

PROFILE



*Continually promoting
best practice in the
liquefied gas shipping and
terminal industries*



Society of International Gas Tanker
& Terminal Operators Ltd

What is SIGTTO ?

Public confidence in the safe transportation and handling of liquefied gas is essential for its acceptance and growth as a major component of world energy supplies.

All parties involved in these businesses share a single common interest in ensuring the technical integrity and operational security of the international transportation chain for liquefied gas.



The birth of SIGTTO

Loss of confidence in the industry in one part of the world will undermine confidence elsewhere and threaten the reputation of the industry as a whole. This, SIGTTO actively seeks to avoid. In 1978 a number of prominent companies in the field, recognising this common interest, set out to establish a framework of standards and best practice for the then emerging liquefied natural gas (LNG) businesses.

Realising no established industry body fully encompassed the scope of their shared interests they resolved to create one specifically for that purpose. Hence, the Society of International Gas Tanker and Terminal Operators (SIGTTO) was formed as an international organisation through which all industry participants might share experiences, address common problems and derive agreed criteria for best practices and acceptable standards.



SIGTTO today

SIGTTO was incorporated as a non-profit making company, registered in Bermuda in October 1979. Formed originally with thirteen members, the Society has continued to grow and now has more than one hundred and fifty members. Collectively, SIGTTO's membership represents nearly all the world's LNG businesses and more than half of the global liquefied petroleum gas (LPG) business.

Granted observer status at the International Maritime Organization (IMO) in 1982, the Society is now acknowledged as the authoritative voice of the liquefied gas shipping and terminals industries. This position rests on its reputation for impartiality and integrity in addressing operational and safety matters. The Society remains engaged in its original purpose: to specify and promote high standards and best practices among all industry members throughout the world, and hence to maintain confidence in the safety of the liquefied gas industries and maintain their acceptance, by society at large, as responsible industrial partners.

The Society does not seek to promote the sectional interests of any of its members, nor will it compromise technical standards to secure commercial advantage for any one party.



All activities of the Society are centered on the membership. Members identify the important issues and challenges confronting the industry which the Society should address. The members, collectively, set the work programme for the Secretariat; members form, lead and contribute to the working groups which generate the Society's core output of guidance and recommendations.

The structure of the Society and the activities of its permanent Secretariat are directed at supporting and encouraging the participation and contributions of individual member companies.



The consultation process

Twice a year a members' Panel Meeting is organised, open to every member of the Society and a limited number of guests. Generally organized over a period of two days there is the opportunity for a frank and free exchange of views and opinions on matters of current interest to the industry, plus a series of presentations on topical subjects. They also provide members with the opportunity to share any issues or concerns which they feel warrant investigation or further development. These issues are then sent for consideration by the General Purposes Committee (GPC).

The GPC has up to 35 members, selected to represent a broad cross-section of the overall membership and having a high calibre of expertise on all aspects of liquefied gas shipping and terminal processes. The GPC decides how to best deal with the issues raised by members and will give instructions to the Secretariat accordingly, e.g. to form working and study groups.

The Secretariat provides the support services, direct technical input, consultancy and organisation required to execute specific projects and tasks mandated by the GPC. The Chairman of the GPC and the General Manager of the Secretariat each report to the Board, which comprises of up to twenty members drawn from the member companies.

Following a suggestion by the GPC, Regional Forums were introduced to address local issues and to provide those members, without the resources to travel to distant Panel Meetings, with an opportunity to participate directly in the Society's proceedings.

The first Forum was held in Oslo in 2002 and, following its success, further meetings ensued. Whenever possible, meetings are planned to coincide with other functions, thus ensuring best use is made of time and travel. Currently forums take place regularly in the following regions:

- Pan American
- Scandinavian
- Middle Eastern
- Mediterranean
- Asia Pacific
- Western European

The agenda is proposed by the local members themselves and the SIGTTO Secretariat acts as secretary to the meetings, which generally last a half day. Proposals may be forwarded to the General Purposes Committee for further discussion and action.

MEMBERSHIP is open to companies who own, directly or indirectly, the whole or the majority interest in one or more liquefied gas tankers or liquefied gas marine loading or receiving terminals, or operate such tankers or terminals. The word 'indirectly' includes ownership by a subsidiary in which the Member has a majority interest and includes ownership by an affiliated company where both the Member and the affiliated company are themselves subsidiaries of the same parent.

MEMBERSHIP is also open to companies jointly owning gas tanker(s) or terminal(s) provided that such companies seek membership simultaneously and agree between them how their jointly-owned capacity shall be apportioned for the purpose of dues. **MEMBERSHIP** is also available to a Partnership or Consortium of Owners.

ASSOCIATE MEMBERSHIP, with all the benefits of **MEMBERSHIP** except voting rights at the Members' Annual General Meeting, is available to companies who have entered into a contract for the construction of a gas tanker or terminal or who, in the opinion of the Board, have a genuine intention of doing so. It is also open to organisations such as Classification Societies and port and harbour authorities who have liquefied gas terminals within their jurisdiction. For operating companies, such membership is conditional upon the applicant undertaking to become a full shareholding Member and pay the relevant dues upon the completion of the tanker or terminal contracted for.

*The Board is empowered to admit to **MEMBERSHIP** or **ASSOCIATE MEMBERSHIP** those not eligible under these criteria if, in the opinion of the Board, their admission would be wholly within the spirit and the purpose of the Society and in the interest of its Members.*

Members are encouraged to participate at the Panel Meetings and Regional Forums, where they may present views formally within the structured sessions or informally through open discussion with other members.

Following these sessions specific issues are further developed under the direction of the General Purposes Committee.



Boston panel meeting attendees April 2009

Key to promoting best practice in the liquefied gas shipping and terminal industries are SIGTTO's Panel Meetings.

Open to all Members, prospective members and guests, the Panel Meetings provide opportunities for people to meet, freely exchange views, discuss problems and find solutions. Panel sessions also incorporate formal presentations and copies of the proceedings are supplied free of charge to Members. A feature of the Panel Meetings is the opportunity for ship and terminal operators to meet and discuss and resolve issues at the ship/terminal interface.

The Panel generally meets twice yearly at alternate Eastern and Western Hemisphere locations. Visits to local facilities or installations of interest to Members usually are arranged.

Operating structure

General Purposes Committee (GPC)

As the Society's central technical body, the GPC reports directly to the Board. It comprises senior operational executives of member companies selected to provide balanced representation of LNG and LPG tanker and terminal experience. The Committee's main tasks are the initiation and supervision of project activities and the development of submissions to regulatory bodies.

Regional Forums

Each meets once or twice per year to discuss local issues which may be submitted to the GPC.

Working Groups

These are established by the GPC as the need arises for the development of specific projects of a detailed nature.

Corporate structure

The Society is incorporated as a Company under the laws of Bermuda.

An Annual General Meeting (AGM) of Members is held each year. The AGM approves the report and accounts for the previous year, elects the Board of Directors for the coming year, approves the Budget and the Schedule of Dues and gives guidance to the Board for the further conduct of the Society.

The Company Secretary is based at the Society's registered office in Bermuda and is responsible for the conduct of the Society's affairs as a Bermuda Exempted Company.

A wealth of knowledge

For more than thirty years, the Society has produced a steady flow of information, recommendations and guidelines for industry members. This represents SIGTTO's accumulated intellectual property, much of which has been adopted by regulatory authorities for the governance of gas shipping and terminal activities. It represents a body of reference work universally acknowledged as de facto standards within the liquefied gas transportation industries.

SIGTTO is continually adding to, consolidating and updating its intellectual property.

Application for Membership

- Any Company wishing to join the Society should make written application to the Secretary at the Registered Office in Bermuda with a copy to the General Manager at the London Liaison Office. Application forms are available on the SIGTTO website or by request.
- In their application for membership, owners should state whether ownership is direct or indirect. In the case of an operator, the name of the owner of the tanker(s) or terminal(s) should be provided on the application form.
- The application for a full member should be accompanied by:
 - A) A statement declaring (in cubic metres) the total 100% full cargo tank capacity of the gas tanker(s) and/or the 100% full storage capacity of the gas terminal(s).
 - B) The applicant's most recent annual report with audited accounts. However, if an applicant is an affiliate of a larger group, then the annual report of the parent company will normally suffice. This is a requirement of the Bermudan Government.
- If the applicant is a private company with no published accounts, then a banker's reference testifying to the company's integrity and financial standing will suffice.
- If the applicant is a Bermudan company whose ownership is already known to the Bermudan Government, then the bank reference will not be necessary.
- A full Member joining the Society is required to purchase 300 US Dollar company shares at par value. An Associate Member does not purchase shares until, on completion of the contracted tanker or terminal, the company becomes a Full Member.
- Member's annual dues comprise a basic minimum plus a call, related to the Member's Assessed Capacity.
- An Associate Member pays only the basic minimum annual dues until such time as the company becomes a full Member. The dues are determined annually at the Annual General Meeting of Members.
- Capacity which is unused or laid up for the whole year is charged at a reduced rate.

SIGTTO in summary

For more than 30 years SIGTTO has been continually promoting best practice in the liquefied gas shipping and terminal industries. Furthermore, it has compiled a body of reference material which is now universally acknowledged as the benchmark for quality within the liquefied gas transportation industries. Members benefit from the Society's knowledge and experience through a range of products and services including:



Publications

One of the Society's primary aims is to provide the Membership with relevant and up-to-date information on operational health and safety issues specific to the liquefied gas shipping and terminal industry. This is achieved by the production of reports and guidelines.

Workshops and seminars

To assist with specific areas of interest, members meet under the auspices of the various working groups and study groups to discuss matters of topical importance. In addition to the Society's members, attendees may include representation from governments, non-government organisations and other industry associations.

Support and advice

The Secretariat corresponds with members to provide answers to numerous enquiries each year on a wide range of technical, operational and regulatory matters.

Access to data

Members have access to information, not available in the public domain, which is relevant to the management of risks in their business. The Society's technical advisors will directly answer requests for information, or put members in touch with alternative sources. The Society's comprehensive technical library is available to members.

Representation

The Secretariat has NGO status at IMO and maintains consultative relationships with other industry bodies. The Society is recognised by the European Commission as the authoritative voice of gas shipping. The Society will, from time to time, directly represent the interests of particular members to individual governments or regulatory authorities.

SIGTTO

Society of International Gas Tanker
& Terminal Operators Ltd

London Liaison Office, 17 St Helen's Place,
London EC3A 6DG, United Kingdom

Tel: +44 (0)207 628 1124
Fax: +44 (0)207 628 3163

E-mail: secretariat@sigtto.org
Website: www.sigtto.org