



BLNGEMA



Quarter 1 2015

"The white bellied sea eagle is a frequent visitor to our loading jetty. We must play our part in ensuring that this sea eagle remains a familiar sight, now and for future generations."



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MD Message

Dear Colleagues,

Bismillahirrahmanirrahim

Assalamualaikum Warahmatuallahi Wabarakatuh/ Warmest Greetings

In this issue of Gema, I would like to focus on Goal Zero and what does it mean to us all. Well, Goal Zero is about ensuring no harm to people and no leak in the course of doing our core business. Brunei LNG is fully committed to pursue this. What could be

more satisfying than seeing each and every one of you return home safely to your families at the end of each working day ?

I strongly believe that incidents are preventable. We must be more proactive, engaging and empower our people to identify and highlight unsafe acts and conditions focussing on low risk activities. Follow the step back 5X5 process if unsure.

How can we achieve this?

In our HSE Plan, our emphasis is on safety leadership at all levels.

In April 2015, we will be launching our “Leaders Turun Padang” initiative whose objective is to get leaders at all levels to go out there, see and positively engage. Through this, we want to build trust, relationship and consequently encourage front line staff and business partners to be opened in highlighting good practices and issues that could impact people safety.

In the second quarter of the year, we will commence a diagnostic study of our safety culture and behaviour across Brunei LNG. In this study, across section of staff and business partners will be interviewed to obtain current reality of our safety behaviours. This will be followed by leaders’ commitment workshop which will determine further course of action. Internal coaches will be trained to help leaders meet their safety leadership commitments.

With effective processes in place and the right safety leadership to inculcate the right safety behaviour, incidents are preventable. Comply with the HSE Golden Rules;

Where you and I:

- Comply,
- Intervene and
- Respect for people.

It takes a lot of courage to do this and with the right safety leadership this can be done.

You and I have a moral obligation to ensure that we Deliver Goal Zero every day.

Regards,
Mohamad Awang Damit
MD/CEO Brunei LNG Sendirian Berhad

A NEW FINANCE CONTROL FRAMEWORK IS INTRODUCED

The Costs & Contracts Works Stream under the Change Journey launched the new Finance Control Framework on 13th January 2015. Present as the guest of honour was the MD/CEO who extended his gratitude to the team for the successful launch of the Finance Control Framework.

The session started with an opening speech by C.J Lai, Finance Manager (FM) who said that there is need to improve the overall compliance culture in the company so that cost effectiveness is monitored at all levels. As a result, in early 2014, the launch of the Financial Control Framework began with a focus in mind; 'To embed a compliance culture in Brunei LNG through the management of financial risks' which will protect Brunei LNG's reputation.

Finance Control Framework is a structure of procedure designed to provide reasonable assurance to meet the company's objectives. It deals with the allocation of assets and liabilities over time under certain and uncertain conditions and aims to mitigate, reduce, and identify financial risk.

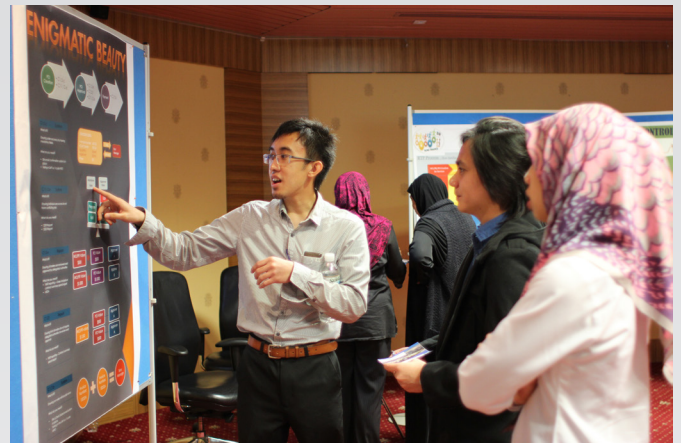
The roll out of this updated framework resulted from the insufficiency of existing online tool, high findings on Finance Control, and the unavailability of current controls documented online. More importantly the new Finance Control Framework ensures the accuracy of reported or recorded results.

It was started in Q1 2014 where the team within the Costs & Contracts Work Stream identified the critical risks and possible mitigating controls with process owners. Consequently, a control evidence checker was created whereby the team engaged the control owners and operators on the documentation of the identified controls, in which these controls were segregated into detective / Preventive & System / Manual and frequency level. The final validation was made with control operators and owners who tested the effectiveness of the control documents.

The project started with the existing 41 controls and arrived at 76 revised controls which are fully supported by relevant Control Owners and Operators. These 76 revised controls started to be implemented in January 2015. In summary, the key objectives that the team aims to achieve this year are as follow:

1. To be proactive in making operations efficient
2. To support the control operators as the key business interface
3. To maintain and update our Actual Control Descriptions in the Control Procedures

This project setup is fully aligned with the Brunei LNG Business Management System (BMS) in terms of structure and documentation. The introduction of this new Finance Control Framework is important for everyone in Brunei LNG as it helps to realise the existence of outdated control procedures. In this respect, staff are advised not to ignore the BMS Control Procedure or the Finance Actual Control Descriptions (ACD), but to work with the respective line managers, HSEG and FGA for an updated version. During a control audit exercise, Control owners and Operators will be tested against what is documented in the ACD. This influences the staff in one way or the other. With full awareness of the controls in place under the Finance Control Framework,

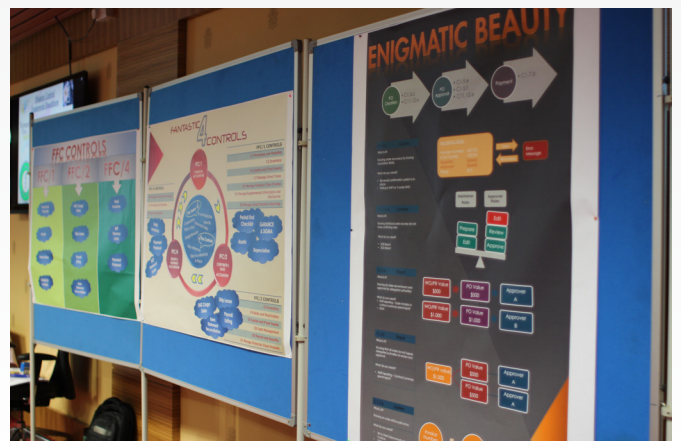


it helps staff to spot or be aware of possible control breaches. Such breach may affect the staff and the company as a whole.

The team comprised of 19 Finance staff that stepped up and expressed interests to take part in this project on top of their normal workload. Each of the volunteers played a critical and integral part with:

- Siak Yee - FFC who obtained the approval from both the Brunei LNG Management and Shareholders. Their focuses were to drive project forward and oversaw the overall project timeline and delivery.
- Shell IG Singapore; Marnix Boorsma and Huang Jie who provided advices and shared best practices.
- Control owners supported in providing their assessments and inputs
- Control operators provided the monitoring steps and action plans (known as Actual Control Descriptions, ACD) and supporting documents in addressing the risks identified by Control Owners
- EBLT provided the leadership visibility and commitment in making the project a success

The 2 days roadshow comprised of information booths, quizzes and a FINAL DESTINATION game. It was such a fruitful, informative and fun roadshow.





BRUNEI LNG ORGANISES BELAIT DISTRICT SECURITY AND SOCIAL PERFORMANCE ROADSHOW

On 21-24 January 2015 Brunei LNG organised the Belait District Security and Social Performance Roadshow at the Liang Lumut Recreation Club (LLRC). Launched by the guest of honour, Deputy Minister of Home Affairs, Pehin Dato Hj Awang Halbi Hj Mohd Yussof, as well as Managing Director and Chief Executive Officer of Brunei LNG, Mohamad Hj Awg Damit. The four-day roadshow aims to spread awareness on current issues related to security and social matters. It also acts as a platform for the public to interact and engage with the participating agencies on issues of mutual concerns and interest.

During the opening day of the roadshow, two endangered sea turtles were also released back to their natural habitat. The sea turtles, an eight-year-old Olive Ridley Turtle and a Hawksbill Turtle more than 10 years in age, were released by the Guest of Honour to conserve the species and allow them to live and grow in their natural environment.

Among the organisations which took part in the roadshow include Anti-Vice Gambling Suppression Unit, Domestic Violence Unit, Crime Scene Unit, Investigation and Traffic Control Department, Marine Police, OCPD Belait, Marine Department, Ports Department, Land Transport Department, Narcotics Control Bureau, Immigration and National Registration Department, Royal Customs and Excise Department, Labour Department, Syariah Religious Council (Enforcement Division), Fire and Rescue Department, Fisheries Department, Wildlife Division, Brunei Shell Petroleum Co Sdn Bhd, Brunei Methanol Company and BruWild.



2015 STARTS WITH NEW FOCUS AREAS HIGHLIGHTED AT MASS GATHERING

An annual New Year Mass Gathering for staff and contractors were held on 15th January 2015 in the plant. The event that was attended by staff and contractors aimed to highlight 2014 company's performance and witness the handover of Safety Awards for 2014. Present to mark the gathering was our MD/CEO Mohamad Awang Damit. It was at this gathering where the focus areas for 2015 were highlighted.

On Safety, there is need to ensure that Brunei LNG's Goal Zero of no harm to people, plant and the environment will continue to be the main focus for a reliable and sustainable Production - All employees have the responsibility to avert or minimise any adverse impacts to our Goal Zero target. It is important that everyone is responsible to take a more robust approach when carrying out work, whilst ensuring procedures are abided at all times.

On Cost, a commitment was made to optimise the value of each dollar spent; Embed saving without compromising HSSE; Challenge the manpower requirement and productivity; and explore ways to ensure efficiency and cost reduction. Creativity in spending pattern and avoidance of chronic unease are encouraged. In doing so, all employees are required to work together with cost consciousness in mind and not about cost cutting but more towards Cost Leadership. More importantly, the key message here is that *"Do not spend more than what we need."*

The event also witnessed the presentation of Safety Awards for Top Performer in 2014 for Contract Holder and Contractor. In the Contract Holder category, this year Hj Ismail Hj Ibrahim (EPM/72) won the Top Performer in Medium Risk Contract and Michelle Atkinson (ERE) won the Top Performer in High Risk Contract. The event concluded with the signing of HSSE Pledge 2015 from the respective Business Partners led by our MD/CEO.



TRAINING WORKSHOP FOR MUKIM LIANG COMMUNITY ENTREPRENEURS

On 27 January 2015, as a follow-up to the Business Workshop held on 10 and 15 December 2014 supported by Brunei LNG, a Training Workshop on building entrepreneurial society was conducted for the Mukim Liang Community Entrepreneurs at the Entrepreneurship Village (EV) Universiti Brunei Darussalam (UBD). This is part of Brunei LNG's Social Investment initiatives to support enterprise development for its fence line community through capacity-building undertakings.

The workshop was intended to help 14 Community Entrepreneurs of Mukim Liang address existing problems in their businesses and to further enhance their skills as well knowledge to develop their respective business endeavours.

Consisting of two components, the first session involved the incubates of EV briefing on the Mukim Liang Community Entrepreneurs' businesses. The second session saw the entrepreneurs discussing business problems such as difficulties in expanding and promoting their products.

The workshop also saw the incubates doing a presentation on solutions that could be applied for the entrepreneurs.



MASS GATHERING - LOVING THE PROPHET MUHAMMAD S.A.W

It is the time of the year that every 12 Rabiulawal, we as Muslims are encouraged to participate in the mass gathering to mark the birth of Prophet Muhammad Sallahualaihi Wassalam. The religious event this year was held on 3rd January 2015 at the Padang Bandaran Kuala Belait. It was led by the MD/CEO of Brunei LNG Mohamad Awang Damit. A total of more than 100 staff with family members and business partners joined the Brunei LNG's team. The event was concurrently held at all the other 3 districts in which Bandar Seri Begawan as the centre stage.

This year the theme "Loving the Prophet" or "Mencintai Rasulullah" was selected to introduce the various salawat and

nasyid to the young students participants. More than 4300 people participated in the mass procession of 2.1 km around the Kuala Belait town. The guest of honour was the Permanent Secretary of Core Education from the Ministry of Education Dr Hj Junaidi Hj Abdul Rahman. The GOH was also presented the Certificate of Participations to respective head of contingents. A special religious talk was also delivered by Dr Hj Noralizam Hj Aliakbar on the Prophet's (PBUH) life and its significance for all Muslims community.

The woman participants were also entertained with a religious talk, nasyid, tausyeh and dzikir marhaban held in Dewan Persidangan Kuala Belait.

EMERGENCY RESPONSE ROADSHOW



An Emergency Response Roadshow for staff and business partners was held for 3 days beginning 11th March 2015 at Brunei LNG plant. In attendance for the opening were Dr Thomas Jenke, Deputy Managing Director of Brunei LNG and Hj Yaakub Hj Yusof, Special Adviser, Health Safety, Environment, Security & Projects. The main objective of the roadshow was to create awareness on Emergency Response among the staff and contractors by introducing:

- ◆ The Brunei LNG Emergency Response,
- ◆ The Incident Command System (ICS) Structure as part of new changes,
- ◆ The Brunei LNG Emergency Response Website,
- ◆ The Brunei LNG Emergency Response Team Role and Responsibilities.

During the three days roadshow, staff and contractors were encouraged to participate in various games and quizzes as a way of helping the attendees to understand and know some of the important information and what to do in the event of emergency. Also involved during this event were the HAZMAT team, Brunei LNG Fire & Rescue team and Brunei LNG Medics.

NOTES:

Emergency Response System:

To effectively respond and recover from an emergency caused by Brunei LNG activities and/or affecting Brunei LNG assets Emergency Response Procedure:

- ◆ The Emergency Response Procedure (ERP) provides guidance to effectively respond and protect people from injury or prevent loss of life, prevent harm to the environment, minimize damage to assets or disruption to business and safeguard the reputation and recover / return to normal operations as soon as reasonably practicable.
- ◆ This procedure establishes how Brunei LNG undertakes incident management and emergency response and provides the reader with the information to effectively understand how Brunei LNG interfaces with BSP, Government agencies,

neighbouring industry, (Total ELF, Brunei Methanol Company, DES) and the surrounding Lumut and Liang communities. Reference is made to Crisis Management. The CMT details are not included in this ERP.

- ◆ The ERP will primarily describe four key points of incident management and emergency response.
 1. Having and emergency incident management organisational structure.
 2. Having an adequate number of competent emergency responders.
 3. Having the appropriate emergency response equipment, and
 4. Having pre-incident emergency response plans
- ◆ The Organisation's roles and responsibilities during an emergency;
 - The definition of the type of emergency situations;
 - Provide checklists for actions to consider in the event of a number of specific emergency;
 - Understanding the Emergency Response Facilities and Incident Command Physical Locations

What is the ICS Structure?

Brunei LNG manages emergencies using the Shell Incident Command System (ICS), based on the FEMA ECS Structure, provides an incident management structure using the 14 elements of ECS for conducting emergency operations. It is applicable to small scale emergency activities as well as major mobilisations.

What is 'Bowtie'?

The Bowtie method is a risk evaluation method that can be used to analyse and demonstrate casual relationships in high risk scenarios. The method takes its name from the shape of the diagram that you create, which looks like a men's bowtie. A Bowtie diagram does two things. First of all, a Bowtie gives a visual summary of all plausible accident scenarios that could exist around a certain Hazard. Second, by identifying control measures the Bowtie display what a company does to control those scenarios.



PRESIDENT OF INDONESIA VISITS BRUNEI LNG

On 8th February 2015, Brunei LNG was honoured to receive the official visit by the Indonesian President Joko Widodo and his delegation as part of the two-day state visit to Brunei Darussalam. The delegation was welcomed by the Minister of Energy at the Prime Minister's Office (PMO) Pehin Dato (Dr) Hj Mohammad Yasmin bin Hj Umar at the Sungai Liang Industrial Park (SPARK). Also present were Minister of Education Pehin Dato (Dr) Hj Awg Abu Bakar bin Hj Apong – as the minister in attendance, Permanent Secretary (Downstream & Power) at the Prime Minister's Office Dato Hj Jamain bin Hj Julaihi and Indonesian Coordinating Minister for Economics Sofyan Djalil.

The Minister of Energy at the PMO in his presentation touched on the oil and gas industry—particularly in developing and strengthening both upstream and downstream activities of the oil and gas industry. One of the goals in line with the Brunei Vision 2035 is to achieve the production of 650,000 barrels of oil equivalent per day by 2035. A brief overview on Brunei LNG's operation was also shared to the delegation.

After the presentation, the President and delegation also toured on bus around Brunei LNG's facilities that include visit to the Control Room situated at the centre of the plant.

The President also consented to sign the Visitors' Book and to have a group photo session with the management and staff of Brunei LNG. Prior to his departure, the President had the opportunity to mingle with hundreds of Indonesians community residing in the Belait District.



PROUD TO BE PART OF 31ST NATIONAL DAY CELEBRATION

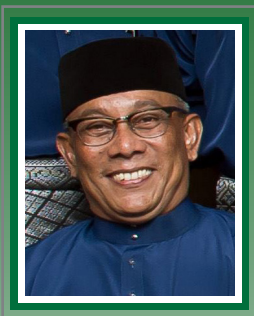
It was a hot sunny Sunday when the 31st National Day Celebration was held at the centre of Bandar Seri Begawan, Taman Haji Sir Muda Omar Ali Saifuddien. Despite this, the annual celebration held every 23rd February has always been the anticipated event not only for the locals but also the tourists who flock to the capital city Bandar Seri Begawan, an event full of colours, national spirits and fond memories especially seeing the loving and caring monarch at this auspicious event. Employees of Brunei LNG regarded this as an opportunity to show pride and national spirit to the country through the participation in the march-pass with other companies and organisations.

A total of 70 employees of Brunei LNG participated in the 31st National Day Celebration, led by the Managing Director/CEO Mohamad Awang Damit. This year, with the theme, “Generasi Berwawasan” or Generation with Vision is the slogan used for the 31st Anniversary Celebration

Potraying the well-known image of Brunei LNG’s contingents, they were proudly dressed up with Baju Melayu and Baju Kurung respectively. Despite the hot and sunny weather, it was a stimulating and delightful moment for Brunei LNG’s contingent as they hold the mini flag marched past the Royal Dias in front of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam, a real nationwide spirit of patriotism celebrating the 31st National Day of Negara Brunei Darussalam.



The followings are some of the testimonials from the contingents:



“It has been so many years that I participated in the National Day events, I’m proud and excited to take part in the celebration with the Brunei LNG contingents to show our spirit and pride to our peaceful country.”
Hj Yussof Koya (EEE/6)



“On behalf of Brunei LNG, I am very proud to participate in the 31 Years National Day, despite the extremely hot weather condition; we celebrate the National Day with high national spirit for our country Brunei Darussalam. I was really proud wearing the full uniform “Baju Cara Melayu” showing the original traditional wear of our country . I am very happy that our senior management joined the marching as a representative of Brunei LNG. Appreciation and big thanks to our LCE team as the coordinator for the arrangement of Brunei LNG participation in the 31 Years National Day “Congratulations” . For sure I will participate again next year if time permits Insya Allah in the spirit of the company and the country.”
Kassim Kamis (FFC/41)



“It was an honour for me to participate in the 31st National Day Celebration. It was an opportunity for me to show my pride and patriotism.”
Hjh Noreedah Abu Bakar (TPE/2)



SHELL ECO MARATHON (SEM) ASIA 2015

Shell Eco Marathon (SEM) Asia 2015 left a most memorable impact in my life and that is an understatement in itself. For those who are not familiar with SEMA, let us go through a few basic points as extracted from SEM communication materials.

It started in 1939 as the Shell Mileage Marathon. The first SEM took place in Europe in 1985 which means this year it celebrates the 30th Anniversary. The introduction of SEM event in Kuala Lumpur, Asia in 2010 brings it to the global audience with 80 teams from 10 countries. The event is open to students in high school, college and University. The aim of the competition is to travel the furthest on 1kWh of energy or 1 Litre of fuel. There are two categories namely, Prototype or Urban concept. Last but not least the energy source from the list of Petrol, Diesel, Ethanol (biofuel), FAME (fatty acid methyl ester), GTL fuel made from natural gas, Hydrogen fuel cell, Battery electric power, which can be supplemented by solar energy.

This year event saw a total of 133 student teams from 17 countries and 325 volunteers from all over Shell organisations. The event was from 26 Feb to 1 Mar at Luneta Park, Manila. Brunei Darussalam was represented by four teams namely, GENNEXT HARAPAN & GENNEXT PEJUANG (UBD) and PLM ALPHA 4 & PLM ALPHA 7 (PLM). UBD competed in the prototype concept whilst PLM competed in the urban concept.

The students and teachers from Brunei Darussalam demonstrated excellent team spirit portraying the core values of Bruneian where they forged great relationships with other teams and supported many teams in materials and motivational aspects. Amongst the teams that benefited from this support were Qatar, Philippine, Pakistan, Bangladesh and Malaysia to name but a few. The Bruneian students went through trials and tribulations from the stage where they assembled their car, get it technically certified in the various safety and technical inspections line up and finally race their cars on the race track.



The students and teachers worked day and night to pursue their goals in SEMA and in the words of Mr. Chong (UBD) "We came as strangers and we leave as friends".

As the Student Ambassador for 3 of the Bruneian teams, I was so proud to see their achievements and the exemplary team spirit in line with SEMA. Congratulations to the GENNEXT PEJUANG team for winning third place in the Prototype – Hydrogen category.



CIPTA 2015 CROWNS A NEW OVERALL WINNER

Institut Teknologi Brunei (ITB), in partnership with Brunei LNG Sdn Bhd (Brunei LNG) organised the Crown Prince CIPTA 2015 Award Ceremony. This is a biennial competition in which the CIPTA 2015 is the sixth CIPTA competition with a theme 'Towards a Smart Nation'. The year 2015 signifies a momentous milestone for Brunei LNG and ITB as we reached the 10th year of the Crown Prince CIPTA Award partnership. There are three local categories in CIPTA 2015: 'Category 1 – Creating New Product, Process or Technology'; 'Category 2 - Modifying existing Product, Process or Technology'; and 'Category 3 - Creating New or Modifying Existing Product, Process or Technology by Young Inventors'. The new category 'Smart Junior Competition' is for lower secondary school students (Year 7-9) in the country. Meanwhile, the new ASEAN Category is participated by individuals or teams from ASEAN other than Brunei Darussalam. The ASEAN category has two sub-categories namely: New Invention & Innovation Category, and the Young Inventor Category.

The official presentation of awards to winners was held On 14 March 2015, at the Royal Berkshire Hall, Royal Brunei Polo and Riding Club, Jerudong. Present to officiate the event was His Royal Highness Prince (Dr.) Haji Al-Muhtadee Billah ibni His Majesty Sultan Haji Hassanal Bolkiah Mu'izzaddin Waddaulah, Senior Minister at the Prime Minister's Office and the Pro-Chancellor of Institut Teknologi Brunei (ITB).

The ceremony began with the recitation of Surah Al-Fatihah led by Pehin Dato Haji Awang Suhaili bin Haji Mohiddin, the Deputy State Mufti. Subsequently followed by a Welcoming Speech by Associate Professor Dr Hjh Zohrah binti Hj Sulaiman, the Vice-Chancellor of ITB and Chairperson of CIPTA 2015.

His Royal Highness the Crown Prince then consented to gracefully launch the ITB Innovation Month in conjunction with the 10th Anniversary of the Crown Prince CIPTA Award competition which is held from 16th March to 16th April at ITB..

Prior to the official announcement of the winners, the Chief Adjudicator for CIPTA 2015, Professor Dr. Salim Al-Hassani,

President of the Foundation for Science, Technology and Civilisation, United Kingdom; an Emeritus Professor of Mechanical Engineering and Professorial Fellow in Humanities at Manchester University, presented a summary of the panel of judges' overall appraisal of CIPTA 2015 entries and recommendations for further enhancement of the competition.

The presentation of cheques, trophies, prizes and certificates to the winners and recipients was inaugurated by His Royal Highness the Crown Prince, who is also the Patron of the CIPTA 2015 Award competition. The prize presentation was becoming more exciting when the announcement and presentation of prizes to the first overall winner in the history of CIPTA. His Royal Highness consented to present the Crown Prince CIPTA Special Award to the overall winner of the competition. The inventor of Green Tea Nanocarriers to Fight Cancer from the Institute of Bioengineering and Nanotechnology Singapore, received a B\$10,000.00 cheque and the coveted Crown Prince CIPTA Award trophy. The project won the Best in ASEAN Category with \$8000 cash prizes, a trophy and certificate. Another special mentioned winner went to the project of Extraction of Vitamin E using Palm Fatty Acid Distillate by Curtin University, Malaysia. The event concluded with His Royal Highness visited the exhibitions from the winners in the CIPTA 2015 Competition.

Present at the ceremony were Pehin Dato (Dr) Haji Awang Abu Bakar Haji Apong, Minister of Education; Dr. Hajah Zohrah Haji Sulaiman Associate Professor, the Vice-Chancellor of ITB; and Mohamad Awang Damit, Managing Director of Brunei LNG and other senior officials from the Ministry of Education, ITB and Brunei LNG.

The contributions and partnership from Brunei LNG in this auspicious Crown Prince CIPTA Award signifies our support to the national vision of cultivating an innovative society with a diversified and sustainable economy, based on culture of knowledge and innovation and as part of the Corporate Social Responsibility.



BLOOD DONATION DRIVE

A 'Blood Donation Drive' was held at Brunei LNG on the 20th March 2015 that involving the Suri Seri Begawan Hospital Blood Bank team. The session was opened to both Brunei LNG staff and business partners where quite a number of people turned up to donate blood for a good cause. However, some were not able to donate due to the inability to fulfill the criteria. The overall count of donors during the event reached up to approximately 90 people.

Few staff and business partner were interviewed to understand the motives behind this noble cause. Most people said that they wanted to help people who are in need and in return get some health benefits from donating blood, such as better blood circulation.



"I have donated multiple times, mostly to help people and I benefit from it health wise, in terms of better blood circulation. After donating blood I normally feel I have more energy and I would definitely encourage my friends and family members to donate."
Hj Mahadi Hj Nordin CPA/12.



According to Aziemah Mat Emran EPM/522
"Donating blood will give me more health as it improves my blood circulation. In addition to that, I get to help people who are in need. This is my third time donating blood and I would encourage my family and friends to donate as well, because there is a lot of advantages both in health and helping people in need."



"Before having children, I used to donate blood twice a year, but now I only do it once in 2 years or so. I'm also involved in an association where we hold blood donation drives yearly. When I was a child my grandma was always admitted to the hospital, they asked our family to donate some blood to my grandmother. My family encourages us to donate blood; therefore I would also encourage others to donate in order to help people who are in need."
Stated Camille a Contract Manager from SAHID.



"Before joining Brunei LNG, I used to give blood while I was in the military. Recently my father was in a hospital, he has a unique blood type, and so few people could give him blood. It made me to realise how important blood is in case of accidents or ailments. I would definitely recommend more people to donate as it helps to give somebody a chance to live. It's the little things we do to help that make a big difference."
Pg Hassanal Pg Puteh (ETA)

BRUNEI LNG PROMOTES DIFFERENT LEARNING PROCESS THROUGH LEGO SETS CONTRIBUTION



On 23rd March 2015, as a follow-up activity from Brunei LNG and as part of its corporate social responsibility, 11 units of Lego Mindstorm EV3 sets were distributed to six schools in Liang-Lumut and rural areas. The items were distributed in a handover ceremony at Sekolah Rendah Sungai Tali, Lumut. Last year Brunei LNG sponsored Lego sets for the primary school to compete in the Brunei Robotic Olympiad 2014.

The Lego sets were handed over by the guest of honour, Acting Senior Officer for Special Tasks representing Ministry of Education Hj Nudin Mohammad, after receiving them from Operations Manager of Brunei LNG Hj Rahman Hj Sirat.

Representatives from Lumut Primary School, Sungai Liang Primary School, OKPB Bukit Sawat Primary School, Merangkang

Primary School and Labi Primary School received two Lego sets each, while Sungai Tali Primary School received one set.

The Acting Headmaster of Sungai Tali Primary School, Mohammad Hj Suhaili, in his speech stated that the school plans to have education-based activities subsequent to the Lego handover, such as showcase for Science subjects or making movies for Language Studies.

Additionally, the upcoming framework group between the Liang-Lumut and rural zone schools with a representative from Brunei LNG as the advisor will utilise the latest models in the market in expanding the learning process of the pupils through different methods.

FEATURED ARTICLES

10 WAYS TO STOP COMMUNICATION OVERLOAD



Image Reference: <http://www.saidaonline.com/en/news.php?go=fullnews&newsid=23073>

It's one of the most popular themes we have on our training programmes, and it won't be any different in the future.

The question 'How do we get over Communication Overload?' must come up more frequently than any other. The way that technology has made information so easy to transfer has brought with it so many other problems, the least of which is how do we handle the challenges that overload brings us?

Being overloaded by all the communication media we face is a common dilemma, and can only be addressed in a proactive and precise manner. You can't expect it to go away and leave you alone. You have to make it happen yourself, and you need to display coping mechanisms that will help you survive through the the morass of information that comes your way every day. Here are 10 Ways to Stop Communication Overload:

1. Every meeting – physical or virtual – must have an objective, an agenda, a start time and an end time; everybody who attends every meeting must have a specific and definitive purpose for being there.
2. Stop adding people to processes and groups. Every person you add to every process, group, communication, team, or whatever it is you are adding to, adds complexity and reduces productivity because people tend to say and do things, then others tend to respond, and so on. It's always easier to herd fewer cats.

3. Question the broad use of your predefined email distribution lists; reconsider every individual you cc on an email, and most importantly, don't automatically hit "Reply to All."
4. Reconsider internal meetings to prepare for other internal meetings, layers and layers of review meetings, the wisdom of "all hands" meetings, and panicked, kneejerk reactions to involve the whole world in a crisis.
5. Encourage and reward employee accountability, risk-taking, and initiative for resolving problems on their own.
6. Be aware of how your communications affect others; be the kind of manager that communicates well and evenly without causing people to have to request explanations or clarify what you really mean
7. Forget the latest management fads that want to sell more books. It might look new on the outside, but the truth is that most are rehashes of existing ideas that work just as well
8. Question the ubiquitous "I want to be involved" and "keep me in the loop" micromanaging/controlling mentality.
9. Don't use collaboration or communication tools for the sake of using them. If the net ROI isn't clear, don't do it.



Image Reference: <http://www.kindredhq.com/the-opportunity-of-time/>

10. Never forget that, now more than ever, time is more precious than money.

By recognising these 10 ways to stop communication overload, you put yourself in a good position to make it easier and more productive to communicate in the best way, and therefore gain better results.

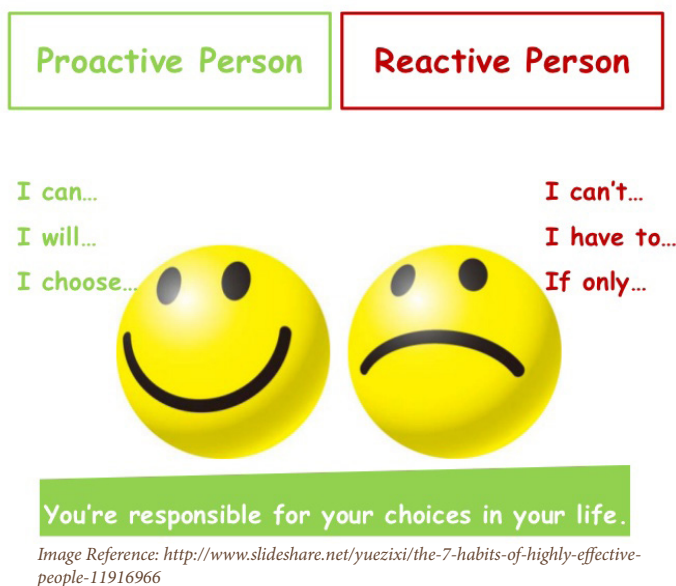
To your success!

Sean McPheat

<http://www.mtdtraining.com>

FEATURED ARTICLES

PROACTIVE VS REACTIVE THINKING: HOW TO BE PROACTIVE



What does it mean to be “proactive”, as opposed to “reactive”? And how can we do it? This is what this article is about.

The word “reactive” implies that you don’t have the initiative. You let the events set the agenda. You’re tossed and turned, so to speak, by the tides of life. Each new wave catches you by surprise. Huffing and puffing, you scramble to react to it in order to just stay afloat.

In contrast, the image we associate with “proactivity” is one of grace under stress. To stay with the previous analogy, let’s say you’re in choppy waters. Now, you look more at ease. It’s not just that you anticipate the waves. You’re in tune with them. You’re not desperately trying to escape them; you’re dancing with them.

It would be great to dance with the rhythm of life, using the ebb and flow of events as a source of energy. But is this only possible to those people who are endowed with a proactive attitude (or, maybe, a “proactive gene”)?

I believe that being proactive is not a mysterious quality that we have, or don’t have. It is a way of dealing with things, that we can develop and strengthen.

What, then, is this skill?

In a nutshell, being proactive is the same thing as being reactive. The only difference is: you do the reacting ahead of time.

Let’s go back to the example of the two swimmers on the choppy seas. The difference between them is that the proactive swimmer anticipates that there will be waves, whereas the reactive one is painfully surprised by each wave.

The difference is one of perspective. The proactive swimmer sees the big picture: each wave is not an isolated incident, but is part of a pattern. While there is stress in dealing with difficult circumstances, there is a consistency and a logic to the environment. There’s a degree of predictability.

With this bigger picture in mind, the proactive swimmer is able to adapt to the ups and downs. As he does so, he “learns” the patterns of the waves from inside out, so that his reactions become more and more spontaneous, more and more in tune with the rhythm of the waves.

So, being proactive means being able to anticipate what the future will be, and to react accordingly before it actually happens.

What is it that prevents the reactive swimmer from doing so? It could be lack of information. There are plenty of events in life that we simply cannot predict. It could also be lack of intelligence: some people are better than others at thinking in terms of patterns.

But let’s assume, for the moment, that our two swimmers have both the same levels of information and intelligence. Then, the difference between them would simply be that the

1 To be proactive, what you have to do is ask yourself what is likely to happen, and react to it before it happens.

2 It takes energy to rise above the difficulties of the moment, to see the big picture and to make the changes you need to make.

3 Sometimes, you may not have that energy. At such times, it serves no purpose to berate yourself for being weak. Think of your “reactivity” as a symptom instead of a failure. You need a break. Take it.

proactive swimmer has enough energy to take in the available information and adapt to it. In contrast, the reactive swimmer is exhausted and overwhelmed (“Somebody get me out of here, please!”).

What does this metaphor have to do with understanding how you can be more proactive in your life? Three things: Let’s imagine that our exhausted swimmer finds a raft. From this stable vantage point, wouldn’t he be better able to see the big picture? After some rest, wouldn’t he be better able to deal with the pattern of the waves?

Sometimes, the most proactive thing you can do is take a break. Use this “Time Out” to refocus on what you’re doing and how you’re doing it.

Source: PROACTIVE CHANGE ®: Relational Mindfulness & Proactive Mindset

TOWARDS A HIGH PERFORMING ORGANISATION BY 2017



PEOPLE & LEADERSHIP - THE HEART OF CHANGE JOURNEY

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