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"We have some of the most talented people across the business and we will continue to focus on growing and strengthening our capabilities to meet our present and future business needs."

It is a challenging period for the energy business with low commodity prices globally, while locally, Atlantic is suffering from large gas supply shortages which are having a significant impact on our business. However, LNG is a long-term business and for over 17 years, Atlantic has developed a strong reputation for being one of the safest and most reliable LNG companies in the world.

We are very proud of our performance at Atlantic. We have one of the best safety records of any LNG facility anywhere in the world, having now achieved over 32 million man-hours without a Lost Time Injury (LTI), which represents almost nine (9) years of safe operations. This achievement is as a result of our close partnership with our contractors and service provider companies, who continue to work alongside us as part of the Atlantic 'One Team'. Additionally, in a recent Ministry of Energy and Energy Industries audit into the asset integrity management of companies in the local energy sector, Atlantic scored the highest out of 30 companies. It is a reflection of the very high standards that we have around our process safety and asset integrity. At the same time, we ended 2015 with our highest reliability rate in our operating history - a rate of 98.3% -

and we continue to deliver our best ever plant performance in terms of reliability.

We have seen the emergence of new LNG facilities in recent times. Despite this, Atlantic's LNG remains competitive in the global market. This is primarily because Atlantic's facilities were built at much lower development costs, relative to the new LNG supply sources coming onstream.

Given the external environment, 2016 will be a tough year, but our focus will continue to be on maintaining our competitive advantage globally and operating safely and reliably. We remain committed to making decisions which positively impact our people and our communities, and facilitating opportunities for young people across Trinidad and Tobago to fulfil their potential. Our investment in our communities continues to have a positive impact on those who directly benefit, in addition to creating value for the wider community, whether it is through environmental conservation, education of our young people or local economic development.

NIGEL DARLOW
CHIEF EXECUTIVE OFFICER



# What **Sustainability**

# Means to Atlantic

In 1999, Atlantic shipped its first completed cargo of LNG from our marine jetty to Boston via the *Matthew*. Today, we deliver LNG to countries all around the world, emerging as a major player in the global LNG industry and placing Trinidad and Tobago firmly on the LNG map. Our journey from those early days when we operated a single Train liquefaction facility, to our current position as one of the leading exporters of LNG globally, is also reflected in our commitment to leverage our growth as a company to ensure we have a sustainable, positive impact on the wider community.

We see sustainability as our ability to develop our business in a way that drives economic growth, improves the well-being of people and communities and protects our natural environment. By taking a long-term strategic view of our business, our approach to sustainability includes strong corporate governance and ethical business practices – both within our operations and across the supply chain – as well as a focused and participatory approach to maintaining safe operations. Moreover, we remain committed to building capacity at the level of our employees, our contractors and service provider companies and across the wider society. Finally, we recognise our need to contribute to the protection of our environment for the benefit of future generations.

Ultimately, Atlantic seeks to make decisions which create long-term value for all our stakeholders, and to promote continuous improvement throughout our business.



# Who We Are

Atlantic LNG Company of Trinidad and Tobago ('Atlantic' or 'Company') produces liquefied natural gas (LNG) from natural gas delivered from fields in Trinidad and Tobago. Atlantic is the operator of a four (4)-Train liquefaction facility ('Facility'), located in Point Fortin, on the south-west coast of Trinidad. LNG is exported in LNG tankers from jetties located at the Facility.

Atlantic operates and manages four LNG Trains on behalf of the owners of each of the Trains. The Trains are owned by Trinidad and Tobago companies.

For detailed information on our Trains and ownership, you can visit our website at **www.atlanticlng.com**.



Figure 1: LNG markets - Atlantic Trains 1, 2 and 3 Cargo Destinations (2015)

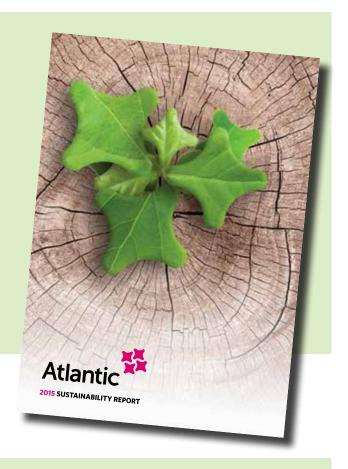
# **About This Report**

This publication is the 12th annual summary of our performance against our strategic targets and includes achievements for the year January 1 – December 31, 2015. Our business is exclusively that of a processor of natural gas and does not include exploration, distribution or shipping. This report therefore does not cover the performance of the suppliers of natural gas, nor the customers who take LNG, nor the activities of natural gas exploration, pipeline delivery, shipping or distribution to markets. This is a report of the Company's performance against our declared strategies and targets identified for 2014. This is not a statement of the Company's financial performance.

This abridged version of the report focuses on the issues which drive the sustainability of our business. It contains Standard Disclosures and G4 Sector Disclosures for Oil and Gas from the Global Reporting Initiative (GRI) Sustainability Reporting Guidelines. A list of these disclosures forms an index at the back of the publication.

You can access an electronic version of the report, as well as additional information on our Company on our website at **www.atlanticlng.com**.

If you would like to provide feedback on this report, you may contact us at **media@atlanticlng.com**.



# **Our Approach and Material Issues**

Our report seeks to engage a wide stakeholder audience on our performance. We develop our reporting around the issues which are of importance to our business and which also impact or have the potential to impact our stakeholders. By understanding these material issues, we are better positioned to monitor and manage our impacts and relationships with our stakeholders.

As part of our assessment, we looked at issues gleaned from a variety of inputs. Firstly, we identified issues via an internal review of sources such as our corporate strategy, our corporate performance contract and our risk management process. We also reviewed the material issues identified by the Member companies of the shareholder. Additionally, as we do each year, we conducted qualitative and quantitative research to assess our reporting and to identify issues relevant to our stakeholder groups. We also sought feedback on the initial prioritisation of issues from these stakeholders, which included employees, community representatives, service providers, students and media. Coming out of this exercise, we reviewed the relevant feedback and determined the issues that are of the highest priority for our reporting. We have grouped these issues under broad themes.

#### Governance and Ethical Conduct

- Ethics and Integrity
- Grievance Mechanisms
- Anti-Corruption Compliance

# Health, Safety and the Environment

- Occupational Health and Safety
- Asset Integrity and Process Safety
- Emissions
- Effluents and Waste
- Emergency Response

**People** 

 Employment Training and Education

Community Development

Local Communities

**Supply Chain Management** 

- Procurement Practices
- Supplier Environmental Assessment

Table 1: Reporting Aspects

# Feedback on Atlantic's 2014 Report



We conducted research among our stakeholders to assess our reporting and to collect feedback on how we can improve our reporting. Suggestions included:

- More information on waste management
- Further information on our partnerships in relation to emergency response

As far as possible, we have considered and applied this feedback to the production of this report.

# Assurance Statement

Atlantic engages an independent professional to provide assurance on each *Sustainability Report*. In 2015, CSR Solutions Limited was engaged to provide assurance on the 2015 report. One conclusion coming out of this assessment was as follows:

We recommend continued engagement with stakeholders, as well as awareness and education around industry-specific sustainability issues so that stakeholders can provide more informed feedback.

# **Management Approach**

Our strategic objective – One Team creating optimal value through the safe, reliable and efficient conduct of our LNG business – operationalises our vision and identifies what the Company would like to achieve and how we intend to do so. Our strategy is guided by six (6) strategic elements – key areas of focus on which we set our targets and assess our performance.

Our performance is further anchored in our Core Values, which speak to who we are as a company and which shape the way in which we do business. Our five (5) Core Values – Safety, Performance, Respect, Integrity and Teamwork – define what we expect from our employees and embody our corporate culture – a culture that is positive and robust.

- HSSE and Asset Integrity
- Production
- Projects Excellence
- Cost Management and Value Creation
- Corporate Responsibility
- People



One Team,

Figure 2: Atlantic's Strategy House



Employees participate in a roll-out session aimed at raising awareness of the Atlantic LiFESAVERS Programme

# **Stakeholders**

We recognise the importance of understanding the changes in the wider society and how they impact our decision-making process. As a result, we continue to establish and manage relationships with our various stakeholders as a means of managing the impact of their needs and concerns. Through ongoing engagement at various levels, we identify opportunities for continuous improvement across our business. Among our key stakeholders are the Member companies of our shareholders, employees, contractors and management of service provider companies, central and local government and regulatory agencies, local communities and the media.

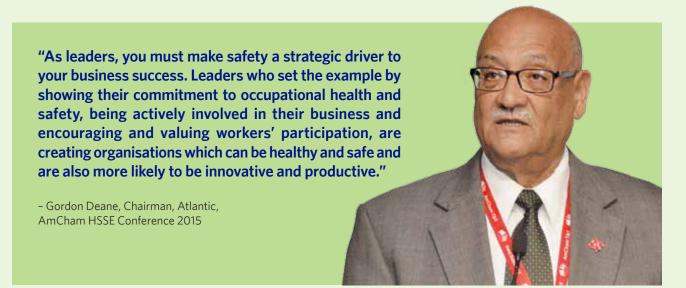
The Member companies of our shareholders support Atlantic's strategic management approach and provide effective oversight to ensure that Atlantic executes a sustainable and profitable operation. In addition to quarterly meetings, there are other regularly scheduled meetings which facilitate engagement on a range of business/operational issues. In 2015, we participated in a Joint Shareholders' Audit of our key HSSE processes, which allowed us to identify and address opportunities for improvement.

With the dynamic changes in the external environment, we continued to keep employees updated on these changes and the potential impact on the business. We also maintained our strategic focus on safety discussions to mitigate against complacency. This included the roll-out of the Atlantic LiFESAVERS programme and Process Safety Week.

We conducted various interventions with our community stakeholders, as we continue to seek to protect our licence to operate, and ensure the safety and well-being of the people and the environment. In addition to our scheduled site visits to community programmes and regular meetings with local government representatives, we also engaged members of the community and local mutual aid partners in emergency response, as we sought to strengthen crisis management capability.



Figure 3: Atlantic's Stakeholders



During 2015, we engaged various stakeholders on sustainability-related issues.

#### **Industry Discussions on Safety**

For the second year, Atlantic partnered with the American Chamber of Commerce of Trinidad and Tobago (AmCham) as title sponsor of the 19th annual Health, Safety, Security and Environment (HSSE) Conference. The event focused on the theme 'Managing Risk in Economic Uncertainty.'

Atlantic's Chairman, Gordon Deane, delivered the title sponsor's remarks, while Chief Executive Officer, Nigel Darlow, joined other industry leaders in a panel discussion around the topic, 'HSSE Through the Minds of Leaders.'

Atlantic also presented on the following topics:

- Effective Safety Leadership What Does it Take to Create a Safety Culture?
- Maintaining Employee Wellness in the Modern Workplace
- Best Practice in Contractor Safety Management Systems.

Atlantic is also represented on the Point Lisas Energy Association (PLEA) HSE Committee, which meets monthly to discuss HSE issues across the local energy industry. The Company also chairs the Energy Chamber's Energy Industry Competency Development Initiative (EICDI) which aims to support the local energy services industry in implementing their own Competency Management Systems. We also actively participate in safety discussions via the Safe-to-Work

(STOW) Implementation Board and the STOW Technical Committee.

# **Strengthening the Atlantic 'One Team' through Focused Contractor Engagement**

At the end of 2015, Atlantic had surpassed 30 million manhours without a Lost Time Injury – an industry achievement that would not have been possible without the active participation of our contractors and our service provider companies. We maintained our rigorous approach to communication and engagement with our contractors throughout the year, on issues related to both personal and process safety. We launched a Hazard Hunt competition to address an observed shortcoming by some contractors to report all hazards. This was further supported by the introduction of the Atlantic LiFESAVERS programme, which sought to improve the level of risk awareness in the field.

#### **Ongoing Participation in Climate Change Consultations**

Atlantic has actively participated in the Technical Working Groups on the Low Emission Capacity Building (LECB) Programme and Strategy for Reduction of Carbon Emissions in Trinidad and Tobago led by the Ministry of Planning and Development. This collaborative programme is aimed at strengthening technical and institutional capacities at the national level, while also facilitating inclusion and coordination of the public and private sectors in national climate change initiatives.

# **Commitment to External Initiatives**

We have adopted external standards that we consider particularly relevant to our business. These include:

- ISO 14001, which is an internationally accepted certification that establishes standards for an Environmental Management System (EMS)
- The Safe-to-Work (STOW) initiative which is a joint effort
  of the Energy Chamber, the Association of Upstream
  Operators of Trinidad and Tobago (AUOTT) and the Point
  Lisas Energy Association (PLEA) to develop consistent
  health, safety, security and environmental (HSSE)
  requirements to pre-qualify contractors in the local energy
  sector
- The PLEA certification which ensures that contractors

are equipped with the best HSSE knowledge and training, empowering them to better understand and identify hazards and risks associated with their tasks

Atlantic also participates in key discussions and in the development of best practices and policies in areas of concern to the energy industry, which drive long-term improvements and development of the sector. We actively collaborate with local business associations such as the Energy Chamber of Trinidad and Tobago, the Trinidad and Tobago Chamber of Industry and Commerce, the American Chamber of Commerce of Trinidad and Tobago (AmCham), the Point Fortin South Western Chamber of Industry and Commerce and the Point Lisas Energy Association.



Director, Maintenance, Marlon Whiskey, addressing the audience at the 2015 Energy Conference hosted by the Energy Chamber of Trinidad and Tobago

# **Economic Impact**

The Company aspires to conduct business in a manner that advances understanding of the principles of sustainability and most especially by example, through minimising cost and optimising value creation. In 2015, Atlantic paid a cumulative sum in excess of US\$249 million in taxes (including corporation taxes and green fund levies). Of this amount, income tax remitted on behalf of employees amounted to just over US\$13 million.

	Total (US\$)
Corporation Tax	224,754,962
Payment related to Prior Years	3,541,332
Green Fund Levy	2,106,344
Business Levy	0
PAYE	13,813,295
Withholding Tax	4,816,793
TOTAL	249,032,726

Table 2: Taxes Paid by Atlantic - 2015

# **Governance and Ethical Conduct**

Good corporate governance enables and supports an environment that is fair and transparent, and ensures that companies are accountable for their business decisions and actions. Our corporate governance mechanisms ensure that we have sustainable good business performance and also allow us to mitigate risk to our business and reputation. Atlantic's success over the long term depends on our ability to openly and fairly conduct and report on our business, and we remain committed to the highest ethical and governance standards.

#### **Structure and Leadership Team**

Atlantic operates and manages four (4) LNG Trains on behalf of the owners of each of the Trains. The Trains are owned by Trinidad and Tobago companies, each of which has a shareholder comprising Member companies.

The Chief Executive Officer and the Chief Operating Officer are responsible for the strategic direction and operations of the Company. They are supported by the Leadership Team, which comprises the heads of each business unit across the Company – Production, Projects, Maintenance, Operations Excellence, Commercial and Strategy, Finance and Planning, Corporate Operations, Human Resources, Health, Safety, Security and the Environment, Procurement and Supply Chain Management and Law and Corporate Affairs.

The Leadership Team meets once per month to review and report on performance and to discuss progress against the strategic priorities of the Company.

#### **Governance**

Governance is achieved through an integrated system of corporate policies and procedures, which provide guidelines for behaviour and practices. Updates on policies are rolled out to all employees and, where applicable, to contractors. In addition to a Code of Ethics and declarations of potential and actual conflicts of interest, there are policies that govern procurement practices.

For 2015, we maintained our focus on training and communication. We therefore continued learning and development interventions with key departments across the Company, representing 15% of all employees, which included mandatory orientation sessions for all new employees and training sessions in Corporate Fraud Prevention and Detection for our Contract Accountable Managers. We also conducted Anti-Bribery and Corruption (ABC) engagement sessions with employees of one of our service provider companies, as well as with coaches involved in the Atlantic Coaching

Excellence (ACE) Programme, one of our social investment programmes. No issues or concerns were identified during these engagement sessions. External governance body members receive training provided by their own organisations.

Our communication efforts also included newsletter articles, our annual online quiz and electronic communications and reminders via the intranet and plasma screens; these were targeted at all employees. This will remain a priority in 2016.

We updated both the ABC Policy and our Due Diligence Standard in 2015. The revised Due Diligence Standard seeks to ensure that we adopt a risk-based approach when entering into third-party business relationships and our focus has been on those areas where such third-party engagement is significant, including supply chain management, human resources and social investment. Contractual clauses related to our ABC Programme form part of the standard contract templates used for any service provider engagement.

In 2015, there were no confirmed incidents of corruption, nor were we penalised with any fines or non-monetary sanctions. Additionally, there were no confirmed incidents of persons being terminated due to corruption-related activities.

We completed the automation of the Conflict of Interest (COI) process so that employees can now submit their COI declaration forms via the Company's intranet. In 2016, we will focus on enhancing this tool to ensure greater efficiency in the administration of the process.

The Company captures fraud and corruption risks via the Fraud Risk Register. This risk assessment comprises fraud risk identification, analysis and mitigation, and covers 100% of Atlantic's business operations. As per Atlantic's Risk Management process and reporting criteria, no significant fraud risks were identified in 2015.

Concerns regarding compliance with the corporate ethical conduct policies and procedures, including the Code of Ethics and Atlantic's Business Principles, can be raised via Speak Out, a mechanism which facilitates confidential and anonymous reporting of matters in contravention with the Code.

Year	2013	2014	2015
Total	28	35	40

Table 3: Number of Speak Out Reports - 2013-2015



Safety is at the core of our operations across all four (4) Trains and all Atlantic sites

# **Safety**

Safety remains a critical priority for our business, as it speaks to how we manage our operational risks so that we mitigate the potential for significant incidents which may adversely impact our people, our communities and the environment. Moreover, our approach to safety ensures that we address the needs of our employees and contractors and speaks to their overall well-being both, on and off the job. It is not only a priority, but one of our Core Values, and is intrinsic to how we operate.

Our Health, Safety, Security and Environment (HSSE) policy demonstrates the Company's overarching commitment to the health and safety of everyone involved in or affected by the Company's activities, as well as our determination to care for the environment. This policy influences the development of supporting procedures and standards which assist us in managing our risks, and also serves as the foundation for how the Company sets targets and objectives in this area.

Atlantic remains committed to ensuring we maintain top quartile safety performance in the LNG industry, and at the end of 2015, we achieved 30 million man-hours without a Lost Time Injury (LTI), which represents over eight (8) years of safe operations. When one considers the intense project and maintenance activity on the Facility during 2015, comprising several high-risk activities, this is a significant achievement. Our success in this area can be attributed to an integrated, robust and comprehensive safety management system, operating within a strong organisational safety culture and driven by a united and strong leadership.

Other key areas of focus included:

**Contractor Management** - We established an HSSE Contractor Management Team to embed a formal approach to managing HSSE risks associated with our contractors.

The focus in 2016 will be on developing and implementing a formalised contractor onboarding process aimed at streamlining the various processes and activities related to ensuring that contractors have fully met Atlantic's HSSE requirements and successfully engaged and integrated into our culture of safe operations.

Atlantic LiFESAVERS Programme – While we recognise that all safety rules are mandatory, there are some risks which have the potential to cause serious injury or fatality if not properly managed. Based on an analysis of our incident statistics and industry trends, we rolled out a set of eight (8) critical rules which apply to all employees and contractors. These rules are aimed at reinforcing the behaviours which must be demonstrated at all times to prevent serious injury or fatality in the following areas:



**Driving** 



Lifting Operations



Working at Heights



Ground Disturbance



**Energy Isolations** 



Confined Space



Permit to Work



Bypass/ Override



Figure 4: Atlantic LiFESAVERS

Improved Hazard Identification and Management –  $\ln 2015$ , we introduced initiatives aimed at strengthening a hazard management culture in the Company. This included the Step Back  $5 \times 5$  initiative – a simple personal risk assessment that encourages continual self-monitoring of the job site and work activity – and a Hazard Hunt competition, which was designed to motivate persons to identify and correct hazards on the Facility, and strengthen safety ownership.

Improved Control of Work – Atlantic's Control of Work process is part of our safe system of work and is used to determine if and how a task can be carried out safely. We completed several improvements to this process, including a review of our electronic Permit-to-Work system, the development of Control of Work Assessment Guides, simplification of the review process for risk assessments and review of various related procedures. In 2016, the main area of focus will be the development and implementation of a robust Control of Work competency programme.

While our HSSE policies and procedures are critical to managing our operational risks, it is also important that all persons have opportunities to actively participate in the processes which impact their health and safety, as well as in giving feedback to improve these processes. At both the site and office levels, there are a number of avenues through which persons can voice their HSSE concerns and which also highlight any issues which may require further action. These interventions include Site Safety Leadership Meetings, Welfare Committee Meetings, Team Safety Meetings, Weekly and Quarterly Contractor Safety Meetings and Safety Stand-Downs.

Atlantic has also established the right to refuse to work for safety-related reasons, as well as the authority to stop unsafe work. These rights are documented as approved standards and are also embedded in all of the Company's safe work documentation.

#### **Incident Reporting and Investigation**

Atlantic's Incident Reporting and Investigation procedure details the process for identification, reporting, management and investigation of incidents. All incidents (near misses and accidents) are required to be reported within 24 hours via an Initial Incident Notification (IIN) form to the Atlantic IIN Group. Based on the severity rating/potential rating of the incident, a decision will be made to conduct a Level 0, 1, 2 or 3 Incident Investigation. A weekly IIN meeting is held with key stakeholders to review every IIN submitted, with the sole intent of identifying actions or follow-up that may be required to mitigate risk exposures identified as a result of the incidents. All actions from this meeting are tracked to closure.

OSHA Recordable Rate	0.214			
Type of injury	Atlantic Personnel	Contractor Personnel	Total Number of Injuries	
Fatalities	0	0	o	
Lost Time Incidents	0	0	0	
OSHA Recordables	0	5	5	
First Aids	11	90	101	
Occupational Diseases	0	0	0	
TOTAL	11	95	106	

Table 4: Injury Statistics - 2015

Location	Atlantic Personnel	Contractor Personnel	Total Number of Injuries
Process - Plant	7	67	74
Non-Process	1	27	28
POS Office	1	0	1
Point Fortin Administration Building	2	1	3
TOTAL	11	95	106

Table 5: Injury Statistics by Location - 2015

#### **Process Safety and Asset Integrity**

In 2015, our focus in the area of process safety and asset integrity was on embedding the mandatory requirements of the Asset Integrity Management (AIM) Standard and on building a culture of continuous improvement (CI) by developing our CI capability. We facilitated this through the design of the Atlantic Management System (AMS), with a focus on defect elimination, simplification, and value creation through risk reduction, cost optimisation and efficiency improvements. The AMS is an organisational framework designed to standardise work procedures, which will increase process safety, productivity and performance across the Company. The design of this framework began in 2014 and in 2015, we created an online portal to facilitate easier access to controlled documents and other tools, which will go 'live' in 2016. Furthermore, an AMS gap assessment tool was also created to facilitate identification and collation of gaps and opportunities to be addressed as we move forward.

In 2015, we were again committed to exploring opportunities for reducing risk. Among these opportunities was the full closure of the backlog of paper-based Technical Management of Change (MoC) items. At the end of December 2015, there was a total of three (3) overdue Permanent MoCs – a significant improvement from an average of 12 overdue items each month. Additionally, following a series of reviews and audits, a multidisciplinary team worked on implementing solutions to address challenges identified in the MoC system, with an improved solution to be implemented and rolled out in 2016.

The process for introducing changes to the Facility is controlled through a Management of Change (MoC) programme, which is a key element in process safety for managing any risks which may arise as a result of making changes. An MoC programme is applied for any changes to equipment, personnel or processes.

In addition, process documentation and other process safety information (PSI) play a critical role in process safety management. Inadequate management of PSI and other controlled documents creates the risk of information that is outdated or not easily accessible to users, which can lead to

SIGNIFICANT PROCESS SAFETY EVENTS

2
2
2
2012
2013
2014
2015

• Greater Consequence

Figure 5: Significant Process Safety Events - 2012-2015

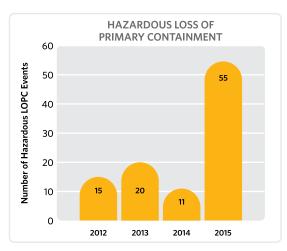


Figure 6: Hazardous Loss of Primary Containment - 2012-2015

lost time and potential rework, and increase the potential for a process safety incident. We continue to focus on strengthening our management of such data, with the migration of 50% of critical documents into a new online file structure, accessible to those who need them. Additionally, we have developed documentation requirements to drive standardisation, and these requirements will be rolled out to employees in 2016.

Process safety, on the other hand, involves the potential for a major process accident, if there is a lack of focus on the prevention of leaks, spills, equipment malfunction, overpressures, excessive temperatures and corrosion, as examples. We therefore continue to engage employees and contractors on the critical importance of a strong process safety culture, and each individual's role in preventing major accidents. Our annual Process Safety Week provides a forum for critical and open discussions, and in 2015, we focused on the importance of barrier management in mitigating the risk of major accidents.

Under the theme 'Stay on Course, Manage Barriers to Prevent Loss', the 2015 event facilitated deeper engagement around risk management and risk reduction initiatives, and highlighted the individual's role in preventing process safety incidents.

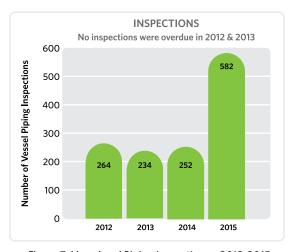


Figure 7: Vessel and Piping Inspections - 2012-2015



Figure 8: Safety Critical Equipment Preventative Maintenance (PMs) - 2012-2015



Employees participating in Atlantic's full-scale drill exercise

#### **Emergency Response**

It is important that we maintain a focus on crisis management and emergency response, to minimise the impact of any incident involving our people, the environment, our assets and our reputation. Major threats to our business include, but are not limited to, natural disasters, civil unrest, fire or explosion and terrorism. Our four (4)-step cycle for crisis management is aimed at ensuring that the Company is well-equipped to deal with any potential incidents.

- Prevention and Mitigation Measures aimed at reducing risk
- Preparedness Measures aimed at strengthening our operational readiness and a coordinated approach to managing an incident
- Response Atlantic's Integrated Emergency Management Plan outlines how the Company responds to different emergencies, and the roles of all relevant stakeholders
- Recovery Atlantic's Business Continuity Planning process guides how we recover from any disruptions

On a quarterly basis, we conduct Mutual Aid Meetings to engage with key stakeholders such as the Point Fortin Borough Corporation, the Municipal Fire Brigade and Police Service, Petrotrin/Trinmar, as well as representatives from the Water and Sewerage Authority (WASA) and the Trinidad and Tobago Electricity Commission (T&TEC). These meetings allow us to discuss matters of mutual concern for emergency management in the community, and these stakeholders are invited to participate in Atlantic's annual full-scale emergency exercises as responders, observers and evaluators; some representatives also form an integral part of the Unified Incident Command System.



Members of our Emergency Response team were also involved in the annual emergency drill exercise

In 2015, we conducted a full-scale emergency exercise, which facilitated the evaluation of our response in terms of safely evacuating and mustering personnel in and around our Marine Terminal. It also tested how we isolated upstream gas supplies, as well as mass casualty management. We also conducted environmental drills and general evacuation drills, both on and off the Facility. As part of our stakeholder engagement, we also invited our Mutual Aid partners to participate in familiarisation tours and drill sessions. Going forward, we are committed to increasing and improving our drill exercises in conjunction with our Production team.

On July 28, 2015, Atlantic's emergency exercise used a combination of simulated threats to test our preparedness for an industrial accident and its consequences. Operation IMPACT (Initiate, Mitigate, Plan, Account, Command and Control, Teamwork) was designed to evaluate our ability to manage an incident involving a hydrocarbon release at the Marine Terminal. In the scenario, a crack in the Cross Island Pipeline in the vicinity of the Inlet Area, resulted in a release



Employees physically preparing for the Wellness Walk in Port of Spain

of natural gas, which ultimately led to an explosion and a fire causing injuries to eight (8) persons. This allowed us to evaluate our response in terms of safely evacuating and mustering personnel from the area, isolating upstream gas supplies and mass casualty management.

The event allowed us to partner with key external stakeholders, including the Trinidad and Tobago Fire Service, the Trinidad and Tobago Police Service, the Petrotrin Fire Department and the Point Fortin Borough Corporation's Disaster Management Unit. Independent observers came from such organisations as bpTT, BG T&T, and the Office of Disaster Preparedness and Management (ODPM). Their feedback of the day's events were incorporated into lessons learnt, which will inform improvements going forward.

#### Health

Our priority is to provide a safe and healthy workplace for our people, as well as to ensure that all the necessary resources and support are available, through which they can actively manage their health and wellness.

The Company is committed to providing a safe and healthy workplace that enables all persons to perform at their most productive levels. An outbreak of Ebola Virus Disease in West Africa posed a significant global threat and the World Health Organisation (WHO) declared a Public Health Emergency of International Concern. In response to this, we developed an Ebola Response plan, which encompassed risk assessments aimed at identifying the most likely aspect of our operations that would be susceptible to an imported case of Ebola. Awareness sessions were held with all personnel, with additional information being shared via internal communication channels such as the intranet, video and posters. During this period, an Ebola screening questionnaire was developed and implemented for all persons on incoming LNG tankers, visitors to our Facility and persons returning from international travel.

Atlantic has a comprehensive wellness programme, which includes access to wellness centres with a wide variety of activities geared towards increasing physical activity, such as aerobics, spin, yoga and zumba. In addition, persons can seek advice on their nutritional choices through on-site access

to a dietitian. In 2015, 29.6% of employees participated in at least one (1) wellness activity. In an effort to encourage persons to take greater responsibility for their own well-being, Atlantic hosted an eight (8)-week health and wellness challenge. This wellness intervention sought to raise awareness around the increasing prevalence of chronic noncommunicable diseases such as diabetes, hypertension, obesity and cardiovascular disease and the importance of adopting healthy lifestyles to prevent these diseases. At the end of this programme, 200 pounds and 118 waist inches had been lost and 50% of persons enrolled in the programme had increased their cardiopulmonary aerobic fitness levels as assessed by a Chester Step Test.

This was further complemented by the hosting of Health Week, which featured a series of informative lectures delivered by leading local health professionals, displays and medical screenings. The Health Week ended with a Health and Wellness Walk, which attracted a healthy turnout of employees and contractors alike at both Port of Spain and Point Fortin.

Leadership support was very evident, with these activities being led by the Chairman, Chief Executive Officer, and the Chief Operating Officer.

Atlantic has a comprehensive Fit-for-Work programme, which governs both employees and service providers. This programme endeavours to ensure that persons are indeed fit to undertake the duties they are assigned without risk to the employees' health and safety or that of their co-workers or members of the public. In 2015 alone, over 2,500 medicals were completed and reviewed.

The Company also has an Executive Medical programme that is best in class. It is accessible to all members of staff and entails screening for chronic non-communicable diseases, recommended screening for women (e.g. mammograms and pap smears) and men (e.g. prostate), cardiac stress testing and even colonoscopies in specific age groups.

Additionally, there is a comprehensive Seasonal Influenza programme, which focuses on education/awareness, hand washing and seasonal influenza immunisation. In 2015, 500 vaccines were distributed to employees and contractors.



Effluent testing on the Facility

## **Environment**

Protection of the environment is important to us and being mindful of our impact on our natural resources is one of our strategic priorities. We adhere to the concept of "protecting the environment for those to come". At Atlantic, we believe tracking and reporting on environmental business practices is part of our corporate social accountability.

Atlantic is committed to conducting business in a sustainable and environmentally responsible manner at all times, striving to actively preserve and protect land, air and water while managing our environmental aspects. These various efforts contribute to Atlantic's solid reputation as a prudent and responsible operator.

Respecting our community and other key stakeholders is important; therefore, we consider environmental factors as integral parts of our planning and operating decisions. We adhere to all applicable national laws, regulations and policies on conserving resources, monitoring and reporting emissions and protecting the environment. Among these is our maintenance of a certified Environmental Management System (ISO 14001:2004), which is part of the Company's management practice to develop and implement our environmental policy and manage our environmental aspects.

In 2015, Atlantic was recertified by the auditing company ERM Certification and Verification Services, after extensive Stage 1 and Stage 2 recertification audits that began in 2014 and were completed in May 2015.

The auditors commended the Company for visible senior level commitment to HSSE, our strong focus on delivering

compliance, solid expertise in the environmental unit, active reporting, as well as strong community engagement and emergency preparedness and response. No major weaknesses were reported, and only four (4) minor opportunities for improvement identified.

Among our areas of strategic focus going forward are Effluent Management, Waste Management and a Green House Gas (GHG) Emission Inventory. Through ongoing reporting, as well as a rigorous Investigations and Lessons Learnt process, we continue to make process improvements in these areas.

#### **Energy - Energy Consumption Within the Organisation**

Natural gas is Atlantic's primary direct energy source for our operations. Atlantic also uses small amounts of electricity from the national source to power our administrative and support buildings.

During operations in 2015, 84.5% of the feed gas (Total Feed Gas 809,650.38 Terajoules) was converted to liquefied natural gas (LNG) and 3.2% was converted to natural gas liquids (NGL). The total energy produced and consumed during this activity was 95,694.09 Terajoules, which represents 11.8% of the feed gas supplied to the Facility. Losses account for 0.5% of this feed gas.

Atlantic maintains an extensive preventive and routine maintenance programme for our four Trains, and ensures that the Facility is run efficiently. As maintenance and turnarounds take place, we monitor reliability, process safety and upgrade equipment as required, taking advantage of energy efficiencies.

Feed Gas Distribution	FY 2013	FY 2014	FY 2015
NGL	3.43%	3.32%	3.19%
LNG	85.08%	84.92%	84.48%
Total Energy Use	10.67%	11.13%	11.82%
Losses	0.82%	0.63	0.51%

Table 6: Feed Gas Distribution - 2013-2015

#### **Energy - Purchased Electricity**

Where it is not feasible to utilise our own energy, we fulfil the remaining needs at our administrative buildings with grid-purchased energy. Using energy more efficiently reduces our carbon footprint and reduces our operating cost. Atlantic consumes purchased electricity for its administrative and other support buildings in Point Fortin and Port of Spain. The electricity that is consumed from purchased sources represents a value of 5,820,736 KWH or 20,954.65 Gigajoules.

#### **Reduction of Energy Consumption**

Atlantic recognises that minimising the amount of energy we use during our operations will reduce our environmental impact. We continuously explore opportunities via which we can optimise energy consumption over the long term.

Through efficient facility management, we continue to regulate and optimise the use of air-conditioning and lighting at our sites. For example, in 2015, we continued phasing out the use of R-22 hydro fluorocarbon (HFC) refrigerants, replacing them with more efficient R-410A in our air-conditioning units.

#### **Greenhouse Gas (GHG) Emissions**

The production of LNG is an energy intensive process, mainly due to the powering of turbine compressors in the liquefaction stage. However, our product, LNG, has a lower carbon intensity than other conventional sources of fuel. Natural gas produces around half of the  $\mathrm{CO}_2$  emissions of coal when burnt for electricity generation.

Greenhouse gas emissions are categorised into three (3) groups or scopes.

Scope 1 Emissions	Company facilities, company vehicles, fugitive emissions
Scope 2 Emissions	Purchased electricity
Scope 3 Emissions	Purchased goods and services, business travel, employee commuting, waste disposal, transportation

Table 7: Categories of GHG emissions and examples of emissions for each scope



The FLIR GF 320 Optical Gas Thermal Imager is now part of our proactive approach to leak management and prevention

In 2015, we began independent verification by industry experts to evaluate our current GHG Mass Balance Calculator. We are in the process of developing a new GHG Emission Inventory aligned to global standards and best practices for Scope 1 (direct emissions from owned or controlled sources) and Scope 2 (indirect emissions from generation of purchased energy consumed by the Company) emissions criteria. In addition, Atlantic is also developing Scope 3, which is a new standard that has been established to encourage corporations/industries to visualise and account for indirect GHG emissions across their entire value chain, and which will help in identifying reduction opportunities and more sustainable business decisions. This assessment will also form part of the current Greenhouse Gas Emissions Inventory exercise being conducted.

We continue to track and report our GHG emissions, and in 2015, our total GHG emissions were 5.21 million metric tonnes (MMT).

Between 2012-2014, we implemented systems and guidelines to facilitate the tracking and management of leaks on the Facility, including the introduction of infrared technology to assist in the detection of gaseous hydrocarbon emissions invisible to the human eye. In 2015, we developed and implemented our Leak Management Procedure, using guidelines based on the American Petroleum Institute's Recommended Practice 754 (API RP 754) and the UK HSE Supplementary Guidance Document for Reporting Hydrocarbon Releases.

Additionally, we track liquid leaks and gaseous emissions via the Facility Leak Register, and any concerns are highlighted and reviewed on a weekly basis. Any hazardous release exceeding the minimum reportable criteria (four [4] drips per minute or 20 % of the lower explosive limit (LEL) at four [4] inches away from gas source) is treated with priority until adequately repaired or addressed.

The chart on page 21 shows the trends for total and hazardous releases in 2015.



Figure 9: Monthly Leak Trends - 2015

In 2016, we will seek to drive continuous improvement efforts with the Leak Management Programme. This will bring a greater level of efficiency to the reporting process and likely lead to a reduction in the number of active liquid leaks and gaseous emissions across the Facility.

#### Waste

Atlantic's operations produce a variety of different waste streams which can be reused, recycled or disposed of at approved treatment/disposal facilities. We proactively identify suitable containers and storage facilities for separating non-hazardous and other waste, and we determine the appropriate disposal options during the planning phase of our work activities. Waste segregation assists in channelling waste to the relevant approved disposal facility and also assists in minimising the volumes of waste sent for treatment and disposal.



Commissioning of the high efficiency, large volume facility where liquid waste is now treated via a process consisting of thermal oxidisation

We identified opportunities to reuse waste and materials such as scrap metal, office furniture and waste oil through auction and/or recycling. Hazardous waste was transported to licensed waste management facilities using Atlantic's robust waste manifest and tracking system.

A key outcome in our waste management strategy in 2015 was the creation of a sustainable, environmentally friendly solution for the disposal of liquid waste - a process consisting of the thermal oxidisation of liquid waste; that is, the disposal of waste by incineration. This project has contributed to the overall reduction of the environmental impact of waste liquids from the production of LNG. The processes and technology associated with this new waste management solution allow for the oxidisation of waste at rates which allow for exceptional service, particularly during highvolume months and during our maintenance shutdown/ turnaround activities. The implementation of this solution addressed the challenges faced previously in effectively managing the volumes of liquid waste generated by operations on our Facility. Further information on the benefits of this project can be found in the section 'Supply Chain Management'.

In 2015, 783.02 tonnes of spent molecular sieve which were changed out on the Facility, were sent for treatment and co-processing at a cement factory located in Belgium. This is an industrial ecology solution where waste is used as raw material, as a source of energy, or both, to replace natural mineral resources and fossil fuels such as coal, petroleum or gas in industrial processes. This approach is primarily used in energy-intensive industries – including the cement industry – and decreases the use of fossil fuels, as well as reduces the volume of waste which goes to the landfill. Coprocessing is an environmentally friendly alternative for responsible waste management.

We also developed a Waste Management Strategy and by 2017, a complete Implementation Framework for this plan will be executed as part of our overall corporate strategy.

Disposal Routes	Tonnes
Landfill	3,894.70
Incineration	2,369.34
Biological Treatment	146.91
Recycle/Reuse	31.52
Other (Storage)	269.28
Total	6,711.76

Table 8: Waste generated in 2015 (Disposal Routes/Storage)

#### **Spills**

In 2015, spills at Atlantic amounted to 12.65 barrels (equivalent to 22 minor spill events). Of this, approximately 10.14 barrels were chemical-based and resulted from a process upset condition. Additionally, 2.51 barrels were hydrocarbon-based and mainly resulted from equipment malfunction.

For all spills, we follow our Spill Response Action Plan, which ensures a timely and effective response to any emergencies related to spills, including ensuring the safety of personnel, optimisation of resources, management of adverse environmental impacts and reporting. We continue to risk assess jobs and develop Environmental Operating Practice for all activities which have the potential for adverse environmental impact.

#### **Flaring**

Atlantic aims to manage and reduce flaring from our operations. In 2015, we embarked on a review to determine and assess whether the Flare Systems are operating within the applicable codes, standards and practices. The project will continue in 2016 to identify and implement interventions to ensure that the flare systems are in compliance. The total gas flared in 2015 was estimated (through mass balance calculations) at 355,139.01 carbon dioxide equivalent ( $\mathrm{CO}_2\mathrm{e}$ ) tonnes.

Indicators	Measure	2013	2014	2015
Energy				
Energy Use – Fuel	Terajoules	97,102.00	100,795.52	95,694.09
Energy Use – Electricity	Gigajoules	18,604.99	15,360.64	20,954.65
Energy Intensity Ratio	Megajoules/MMBtu	127.15	133.21	142.24
Emissions				
Carbon Dioxide	Tonnes	5,403,192.63	5,386,790.49	5,166,845.29
Methane	Tonnes	1,967.89	1,822.37	2,110.59
Total GHG	Tonnes	5,444,518.32	5,425,060.26	5,211,167.76
GHG Intensity Ratio	Tonnes CO <sub>2</sub> e/Tbtu	7,129.36	7,220.94	7,745.69
	Total LNG Production			
Waste				
Hazardous Waste	Tonnes	3,449.73	2,034.23	2,811.22
Non-Hazardous Waste	Tonnes	6,253.69	2,401.82	3,900.53
Total Waste*	Tonnes	9,703.42	4,436.05	6,711.76
Spills				
Hydrocarbon Spills	Barrels	74.53	0.05	2.51
Other Spills	Barrels	3.03	0.27	10.14
Flaring				
Total Gas Flared – CO <sub>2</sub> e	Tonnes	481,015.87	404,584.41	355,139.01

<sup>\*</sup>Total Waste - includes material presently in storage.

Table 9: Environmental Performance - 2013-2015



Employees at the 2015 Kick-Off Meeting, where they receive updates on company performance and targets

# **People**

Our success depends on our ability to capitalise on the knowledge, skills and competencies of our people, as well as our approach to sustaining a rich pool of talent. With People being one of our strategic elements, we continue to focus on understanding our current skill sets and how they align to current and future business objectives. Our focus in this area is a reflection of our commitment to ensuring we develop local talent, which is critical to our sustainability and to Trinidad and Tobago maintaining its place as a major player in global LNG operations.

#### **Managing our Talent**

At the end of 2015, our total employee base stood at 746 persons, with 59 new persons being hired, 32 rehires (persons who had been previously employed under short-term contracts with the Company and were rehired in 2015 as either temporary contract, permanent contract or vacation interns) and 15 persons exiting the Company.

With the emergence of new LNG facilities worldwide, Atlantic was faced with increasing attrition among operations personnel, which had the potential to impact our ability to sustain operations in a safe and reliable manner. Furthermore, the secondment of operators to other internal projects also had a negative impact on manpower. To address this issue,

we recruited an additional 25 operators and in seeking to maximise the value of this expanded base, a fifth shift was introduced. This additional shift not only served to mitigate the risks associated with high attrition, but also facilitated additional opportunities for people development. Using a six (6) to 12-month rotation model, persons on the fifth shift are now exposed to different tasks as the shifts rotate, such as Shutdown/Turnaround Planning, Fabric Maintenance, Risk Assessment and Control of Work. In this way, this model created an environment which effectively allowed persons to deepen their understanding and knowledge of other areas of the business.

Additionally, keeping production facilities such as ours operating safely, and maintaining a high rate of reliability and performance, requires innovative approaches to building competency. We therefore invested in an Operator Training Simulator (OTS), which facilitates operator training on a computer-based system in an environment identical to the Facility's Control Room. The OTS has allowed us to support new operators in broadening their knowledge of the LNG process and experienced operators can use the OTS to sharpen their skills in dealing with previously untested plant scenarios. It also allows both new and experienced operators to improve safety-critical skills by enabling them to perform tasks in a simulated environment, which allows them to respond in a timely manner, effectively and appropriately.

Employment Contracts	Employees 30 and Younger	Employees 31 to 40	Employees 41 to 50	Employees 51 to 60	Employees over 60	Total Headcount
Permanent	88	340	174	53	0	655
Fixed Term	1	5	0	3	7	16
Secondee	0	0	6	5	1	12
Direct Contractor	0	0	0	0	0	0
Temporary	13	0	0	0	0	13
Trainees	48	2	0	0	0	50
Total	150	347	180	61	8	746

Table 10: Total number of employees by employment contract and age group as at December 31, 2015

<b>Employment Contracts</b>	Male	Female	Total Headcount
Permanent	487	168	655
Fixed Term	12	4	16
Secondee	11	1	12
Direct Contractor	0	0	0
Temporary	4	9	13
Trainees	34	16	50
Total	548	198	746

Table 11: Total number of employees by employment contract and gender as at December 31, 2015

Age Group	Male	Female	Total	Rate of New Employee Turnover
Employees 30 Years and Younger	4	1	5	0.76 %
Employees 31-40	2	0	2	0.31 %
Employees 41-50	3	0	3	0.46 %
Employees 51-60	3	2	5	0.76 %
Employees over 60	0	0	0	0.00 %
Total	12	3	15	2.29 %

Table 12: Total number and rate of employee turnover by age group and gender as at December 31, 2015

#### Notes:

- Employee turnover equals total number of exits x 100/ total number of permanent employees (655)
- Turnover refers to exit of permanent employees only Excludes all other employment categories

#### **Employee Engagement**

We continued to engage employees on issues related to the business throughout 2015, using a variety of internal communication channels such as the intranet, plasma screens, our electronic newsletter and face-to-face meetings. One (1) area of focus in 2015 was ensuring we embedded the new Atlantic LiFESAVERS, which are aimed at strengthening our corporate safety culture. We also continued to engage employees with health and wellness, and our Biggest Loser competition was an opportunity to actively get persons to pay attention to their diet and exercise habits. Furthermore, having rolled out our new Core Values in 2014, in 2015 we presented the inaugural employee recognition awards, based on the new values of Safety, Performance, Respect, Integrity and Teamwork. We also hosted the seventh CEO's Sustainability Awards, which recognise the outstanding teamwork and innovation in delivering projects aimed at improving how we operate.

In 2015, we also supported employee events, such as our internal sporting competitions and wellness activities and Employee Assistance Programme (EAP) sessions.

New Hires by Age Group	Male	Female	Total	Rate of New Hires
Employees 30 Years and Younger	36	14	50	6.70 %
Employees 31-40	4	2	6	0.80 %
Employees 41-50	2	0	2	0.27 %
Employees 51-60	0	0	0	0.00 %
Employees over 60	0	1	1	0.13 %
Total	42	17	59	<b>7.91</b> %
Rehires by Age Group	Male	Female	Total	Rate of Rehires
Employees 30 Years and Younger	9	19	28	3.75 %
Employees 31-40	0	2	2	0.27 %
Employees 41-50	0	1	1	0.13 %
Employees 51-60	0	0	0	0.00 %
Employees over 60	1	0	1	0.13 %

Table 13: Total number of new hires and rehires by age group and gender as at December 31, 2015

#### Notes

- New Hires refer to employees who were hired by the organisation for the first time in 2015
- Rehires refer to persons who were previously employed with the organisation and were rehired in 2015
- Rate of new employee hires equals total number of new employees x 100/total number of employees (746)

#### **Learning and Development**

Atlantic has an established performance process for employees, which includes regular performance and development reviews.

Employee Category	% who had regular Performance & Career Development Reviews during 2015
Clerical & General Services	100%
Technical & Administrative Support	99%
Senior Technical Support	96%
Professional	98%
Senior Professional	85%
Management	100%

Table 14: Employee performance reviews by employee category – 2015

Note: The percentages above are based on the number of persons who had formal, documented performance and career development reviews every six (6) months, once they were employed with Atlantic



The pioneer cohort of Atlantic Marine Trainees with Marine Manager, Michael Scipio (third from left)

Despite prevailing market conditions, engaging and developing people for the long term to successfully support our business strategy remains a critical priority. In 2015, we provided an estimated average of 13 hours of training per employee, compared to an average of ten (10) hours in 2014. We provided a broad range of training and development opportunities aimed at building capability internally, with interventions aimed at addressing technical, functional and compliance training needs aligned to our strategy. In addition, we continued our mentorship programme and implemented a leadership development programme, both of which are critical elements of our strategy for providing a succession pipeline to fill key leadership and business critical roles over the long term. This focus will continue in 2016, as it

strengthens our competitive advantage and supports our business continuity strategy.

At the end of 2015, we welcomed back four (4) of our employees, who completed two (2)-year assignments at Queensland Curtis LNG (QCLNG) in Australia, where they worked on the commissioning of the two (2)-train liquefaction facility. This was an invaluable developmental opportunity for them to work on commissioning a new LNG facility, and also allowed them to share their knowledge and best practice as employees working on a more mature LNG facility. In return, the expertise and perspectives from this assignment have been shared with team members and across the Company.

	Average Hours by Category							
Clerical & General Services	Technical & Administrative Support	Senior Technical Support	Professional	Senior Professional	Management	Executives		
10.9	11.6	14.1	14.2	13.0	10.7	13.2		

Table 15: Number of training hours by employee category

With a view to adapting to the current low commodity price environment, we took the decision to maintain our focus on developing young people with the right skills and behaviours to ensure we maintain a sustainable talent pipeline. In 2015, we recruited 30 new graduate and operator trainees who were assigned to different areas of our business for an 18 to 24-month period. Additionally, our pioneering cohort of marine trainees graduated in 2015, receiving the Trinidad and Tobago National Vocational Qualification (TTNVQ) in Marine Terminal Operations. One of these trainees was successfully recruited by the Company to further strengthen our marine operations. We also supported six (6) apprentices from the Point Fortin community as part of our Apprenticeship Training Programme and they successfully completed their training, earning the Caribbean Vocational Qualification (CVQ) in Instrumentation and Control, and Mechanical Maintenance. These trainees also graduated with Technician Diplomas in their respective disciplines from the University of Trinidad and Tobago.

Along with other development initiatives, such as local secondments to shareholder companies, e-learning and internal development assignments, we will continue to progress initiatives which support the potential of our employees over the next year.

While we recognise the importance of recruiting, rewarding and retaining the best employees, we also understand the importance of helping employees as they embark on retirement. To this end, we launched our Pre-Retirement seminar in 2015, to assist the relevant employees in making future career and retirement plans.

#### **Benefits**

All full-time employees are eligible to access a range of benefits, including group health and life insurance, pension plan, computer and housing loan facilities and our educational assistance facility. Full-time and temporary employees have access to benefits which include our Employee Assistance Programme (EAP) services.



Some of our contractors working on a major project on the Atlantic Facility

# **Supply Chain Management**

Our ethical, safety and environmental impacts extend beyond our direct operations to our suppliers, and the goods and services which they provide to us. Therefore, our focus on supply chain management is critical, to ensure that our service providers work responsibly and adhere to the highest standards of ethical conduct and governance, as well as health, safety and environment standards.

Additionally, we have recognised that for us to execute works on our Facility, whether on a daily basis, during major maintenance shutdowns or through major project activity, we must include our contractors as an important element of our One-Team approach; an approach that is intrinsically linked to our reliability and performance in a safe and

sustainable manner. We are also acutely aware that the current national economic environment has introduced a layer of risk to the reliability and effectiveness of that One-Team approach. Therefore, it is important that we continue to strengthen relationships across our supply chain, which not only positively impacts our business, but also contributes to sustainable capacity building at a national level.

#### **Atlantic's Supply Chain**

The diagram below illustrates at a high level what is involved in Atlantic's supply chain. It highlights the One-Team approach, i.e. the many and varied stakeholders that are involved in producing LNG, safely and reliably.

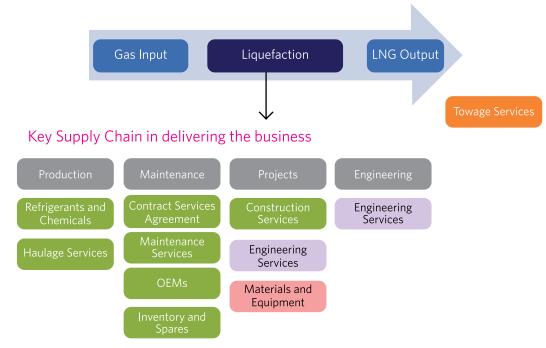


Figure 10: Atlantic's Supply Chain

In 2015, Atlantic continued efforts towards fostering a sustainable supply chain through focused efforts in the following areas:

#### **Supply Chain Risk Management**

In an effort to manage our risk and ensure we maintain a pool of qualified service providers with the necessary capabilities to provide us with goods and services, we undertook a review of our pre-qualification process. Through a series of engagement sessions with all stakeholders, feedback was collated which informed the modification of our pre-qualification questionnaire. Most notably, there was a focus on the development of criteria that would result in de-listing service providers from Atlantic's Pre-Qualification Register. The governance aspect of the pre-qualification process allows, among other elements, for the identification and mitigation of any ethical risks. In this way, we were able to improve our overall pre-qualification process, which, in the long term, will contribute to addressing challenges in creating a database of competent companies for competitive sourcing purposes.

We continued to use the Safe-to-Work (STOW) certification in the pre-qualification of our service providers. Since 2013, Atlantic has accepted STOW certification for companies conducting high-risk activities on our Facility, having met our minimum HSSE requirements. The certification includes an environmental assessment, which, among other elements, allows for a determination of whether companies have a stated Environmental Policy and an Environmental Management System (EMS). With STOW certification being a mandatory requirement for all providers conducting high-risk activities at Atlantic (which invariably have an element of environmental impact), these service provider companies are screened using environmental criteria, with Atlantic conducting site visits at their facilities and requesting additional information where necessary.

#### **Sourcing and Logistics**

We continue to adopt a strategic approach of developing and growing our local contractor base for the provision of goods and services – and over the last three (3) years, 63% of our sourcing was through local suppliers – an increase of 5% over previous years. In 2015, our focus in the area of sourcing and logistics included driving efficiencies in the supply chain through identification of opportunities for sustainable cost savings or sustainable improvements in our procurement activities. As an example, opportunities were identified and implemented for more effective consolidation of internationally sourced goods, which resulted in reduction or elimination of import-related charges.



Senior management of our service provider companies at one of our quarterly business meetings

#### **Supplier Relationship Management**

We continued our quarterly Business Meeting Forums with the senior management of our service provider companies. These engagement sessions continue to prove invaluable for building capacity in the domestic supply chain, as Atlantic is afforded the opportunity to share critical updates around operations, including updates related to safety, occupational health and governance. Additionally, the forum is used to share updates related to the local and global energy industry, and the impact on our operations. These meetings also offered service providers an open forum for sharing feedback, suggestions for improvement and best practices from within their own operations.

#### **Materials Management**

In 2015, one of our waste management strategies became a reality through the commencement of operations with a company that disposes of hazardous liquid waste. Atlantic partnered with a locally owned and operated medium-sized waste management company, based in south-west Trinidad, for the provision of a sustainable, environmentally friendly hazardous liquid waste disposal solution. This support further underscored our commitment to collaborate as much as possible with local service provider companies with the relevant expertise and experience, for sustainable development and growth of local capacity and capability. In so doing, the strategy not only provided an impetus for driving economic activity locally, but also provided training and employment opportunities for members of the local community. The collaboration further brought about initiatives to educate residents of Point Fortin, our fenceline community, on proper waste management practices.

In 2016, Atlantic will continue to focus on (a) increasing efficiencies within the supply chain through implementation of effective and sustainable cost management practices that drive value for the business, and (b) enhancing use of technological solutions to innovate and improve the responses of the supply chain to the growing demands of the future.



Point Fortin students participating in the Atlantic Primary Schools' Tennis Programme

# **Community Development**

We see our role as a producer of liquefied natural gas (LNG), as not just a significant contributor to the national economy, but we also recognise that we can offer significant support in community development. Through our partnerships at both the community and national levels, we have identified opportunities which can strengthen the skills and abilities of people, empower communities to play a more active role in socio-economic development and assist in unlocking the full potential of the generation which will follow.

Our community programmes are designed to be transformational and are driven by the needs of the local and national community, with the aim of ensuring that future generations can also derive their benefits. The success of each programme is measured to assess its progress through the development of key performance indicators, which we monitor on a regular basis. Our stakeholder management plan supports this approach and ensures that Atlantic builds and maintains strong relationships with key community, local government, regulatory and state representatives who approve and support our initiatives.



In addition to employee contributions to the United Way of Trinidad and Tobago, Atlantic also supports through volunteer efforts on the National Day of Caring



Winners of the 2015 Atlantic National Primary Schools' Cricket League Boys' Title, Preysal Government Primary School

Atlantic's production Facility is located in the south-western region of Trinidad, in the community of Point Fortin, which we refer to as our operating community. We have a proactive engagement strategy with community stakeholders, which include members of the local government body, the business community, schools and residents. Our interactions with these stakeholders vary, depending on the stakeholder and the issue(s) and include, where relevant, face-to-face meetings, site visits and roll-outs, as well as mass media communication.

Our responses to community concerns are recorded and acknowledged, and we monitor our progress in closing out related actions. In 2015, we recorded five (5) community grievances, of which four (4) were successfully resolved by the end of the year, with the final item due to be resolved in early 2016.

Programme	Expendit	ure (US\$)
	2014	2015
Sports		
Atlantic Primary Schools' Learn to Swim Programme Atlantic Primary Schools'	34,884	40,768
Tennis Programme	19,413	33,076
WIPA in the Community	359,767	293,024
Atlantic Real Madrid Social Sport Programme	160,690	158,423
Atlantic National Primary Schools' Cricket League	71,526	71,807
Atlantic National Primary Schools' Football Championships	55,287	54,862
Atlantic National Primary Schools' Track and Field Championships	15,504	23,077
Atlantic Coaching Excellence Programme	110,000	69,386
Atlantic National Primary Schools' Invitational Swim Meet	8,588	10,477
Education		
Point Fortin's Finest Leadership Development Programme	97,368	116,983
National Energy Skills Centre (NESC) Training Programme	34,171	35,938
Atlantic Ultimate Field Trip (IMAX)	60,260	43,198
Atlantic/UTT Agricultural Enterprise Training	40,930	33,012
Environment		
National Sea Turtle Tagging and Monitoring Programme	155,039	153,846
Atlantic Environment Education Series	22,516	29,434
Local Economic Development		
Atlantic/IDB Local Economic Development Programme	227,957	230,512
Other		
Habitat for Humanity Home Covenant Programme	77,519	76,923
United Way of Trinidad and Tobago	45,015	54,779
TOTAL	1,596,434	1,526,402

Table 16: Expenditure - Sustainability Programmes - 2015

#### **Community Investment**

Our community investment is focused on four (4) main areas – Sports, Education, Entrepreneurship and the Environment. Our investment in our major community programmes in 2015 totalled US\$1,526,402.

#### **Other Sponsorships and Donations**

In addition to our support of these annual programmes, we also support other activities based on requests, which are considered by the Sponsorships and Donations Committee.

Total Expenditure (US\$)					
Donations 447,400					
Sponsorships	729,299				

Table 17: Breakdown of sponsorship and donation requests - 2015



Graduates of the Atlantic/UTT Agricultural Enterprise Training Programme

#### **Education**

Thirty-five (35) new farmers were enrolled in the Atlantic/University of Trinidad and Tobago Agricultural Enterprise Training Programme in 2015, which was the third year of its availability nationally. The 14-week programme focused on training in Agricultural Enterprise, as well as Basic Computer Literacy. Some of the difficulties faced in 2015 stemmed from the varied educational backgrounds of the participants, as well as the challenge in facilitating the computer literacy element. This also meant that the submission of business plans was delayed. The Computer Literacy element of the programme was therefore extended to allow the participants more time to familiarise themselves with the technology, which ultimately assisted them in submitting business plans at the end of the programme.

#### **Local Economic Development**

In 2012, Atlantic partnered with the Inter-American Development Bank (IDB) in developing the Local Economic Development (LED) Programme – a framework aimed at strengthening human capability and fuelling local economic

activity in the communities along the south-west peninsula. The programme seeks to encourage diversification in the local communities, with a focus on stimulating economic activity outside the oil and gas sector, which has traditionally dominated commercial activity in the region.

In support of this objective, Atlantic established the Loan for Enterprise and Network Development (LEND) Agency, which officially opened its doors in December 2014. Located in Cedros, the primary objective of the LEND Agency is to support the start-up and expansion of sustainable micro, small and medium enterprises (MSMEs) and entrepreneurs interested in business opportunities not related to the traditional oil and gas sector. Additionally, LEND is specifically targeted towards MSMEs in the south-western region, including Point Fortin, La Brea, Chatham, Buenos Ayres, Cedros and Icacos, and offers credit facilities for qualifying borrowers. At the end of 2015, 24 jobs had been created and 55 loans issued. These loans were distributed across such sectors as retail, agriculture, manufacturing and fishing, totalling over TT\$1,000,000.



Agricultural enterprises are among the small businesses which the LEND agency supports



A young swimmer competing at the Atlantic National Primary Schools' Invitational Swim Meet

#### **Sport**

Sport continues to be an important element of our development efforts in the community. The Atlantic Primary Schools' Tennis Programme, which targets primary school children in Point Fortin, entered its second year with an increase in participants from 251 in 2014, to 355 in 2015. Out of this rotation, 32 high-performing students were selected to move on to the elite class, where they will access advanced training. Overall, feedback on the programme remains positive, with teachers reporting that participating students were more committed and disciplined in the classroom.

Additionally, the Atlantic Aquatic Programme targets primary schoolchildren and exposes them to basic swimming techniques, with approximately 300 students enrolled in the

programme. As the number of young swimmers participating in this programme grew, so too did their talents, which encouraged the introduction of the annual Atlantic National Primary Schools' Invitational Swim Meet. In 2015, there were 59 schools from across Trinidad and Tobago participating in this event, and for the first time since the initiative began in 2010, Point Fortin was well represented with swimmers from all nine (9) primary schools in the community competing in various events on the day. Point Fortin RC Primary School went on to place second in the event, behind Bishop Anstey Junior School.

In 2011, Atlantic partnered with the Real Madrid Foundation in establishing the Atlantic Real Madrid Social Sport School. The programme targets at-risk children between the ages of seven (7) to 14 and aims to contribute to the development of positive values and healthy lifestyles. The programme,



Atlantic Sports Ambassador, swimmer George Bovell III, gives back to young swimmers through his Dive-In clinics

which initially targeted 80 boys and girls within Port of Spain, has grown to 100 students. An additional 100 children were added to the programme with the launch of a second franchise situated on the outskirts of the city and managed by the Clint Marcelle Football Academy. All participants benefit from health interventions, nutritional support, extra-curricular activities and sessions which seek to instill positive core values in the young participants. A reward and recognition programme was established to assist in reinforcing positive behaviours. The coaches participated in Atlantic's annual Football and Life Skills Development Camp, facilitated by coaches of the Manchester United Football Academy.

Atlantic also maintained our support of national sporting programmes in football, cricket, track and field and triathlon, and at the start of 2015, we hosted the inaugural Atlantic Youth Excellence in Sport (YES) Awards. This new awards programme seeks to recognise the outstanding performances from our young athletes across all our national programmes, as well as the coaches and administrators who support the growth and development of these initiatives.

Through our Atlantic Sports Ambassadors Programme, in which we draw upon the professional and personal experiences of some of the country's top sporting personalities



Atlantic Sports Ambassador, sprinter Richard Thompson, puts the young athletes through their paces during his athletics clinic

to inspire emerging athletes, we supported two (2) sports clinics for young people. Olympic bronze medallist swimmer, George Bovell III, hosted a series of Dive-In Swim Clinics for young swimmers, while three (3)-time Olympic silver medallist, Richard Thompson, shared his knowledge and technical skills with up-and-coming track and field athletes.



The boys and girls of the Bon Accord Government Primary School, Tobago, created history by capturing both Under-15 titles in the 2015 edition of the Atlantic National Primary Schools' Football Championships



Atlantic Sports Ambassadors, Kieron Pollard (second from left) and Andrew Lewis (fifth from left) join children in learning how to extinguish a small, albeit, imaginary fire



The Atlantic Environment Education Series encourages children to take better care of their natural environment



A juvenile turtle ready to be released into its natural habitat

#### **Environment**

Our partnership with the Fondes Amandes Community Reforestation Programme in hosting the Atlantic Environment Education Series continued in 2015, targeting Standard Three pupils from nine (9) schools across north Trinidad. Through this initiative, 236 students – an average of 26 students per class – visited the reforested hills of St. Ann's, where they learnt how to manage resources and protect wildlife during both the dry and rainy seasons. Additionally, the experience offered them guidance on how to assume a more active role in creating awareness around environmental stewardship in their schools and communities.

From 2008, Atlantic has been the sole sponsor of the Turtle Village Trust's National Sea Turtle Tagging and Monitoring Programme. Since inception, this programme has sought to strengthen local efforts at protecting our sea turtle population, through such activities as tagging and data collection, training for community volunteers, and offshore monitoring and research. The success of this programme has resulted in the Grande Riviere beach on the north-east coast of Trinidad becoming a nesting haven with thousands of nesting events each year, which, in turn, has unfortunately led to overcrowding. This overcrowding has led to turtle nests being dug up nightly by the turtles themselves to make way for new nests and this is believed to be one of the leading causes of the reduction in hatching success among the hard shell species, namely the hawksbill and the green turtles.

In 2014, the Head Start Programme was developed to assist in mitigating the threats to the survival of the hard shell species of turtle on the densely populated Grande Riviere beach. Under the programme, 13 nests were incubated in a controlled environment and volunteers recorded a hatch



Volunteers at Grande Riviere examine the hatcheries where the turtles are incubated in a controlled environment

success rate of 85%. A small number of hatchlings (2%) were kept and reared in order to:

- Develop community volunteers' skills in nurturing hatchlings to the juvenile stage in an artificial and controlled environment
- Determine whether hatchlings would survive in such an environment

In 2015, 20 juveniles were successfully released after a head start period of nine (9) to 12 months of being monitored for growth rates and birth defects in rearing tanks. The pilot programme allowed volunteers to better understand factors which affected mortality rates, including water changes, dehydration and in-tank aggression. This data would assist in improving how future hatchlings are reared, which would improve the number of juveniles successfully reared and released into their natural habitat.



Juvenile turtle being weighed and measured to evaluate growth rates

#### **Theory of Change and Programme Evaluation**

In 2014, we began a process of assessing the impact of our social investment programmes, with the aim of ensuring that these interventions provided long-term benefits to those impacted. In 2015, we took a rigorous approach to applying the Theory of Change principle to our programmes. This approach involves reviewing our programmes as they operate now and identifying issues to be addressed. The long-term goals of each programme are identified and then, by working backwards, we have begun the process of identifying what outcomes must be in place for these goals to be achieved. This approach is aimed at improving the overall structure and delivery of these programmes, through better planning and better evaluation. We have begun a consultative process with our social investment partners as part of this process, which will continue throughout 2016 and will inform strategic plans in this area for 2017 and beyond. Ultimately, our objective is to ensure that our partnership with local communities has a positive, lasting impact, and that we can better measure our progress against these targets and identify areas for improvement and growth as we move forward.

# **GRI G4 Index 2015**

The Global Reporting Initiative (known as GRI) is an international independent standards organisation that helps businesses, governments and other organisations understand and communicate their impacts on issues such as climate change, human rights and corruption. The Reporting Framework allows for the disclosure of sustainability performance and enables companies to be more transparent about the risks and opportunities which they face.

#### **Disclosures from the GRI G4 Sustainability Reporting Guidelines**

GENERAL ST	TANDARD DISCLOSURES				
Standard Disclosure	Disclosure Title	Reported	Reference	External	Comments
STRATEGY A	AND ANALYSIS				
G4-1	Statement from the most senior decision-maker of the organisation	Yes	Message from the Chief Executive Officer	Yes	
ORGANISAT	IONAL PROFILE				
G4-3	Name of the organisation	Yes	Who We Are	Yes	
G4-4	Primary brands, products and services	Yes	Who We Are	Yes	
G4-6	Number of countries where the organisation operates	Yes	Who We Are	Yes	
G4-8	Markets served	Yes	Who We Are	No	
G4-9	Scale of the organisation	Yes	Who We Are/ Managing our Talent	No	
G4-10	Workforce	Yes	Managing our Talent	No	
G4-11	Percentage of total employees covered by collective bargaining agreements	Yes	GRI Index	Yes	None of the employees of the organisation are covered by collective bargaining agreements nor represented by unions
G4-12	Organisation's Supply Chain	Yes	Supply Chain Management	No	
G4-15	External charters, principles or initiatives to which the organisation subscribes	Yes	Commitments to External Initiatives	Yes	
G4-16	Memberships of associations	Yes	Commitments to External Initiatives	Yes	
IDENTIFIED	MATERIAL ASPECTS AND B	OUNDARIES			
G4-18	Process for defining report content and aspect boundaries	Yes	Material Aspects	Yes	
G4-19	Material aspects identified	Yes	Material Aspects	Yes	

### **Disclosures from the GRI G4 Sustainability Reporting Guidelines** (continued)

GENERAL ST	TANDARD DISCLOSURES (c	ontinued)			
Standard Disclosure	Disclosure Title	Reported	Reference	External Assurance	Comments
IDENTIFIED	MATERIAL ASPECTS AND B	OUNDARIES			
G4-22	Effect of any restatements	Yes	GRI Index	Yes	In the 2014 Report, under Aspect: Procurement Practices, G4-EC 9 was erroneously printed as G4-EN3 in the GRI G4 INDEX. This was a typographical error and there were no material misstatements in the report.
STAKEHOLD	DER ENGAGEMENT				
G4-24	Stakeholder groups engaged by the organisation	Yes	Stakeholders	No	
REPORT PRO	OFILE				
G4-28	Reporting period	Yes	About this report	No	
G4-29	Date of most previous recent report	Yes	Feedback on Atlantic's 2014 Report	Yes	
G4-30	Reporting Cycle	Yes	About this Report	Yes	
G4-31	Contact Point for Questions regarding the Report	Yes	About this Report	Yes	
G4-33	Assurance	Yes	Assurance Statement	Yes	
G4-56	Organisation's values, norms, standards	Yes	Governance and Ethical Conduct	No	
SPECIFIC ST	ANDARD DISCLOSURES				
CATEGORY:	ECONOMIC				
ASPECT: EC	ONOMIC PERFORMANCE				
G4-EC1	Direct economic value generated and distributed	Yes	Economic Impact Community Investment	No	For legal reasons the following are omitted: revenues, operating costs, employee wages and benefits, payments to providers of capital and economic value retained
ASPECT: PR	OCUREMENT PRACTICES				
G4-DMA	General Disclosures on Management Approach	Yes	Supply Chain	Yes	

#### **Disclosures from the GRI G4 Sustainability Reporting Guidelines** (continued)

CATEGORY	: ENVIRONMENTAL				
Standard Disclosure	Disclosure Title	Reported	Reference	External Assurance	Comments
ASPECT: EN	IERGY				
G4-DMA	General Disclosures on Management Approach	Yes	Environment	Yes	
G4-EN3	Energy consumption within the organisation	Yes	Energy	No	
G4-EN5	Energy intensity	Yes	Energy	No	
ASPECT: EN	MISSIONS				
G4-DMA	General Disclosures on Management Approach	Yes	Emissions	Yes	
G4-EN15	Direct greenhouse gas (GHG) emissions (Scope 1)	Yes	Environmental Performance	No	
G4-EN18	Greenhouse gas (GHG) emissions intensity	Yes	Environmental Performance	No	
G4-EN19	Reduction of greenhouse gas (GHG) emissions	Yes	Environmental Performance	No	
ASPECT: EF	FLUENTS AND WASTE				
G4-DMA	General Disclosures on Management Approach	Yes	Effluents and Waste	Yes	
G4-EN23	Total weight of waste by type and disposal method	Yes	Effluents and Waste	No	
G4-EN24	Total number and volume of significant spills	Yes	Spills	No	
CATEGORY	: SOCIAL				
LABOUR PR	RACTICES AND DECENT WO	RK			
ASPECT: EN	<b>MPLOYMENT</b>				
G4-DMA	General Disclosures on Management Approach	Yes	People	Yes	
G4-LA1	Total number and rates of new employee hires and employee turnover by age group, gender and region	Yes	Managing our Talent	No	
G4-LA2	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by significant locations of operation	Yes	Benefits	No	
	CCUPATIONAL HEALTH AND			, .	
G4-DMA	General Disclosures on Management Approach	Yes	Safety	Yes	
G4-LA6	Type of injury and rates of injury, occupational diseases, lost days and absenteeism, and total number of work-related fatalities, by region and gender	Yes	Personal Safety	No	

#### **Disclosures from the GRI G4 Sustainability Reporting Guidelines** (continued)

CATEGORY	: SOCIAL				
LABOUR PF	RACTICES AND DECENT WO	<b>RK</b> (continue	d)		
Standard Disclosure	Disclosure Title	Reported	Reference	External Assurance	Comments
ASPECT: TF	RAINING AND EDUCATION				
G4-DMA	General Disclosures on Management Approach	Yes	Learning and Development	Yes	
G4-LA9	Average hours of training per year, per employee by gender and by employee category	Yes	Learning and Development	No	
G4-LA11	Percentage of employees receiving regular performance and career development reviews, by gender and by employee category	Yes	Learning and Development	No	
SOCIETY				•	
ASPECT: LC	OCAL COMMUNITIES				
G4-DMA	General Disclosures on Management Approach	Yes	Community Development	Yes	
G4-SO1	Percentage of operations with implemented local community engagement, impact assessments and development programmes	Yes	Community Development	Yes	
ASPECT: CO	OMPLIANCE				
G4-DMA	General Disclosures on Management Approach	Yes	Governance and Ethical Conduct	Yes	
G4-SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations	Yes	Governance and Ethical Conduct	No	
ASPECT: EN	MERGENCY PREPAREDNESS				
G4-DMA	General Disclosures on Management Approach	Yes	Emergency Response	Yes	
ASPECT: AS	SSET INTEGRITY AND PROCE	ESS SAFETY			
G4-DMA	General Disclosures on Management Approach	Yes	Process Safety	Yes	
OG-13	Number of process safety activities by business activity	Yes	Process Safety	Yes	

# **Assurance Statement**



CSR Solutions Limited was contracted by Atlantic to provide Type 1 assurance of the *Atlantic Sustainability Report* 2015, in accordance with AA1000 Assurance Standard 2008 (AA1000AS (2008)). This includes an evaluation of Atlantic's adherence to the AA1000 Accountability Principles of inclusivity, materiality and responsiveness.

This statement is not intended to provide verification on the sustainability performance data, but rather provide stakeholders with assurance on the manner in which the organisation manages its sustainability performance and communicates this in its sustainability reporting.

#### **SCOPE OF OUR WORK**

As outlined in AA1000 Accountability Principles Standard (APS) 2008, we have evaluated adherence to the principles of inclusivity, materiality and responsiveness. The scope of our work includes information covering the period January 1 to December 31, 2015 presented in the *Atlantic Sustainability Report 2015*. Our assurance engagement was carried out to provide a moderate level of assurance with a focus on the following areas:

- Governance and Ethical Conduct
- Health, Safety and the Environment
- People
- Supply Chain Management
- Community Development

Our scope of work did not include the verification of historical, financial or economic data.

#### **OUR INDEPENDENCE**

CSR Solutions Limited is an independent consulting firm which specialises in Corporate Social Responsibility and Sustainability. We were not involved in the preparation of the *Sustainability Report 2015*. Our most recent previous engagement with Atlantic was the provision of assurance on the *Atlantic Sustainability Report 2014* which was conducted in 2015.

#### **OUR RESPONSIBILITIES**

Atlantic was responsible for the preparation of the *Sustainability Report 2015*, including the collection and presentation of information contained within. Our responsibility was to provide independent assurance of adherence to the principles of AA1000AS 2008.

#### **OUR APPROACH TO THE ASSURANCE**

AA 1000AS 2008, guided the planning and performance of our work, in order to obtain sufficient evidence to provide the basis for our assurance conclusions. We conducted the following activities:

- Review of information presented in Atlantic Sustainability Report 2015;
- Review of material sustainability issues relevant to Atlantic and its stakeholders;
- Review of externally prepared reports and other supporting documentation;
- Interviews with management and staff in relation to policies, processes and procedures aimed at managing sustainability across all areas of business and the relationship of these to the data collection and reporting process with a focus on the sections identified above;
- External corroboration of various external initiatives and third-party activities outlined in the Atlantic Sustainability Report 2015.

#### **OUR CONCLUSIONS**

The Sustainability Report 2015 was reviewed by CSR Solutions in its draft form and where necessary, based on feedback provided, changes were made by Atlantic.

#### **INCLUSIVITY**

# This principle refers to the participation of stakeholders in developing and achieving an accountable and strategic response to sustainability.

Atlantic recognises the importance of stakeholder engagement and has made specific attempts to incorporate stakeholder feedback into its *Sustainability Report*.

We recommend additional awareness and education with internal stakeholders on the sustainability reporting process to ensure that internal systems are aligned with the requirements of the reporting process to facilitate more strategic approach to responding to, and reporting on sustainability.

#### **MATERIALITY**

# This principle refers to the determination of the relevance and significance of an issue to the organisation and its stakeholders.

Again, it is our view that Atlantic has identified and reported on the most material sustainability issues relevant to the organisation.

We recommend that Atlantic work towards expanding its disclosure to include additional indicators as they continue to mature in their approach to reporting on material issues.

We continue to endorse prior year's assurance recommendations to disclose additional information on economic performance and impacts.

#### **RESPONSIVENESS**

# This principle refers to the determination of the relevance and significance of an issue to the organisation and its stakeholders.

Atlantic has again engaged with its stakeholders to identify and incorporate specific feedback into its *Sustainability Report*.

We recommend that this continued engagement also involve awareness and education around the sustainability reporting process so that stakeholders appreciate the important role that they can play in shaping the information contained in the report.

#### **GRI G4**

This report *contains* Standard Disclosures from the GRI Sustainability Reporting Guidelines and the G4 sector disclosures for Oil and Gas similar to the previous year's report.

We continue to recommend expanded reporting as required to satisfy GRI 'core' level disclosures.

CSR Solutions Limited Melanie Richards, Director Port of Spain, July 20, 2016

