

## Vessel Management Software Policy

The vessel Management software on board the vessels and in the offices is owned by Overseas Marine Logistics L.L.C. (OML) and is intended for operation use only. All the information contained in the software belong to OML and should not be distributed further.

### Training:

- OML Management & Masters must make sure all ship's officers have been trained and are familiar with the Vessel Management Software.

### As per ISM code requirements, the following shall apply:

- All ship's officers shall use the Vessel Management Software to record the day to day operations, maintenance and requisitions
- All ship's officers shall have an individual account secured by password and shall not share it with any other person or user
- All ship's officers shall be responsible for any data or record that was input via his account.

### Monitoring:

- OML Management & Masters will monitor and follow-up all data input and records made by the ship's officers

### Confidentiality:

- Information in the system shall not be distributed further or published. Other than requested from the Office Head Management.

### Measures to be taken when this Policy is violated:

- All Employees are responsible for reporting every suspected violation of the policy to QHSE Manager / DPA & CSO / HR officer. A serious Violation may lead to compensation claims and dismissal, and if the violation is very serious, the result may be a report to the police and prosecution.

### Anti-Retaliation Policy

- Retaliations against individuals for reporting violations of this policy will not be tolerated. If you believe you are being are retaliated against, immediately report it to QHSE Manager or DPA& CSO.



Naeim Abdel Aziz  
Chief Executive Officer