



COMMUNICATIONS POLICY

PREAMBLE

This Policy sets out guidelines for, and provides clarity on, the communication of NLNG Ship Management Limited (NSML) with all its stakeholders to achieve the company's Mission and Vision, to sustain and enhance its reputation, and to ensure brand consistency.

NSML is committed to clear, effective and open communication in all aspects of its business operations either within the organisation or externally, when relating with stakeholders and the general public, in keeping with the company's Core Values and its Vision of being "to be a Leading International Maritime Services Company; supporting the growth and development of the Nigerian maritime industry."

POLICY STATEMENT

1. NSML's communication policy is anchored on respect for our colleagues and other stakeholders – shareholders, government, community, buyers, industry, business community, media, etc. – in seeking, managing or sharing information. There shall therefore be no disparaging remarks, speech, writing or any form of derogatory or unsolicited communication about anyone's religion, race, ancestry, marital status, medical condition, age, gender, ethnicity, nationality, state or local government of origin, disability and related matters in any NSML internal or external communication materials, fora and/or channels.
2. NSML shall uphold the principles of openness and transparency. It shall be fact-based and shall ensure that all communication is accurate and consistent when delivered to its internal and external stakeholders.
3. NSML shall ensure that all communication materials respect sensitivities and diversity of global and Nigerian audiences in line with its Core Values.
4. The company's official communication channels such as emails, intranet site, social media channels, website, message boards, events, conferences, webinars and all other such channels are strictly for official company communication and shall not be appropriated for private use.
5. All messages must be compliant with an agreed company position and only authorised persons can speak on behalf of the company at any time. NSML shall ensure that all authorised persons are appropriately trained to communicate on behalf of the company.
6. NSML reserves sole right to usage of the company's branding paraphernalia including but not limited to its logo, letterheads, colours, emblems and flags. Unauthorised usage is strictly prohibited.
7. NSML reserves the right to manage, disclose and retain information as may be deemed fit at any time and in line with relevant and applicable data protection laws and regulations.
8. NSML employees must always adhere strictly to this Policy, the Code of Conduct, and applicable procedures for information dissemination and management.
9. NSML employees use of social media shall be guided by established company practice statements and should pose no reputational risk to the company.

ABDULKADIR K. AHMED

MD/CEO

January, 2024.