environmental management is a close second only to the safety management of our staff.



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