



WELWITSCHIA OFFSHORE

FACILITIES MANAGEMENT NAMIBIA

**WORKING
TOGETHER
CREATING A
BETTER FUTURE
FOR ALL**
EMPOWERING
NAMIBIANS THROUGH
MINING, OIL AND GAS
OPPORTUNITIES.



SUPPORTED BY



INDUSTRY LEADING SERVICES FOR YOUR CORPORATION

WELWITSCHIA OFFSHORE AND ASSOCIATED COMPANIES

MARKET SERVICES BRANDS

CATERING

CLEANING

HYGIENE & PEST CONTROL

FACILITIES MANAGEMENT



ASSOCIATE COMPANIES

Catering and Cleaning



Welwitschia Catering and Cleaning Services (Pty) Ltd
- 95/453

- Mining
- Construction
- Industrial

Outsourced Labour



Welwitschia Labour Solutions Namibia (Pty) Ltd
2000/396

- Outsourced Labour
- Artisans, Semi-skilled and General labour.
- Industrial plant cleaning services.

Gardening and Landscaping



Welwitschia Environmental Services Solutions (Pty) Ltd
2009/0385

- Maintenance of Landscapes, Irrigation specialists, Greenfields, Parks, Gardens, Golf courses and Tree belts.

Catering



Catering and Contracts Management (Pty) Ltd
2002/286

- Corporate catering
- Events
- Fine Dining

DISTRIBUTION PARTNERS



FINANCIAL PARTNERS



EMPLOYEE WELLNESS

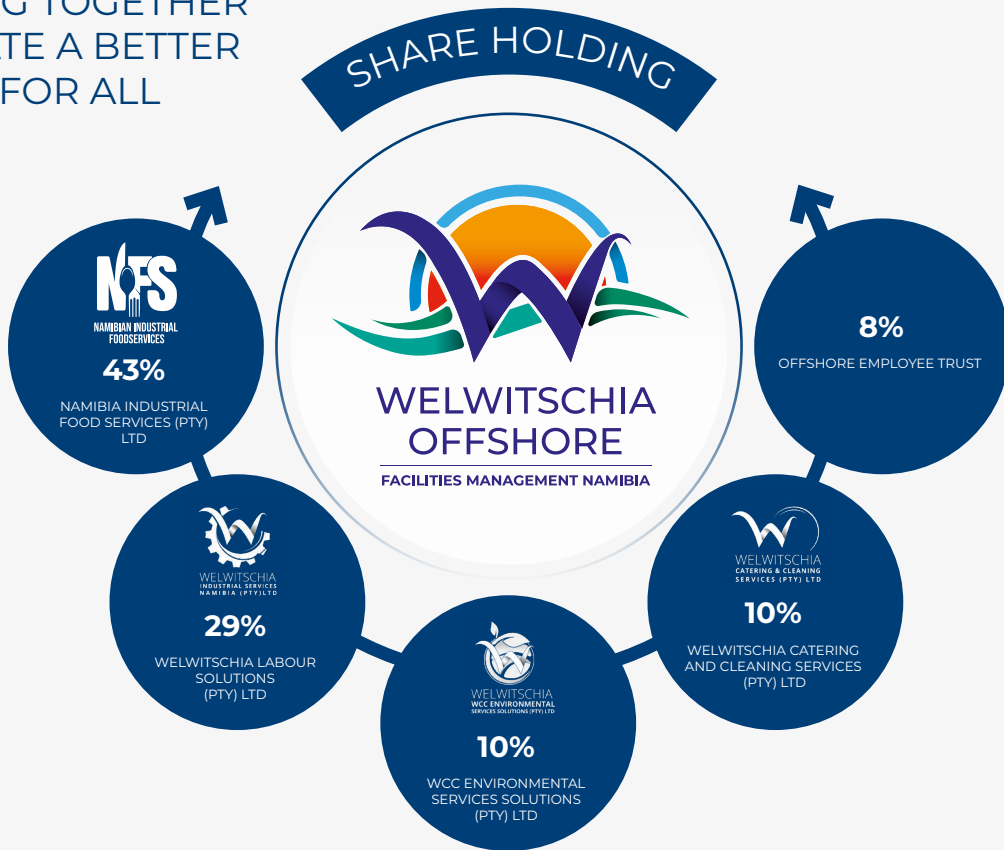


AFFILIATIONS



NPPC COMPLIANT

WORKING TOGETHER
TO CREATE A BETTER
FUTURE FOR ALL



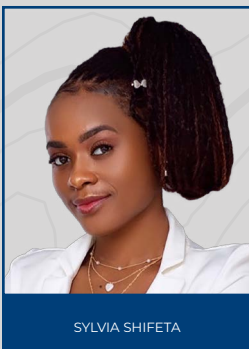
Welwitschia Services Group has the necessary financial backing with a sound financial foundation.

8%
EMPLOYEE TRUST FUND

KPIs

1. Food Quality
2. Contestant Menu Review
3. Quarterly Menu Upgrade
4. HACCP and SHEQ Compliance
5. Marine Training Compliance
6. Land-based Culinary and Industrial Cleaning and Housekeeping Skills Training
7. Soft skills training

EXPERIENCED MANAGEMENT TEAM



24% PDP/BEE



Scalable business plan to meet & exceed client expectations.



Capable of rendering the **full array of services in-house.**

100% Namibian owned, operated, financed, supported and Managed.

Proven Marine Management Experience and Successful Track Record.

Experienced Offshore Management Team

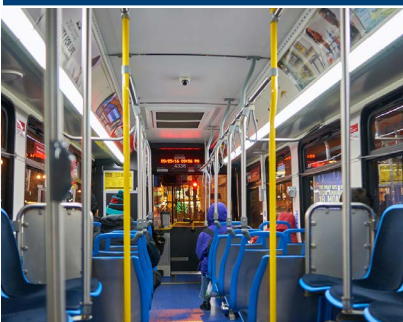


BUSINESS BENEFITS THAT IMPROVE PROFITABILITY AND PRODUCTIVITY

Modular business plan: **Seamless transition,** seamless **service delivery** and **dynamics.**

Collaborative approach to business

Operational track record: verifiable, relevant, comparable scope.



PROUDLY NAMIBIAN BENEFITS BEYOND...

TRAINING AND DEVELOPMENT

Welwitschia Services Group has a designated training and development sub-division under its human resource (HR) department. This subdivision is mandated with the responsibility of imparting knowledge and skills to all our employees through capacity-building platforms such as seminars/ workshops and on-the-job training.

Training is done with the aim of empowering our employees and further developing their skills which helps them to forge a better life even outside their work environment. It is worth mentioning that training is compulsory for all employees, from management to junior staff.

The company has a professionally qualified trainer and when the need arises it also sources external expertise. During the period February 2022 to February 2023 Welwitschia has trained a total of 611 (98%) employees in the following areas:

- Customer service/care
- Company's Code of Conduct
- Understanding Your Business
- Customer Service
- Time Management
- Workplace Communication
- Health & Safety
- Hygiene Application
- Alcohol, Drugs and Substance Use Policy
- Basic Food Safety
- Basic Food Costing
- How To Effectively Work With Your Supervisor
- Leading with Impact
- Lead By Example
- Employee Wellness
- Strategic Synergy
- Food Costing Made Easy
- WCCS code of good conduct
- WCCS social media Policy
- WCCS confidentiality and non-disclosure agreement
- Grievance procedures

All our training is NTA recognized and reclaimable from VET

REQUISITE TRAINING COURSES FOR MARINE QUALIFICATION

DBOSIET with CAEBS

PSI - Pre Sea-Induction

Huet - Helicopter underwater escape training

MFA – Medical First Aid

MFF – Marine Fire Fighting and Prevention

PSC – Proficiency in Survival Craft

CSA – Competency in Security Awareness

Efficient Cook MLC Compliant [20 Days]

PST – Personal Survival Technique



ON-BOARD FOOD WASTE MANAGEMENT

Welwitschia Offshore will take several steps to reduce food waste.

Menu Planning: Proper menu planning can help ensure that the correct amount of food is ordered and prepared. Welwitschia Offshore will plan menus in advance, considering the number of passengers and the length of the voyage, to avoid over-ordering and over-preparing food.

Portion Control: Welwitschia Offshore will implement portion control measures to reduce overproduction that leads to food waste.

Inventory Management: Accurate inventory management will help Welwitschia Offshore avoid over-ordering food items. This involves keeping track of the food items in stock and ordering only what is necessary to avoid spoilage.

Footprint Reduction and Community Empowerment

Carbon Footprint

1. To lessen your carbon impact, use seasonal and locally produced foods
2. To save waste, use serving ware that can be reused or composted.
3. Implement strategies to reduce food waste, including judicious portion control and the donation of excess food to local charities.

Community Empowerment

1. Actively participate in local community engagement in order to gain insight into their preferences and requirements.
2. Facilitate avenues for regional farmers and food manufacturers to contribute ingredients.
3. Offer employment and training opportunities to members of the community, particularly those who are confronted with employment barriers.
4. Contribute to the success of community events and initiatives in the area by providing catering services or offering sponsorships.
5. Foster partnerships with community organizations in order to combat food insecurity and advocate for sustainable food practices.

CREW REMUNERATION AND BEFFETS

- Market-Related Salary
- Sea Allowance
- Statutory Overtime
- Statutory Benefits for Sea-Going Employees
- Meal Allowance
- Staff Transport
- Momentum Pension Fund
- NHP Medical Aid
- Employee Trust Fund
- Maternity and Temporary Disability because of land-based footprint
- Wellness counselling

All employees will be given the first right of refusal

OUR SOLUTIONS

FOR OFFSHORE OIL, GAS AND MINING

Lower Risk

- Ethics and Governance
- Managing Operational Risk
- Thorough on-the-job training
- International SHEQ standards
- Adherence to Offshore Legislations
 - ▶ Marine Environment Standards Compliance
 - ▶ Proven track record (29 years)
 - ▶ Local empowerment and participation
 - ▶ Contribution to local economy at source of product



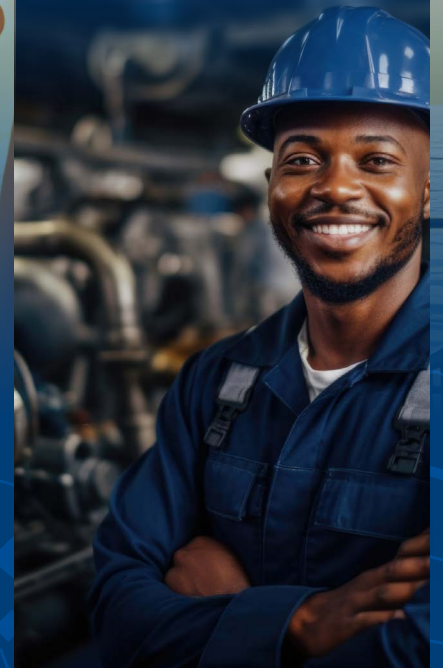
Improved Productivity

- Total Cost transparency
- Client Management Focus on core business
- Industry standard procedures
- Balanced Nutrition for a productive workforce via a professional outsourced organization.



Improved Efficiency

- Via Standard Operating Procedures
- One single supplier for all catering, cleaning, laundry, accommodation needs
- Quick decision-making processes.
- Simple transparent invoicing
- Flexible and Scalable methodology



HEALTH AND SAFETY STANDARDS

ISO 9001:2015

Quality Management System Implementation & Audit

The international standard that specifies requirements for a quality management system (QMS).

ISO 22000

(HACCP) Food Safety Management

Set out the requirements for a food safety management system and can be certified to. It maps out what an organisation need to do to demonstrate its ability to control food safety hazards in order to ensure that food is safe. It acn be used by any organisation regarless of its size or position in the food chain.

ISO 14001:2015

Environmental Management System

Specifies the requirements for an environmental management system that an organisation can use to enhance its environmental performance.

ISO 45001:2018

Occupational Health And Safety (OH&S) Management System

Specifies the requirements for an occupational health and safety (OH&S) management system, and gives guidance for its use, to enable organisations to provide safe and healthy workplace by preventing work-related injury and ill health as well as by proactively improving its OH&S performance.

Welwitschia Services Group supports the Occupational Health and Safety Act. To ensure compliance in our business with this legislation, we engage in continuous training on accident prevention and constantly update our 59 GMPs in accordance with the latest practices in this field. Over and above all this, we have an internal team that audits operational practices on Occupational Health and Safety in order to drive continuous improvement.

RISK MANAGEMENT SYSTEMS

Daily information system that assists in consolidating property values, claims, policy, and exposure information and providing the tracking and management reporting capabilities to enable the user to monitor and control the overall cost of risk management.

GOOD MANUFACTURING PRACTICES

Practices required in order to conform to the guidelines recommended by agencies that control the authorization and licensing of the manufacture and sale of food and beverages, etc.

INTERNAL FOOD QUALITY AND HYGIENE AUDITS

Monthly hygiene inspection focuses on the level of cleanliness and assesses the cross-contamination risk within the food handling and storage areas

HEALTH, SAFETY AND ENNVIRONMENT POLICIES

Our company is committed to ensuring a safe and healthful workplace and protecting the environment. We believe that safety and protecting the environment is good business and that all work-related injuries, illnesses, property losses and adverse environmental impacts are preventable.

QUALITY ASSURANCE SYSTEM

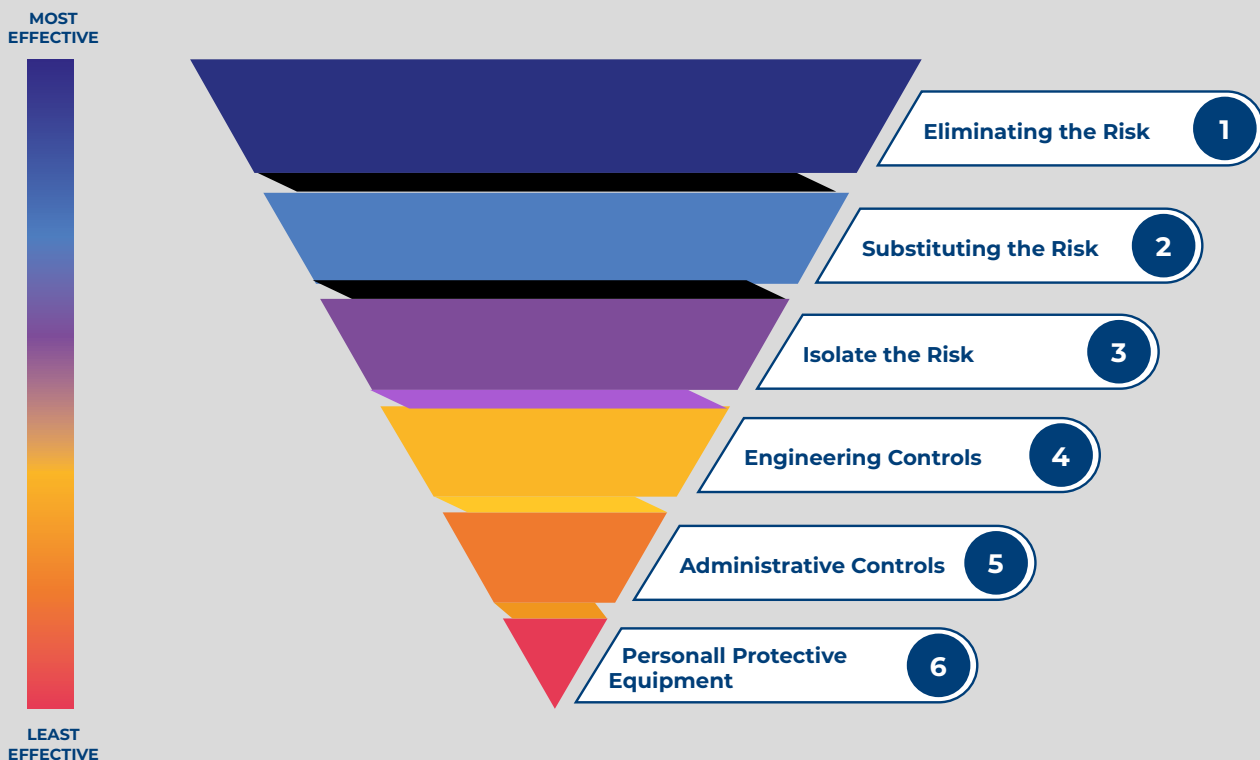
Performed **Daily** to prevent mistakes and defects in manufactured products and avoiding problems when delivering products or services to customers.

STAR GRADING SYSTEM

Performed **Quartely**, the independent quality assessment is completed and approved, which helps our clients know what to expect upfront an establishment.

ILO OSH STANDARDS

Hierarchy of control



Risk Control

Now that you have identified where the hazards are and how serious the risk they pose, you must decide on a plan of action on how you might best eliminate or reduce the risk. The Hierarchy of Hazard Control is a handy way to determine the most effective ways to minimise the risk it poses. This is a widely accepted system promoted by numerous safety organisations and used around the world.

Elimination

This means you physically remove the hazard and is the most effective way of risk control. For example: An employee on a construction site must work on a piece of equipment, increasing his chances of falling; by moving the equipment to the ground, the risk of falling is eliminated.

Substitution

You replace the hazard with something that does not pose a risk or produce a new hazard. For example: Replacing lead-based paint with acrylic paint.

Engineering

This is when you take measures to isolate your employees from hazards via engineering means. It may initially be more costly than other controls lower on the list but will reduce future costs. For example: A construction crew building a platform instead of buying, replacing and maintaining safety harnesses.

Administrative controls

These involve making changes to the way employees do their jobs. These measures limit or prevent exposure to hazards, and basically include all controls that are not of

an engineering nature. For example: Road construction and maintenance done at night, when there are fewer cars on the road.

Personal protective equipment (PPE)

This is when protective clothing and equipment is used to minimise risk to an employee. It's the least effective measure as it can easily be damaged and rendered useless; it can also make it more difficult to complete a task. For example: Safety hats, safety goggles, gloves, surgical masks, high-visibility vests and protective clothing such as fire-resistant overalls.

COMPLIES WITH GLOBAL BUSINESS STANDARDS

SUSTAINABLE DEVELOPMENT GOALS

There are 17 Global Goals and many positive actions you can take. So which ones should you focus on? We've created a quiz to help you decide. Through it you'll discover three Global Goals you feel most aligned with and three things you can start doing today to make a difference.



Third-party audits and supplier audits

We aim for excellence in third-party audits, demonstrating transparency and accountability. We are also committed to enhancing our supplier audit program to ensure high standards of quality, ethics, and compliance, strengthening supplier relationships and mitigating risks.



Screening

Our organization conducts thorough screenings of corporate directors and legal entities, aligning with sanctions list screening protocols and regulatory requirements. We also implement enhanced due diligence protocols, including background checks, ongoing monitoring of sanctions lists, and proactive risk mitigation strategies.

Environmental, human rights, ABAC, OHS, and present-day slavery

Our organisation promotes environmental sustainability, human rights protection, and anti-bribery and corruption compliance. We prioritise employee health and safety, identifying and minimising risks, and encouraging continual improvement. We are committed to eradicating modern slavery by ensuring that no forced labour, human trafficking, or exploitation occurs inside our operations or supply chains. We are actively supporting worldwide efforts to prevent modern slavery.



Transparency and Zero Tolerance; no exceptions

The organization's ethical behaviour is essential for maintaining openness and accountability. It prohibits discrimination and harassment while fostering fair treatment. Compliance is ensured through transparent reporting procedures. Open communication is encouraged, and decisions are made fairly and honestly. Employees receive education and training, and bosses face accountability. Continuous improvement is accomplished by continuously evaluating and refining systems, policies, and practices to promote transparency, accountability, and ethical behaviour.



APPLYING OUR SKILLS AND KNOWLEDGE

Social Responsibility

As a soft services company dedicated to supporting underprivileged communities, we possess an in-depth understanding of the needs within our local communities in Namibia. Our mission is to provide tailored support that yields tangible, positive impacts, fostering meaningful transformation and upliftment.

Transparency is at the core of our operations when it comes to corporate social investment (CSI) expenditures and relevant donations. We pride ourselves on being a reputable provider with a proven track record of success in numerous initiatives across Namibia, where our business operates. This allows us the privilege to give back to the local community and contribute to its betterment.

A **transparent entity** for **CSI spends** and relevant **donations**.



Our role is to nurture opportunity so that social investments make a real impact in transforming previously disadvantaged communities.

Our initiatives include:

- SMME Development and Entrepreneurship Support
- Support Skills Development
- Job Creation through training of culinary skills
- Community Upliftment initiatives

VISION

To pioneer opportunity creation and make a concrete difference within the communities in which we and our clients operate by contributing meaningfully to social and economic development, all with the purpose of growing and bettering communities.

MISSION

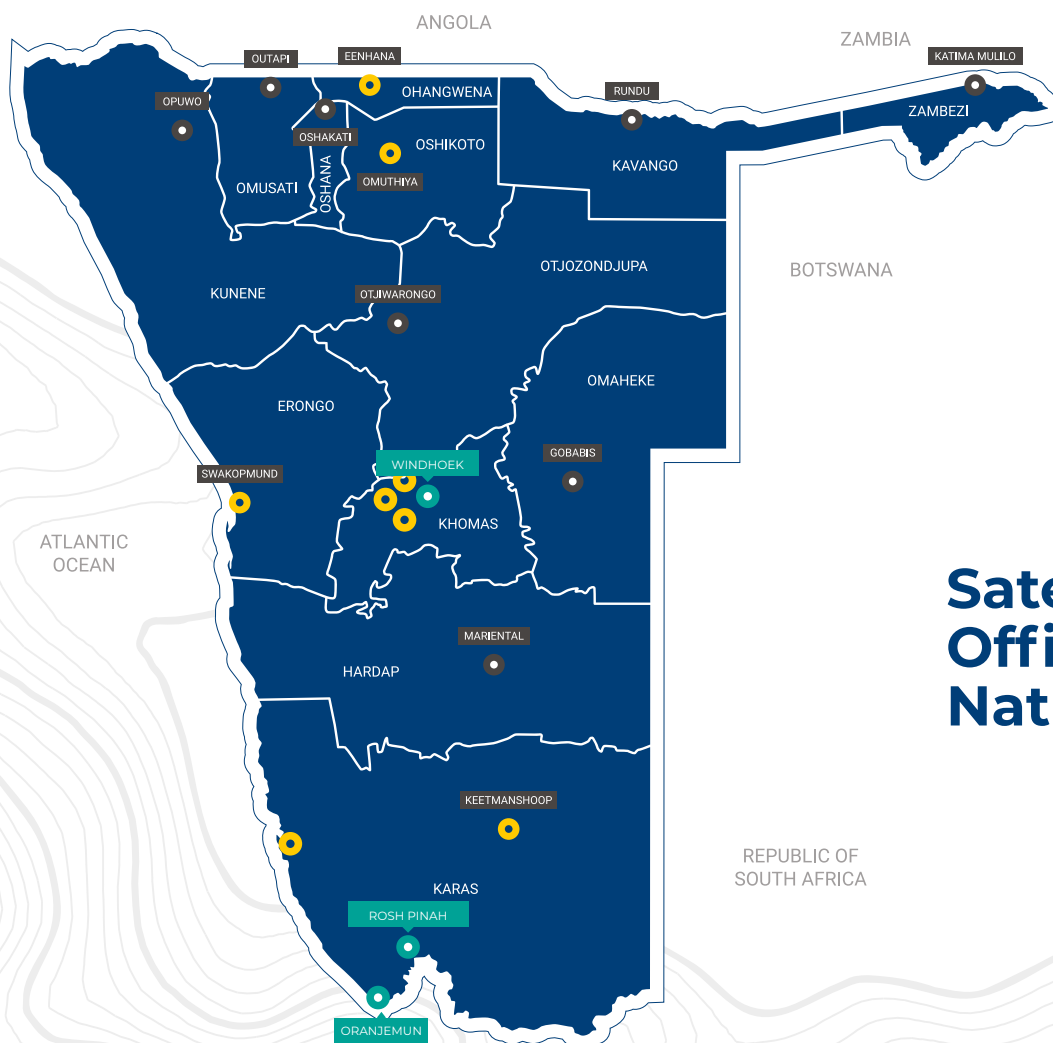
To build the economic capacity of Namibia by supporting locally disadvantaged communities and secondly, to engage and form partnerships with our employees and clients so that the status quo in their communities can change for the better.

INTERNATIONAL SERVICE STANDARDS

Welwitschia Catering and Cleaning Services (Pty) Ltd is a proudly Namibian company, which was registered in 1995. Welwitschia is compliant with empowerment legislation and we are rated an excellent contributor towards BEE empowerment to date.

Welwitschia has a proven track record of more than 29 years in the catering and logistic supply industry. The company has serviced the Namibian clients with the supply, storage and distribution of consumables and perishables throughout Namibia.

FOOTPRINT AND OPERATING EXPERIENCE



**Satellite
Offices
Nationally**

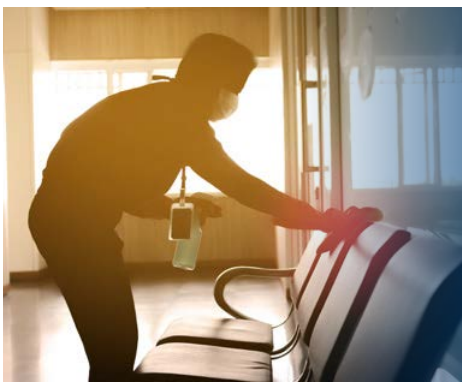
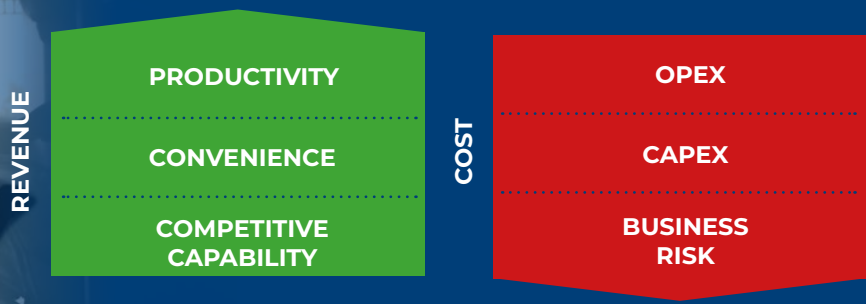
A LOCAL NAMIBIAN COMPANY THAT PROVIDES SUPPORT SERVICES TO THE BEST MULTINATIONAL CORPORATIONS DOING BUSINESS ALONG THE NAMIBIAN COASTLINE.

CONTRACT NON-CORE SERVICES

- CATERING
- CLEANING
- HYGIENE AND PEST
- FACILITIES MANAGEMENT
- LABOUR SOLUTION
- REMOTE CAMPS



MEASURABLE BUSINESS BENEFITS



KEY SECTORS

- OIL AND GAS
- MINING AND RESOURCES
- CORPORATE AND FINANCIAL SERVICES
- MANUFACTURING
- HEALTHCARE
- EDUCATION



AN ETHICAL AND RESPONSIBLE CORPORATE CITIZEN

- MULTINATIONAL CLIENTS
- CORPORATE CITIZENSHIP
- ENVIRONMENTALLY RESPONSIBLE
- ETHICS AND GOVERNANCE
- AN AUTHENTIC AFRICAN COMPANY





**WELWITSCHIA
OFFSHORE**

FACILITIES MANAGEMENT NAMIBIA



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