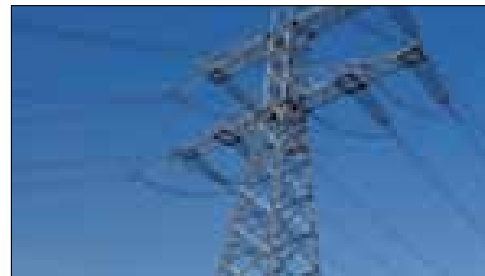
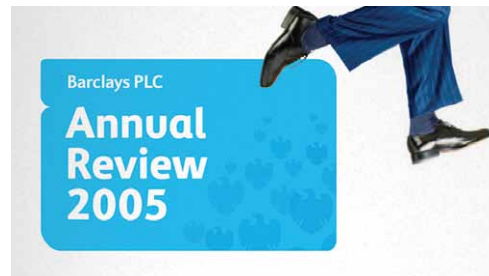


Neil Littman

Corporate reporting portfolio:07_14



Client list

AEGON
Ansaldo
Barclays
BP
Deloitte
Diabos
Excel
Fidessa
Galliford Try
Jumeirah
Rightmove
Severstal
William Hill

Neil Littman

Corporate reporting portfolio:07_2014

I am a graphic designer with over 20 years experience specialising in corporate reporting and other areas of design.

My main experience has been in design for print including annual reports, corporate identity and employee communications. Have also worked on many interactive projects related to the above.

In addition, I have worked in print production and client liaison on several projects both in the UK and internationally, project management, directing corporate videos, writing and designing several corporate identity guidelines, commissioning photography and illustration and art directing photography in the UK and around the world.

This PDF shows a selection of the Annual Reports and corporate reporting work I have designed for clients in the past three years.

My work can also be seen at www.neillittman.com

Specialist areas:

Brand identity

Print design

Corporate reporting

CR and sustainability reporting

Artwork and typesetting

Print production

Digital design

Annual review 2004

28 pages in 6 language versions

Other AEGON projects:

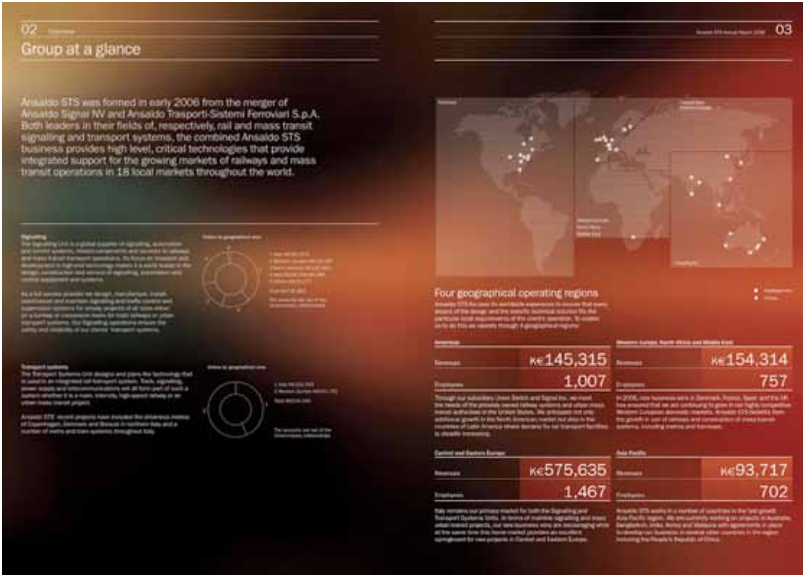
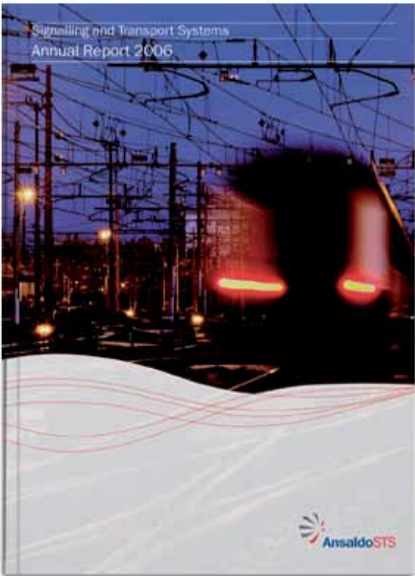
Annual Reports and Annual Reviews
2001-2005

Historical Data 2001-2005

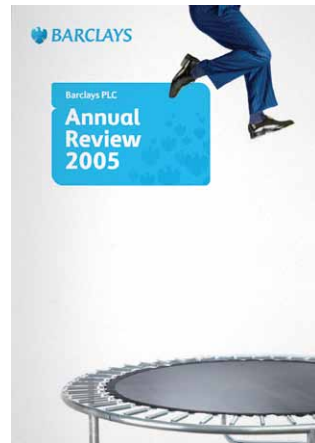
Annual Report website 2000-2002



Annual Report 2006
Annual Report for Italian signalling
and transport system group
Produced in two languages



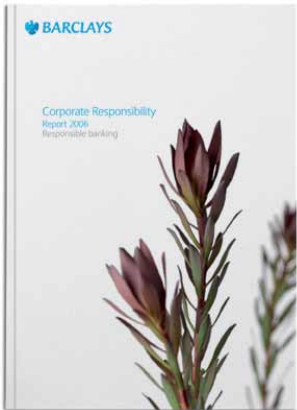
Annual Report Annual Review and Notice of Meeting 2005



Corporate Responsibility Reports

2006

A4 60pp

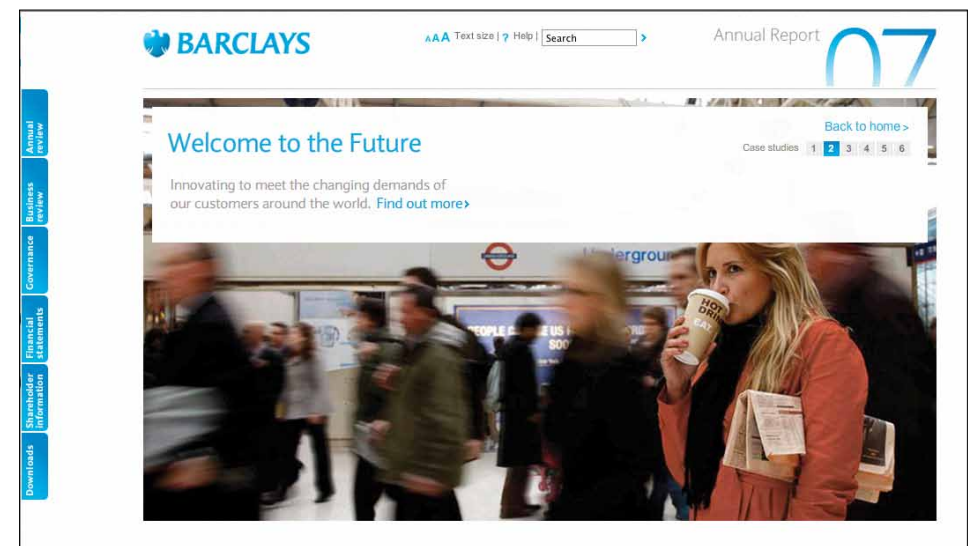
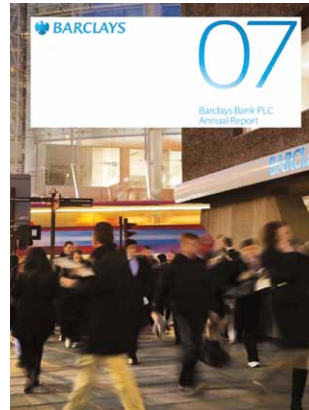


2007

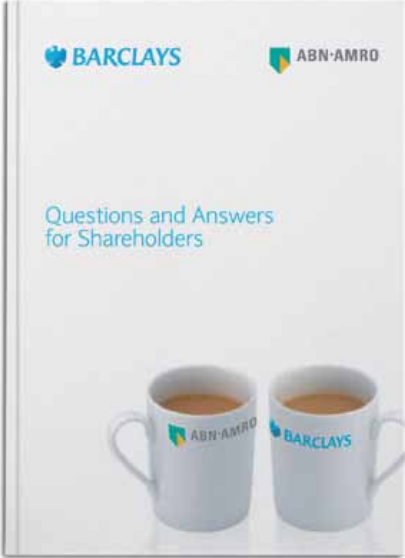
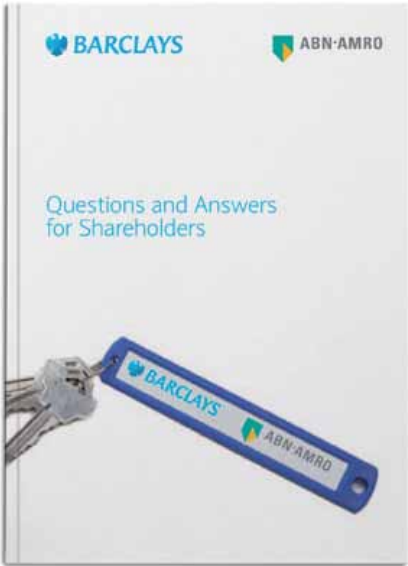
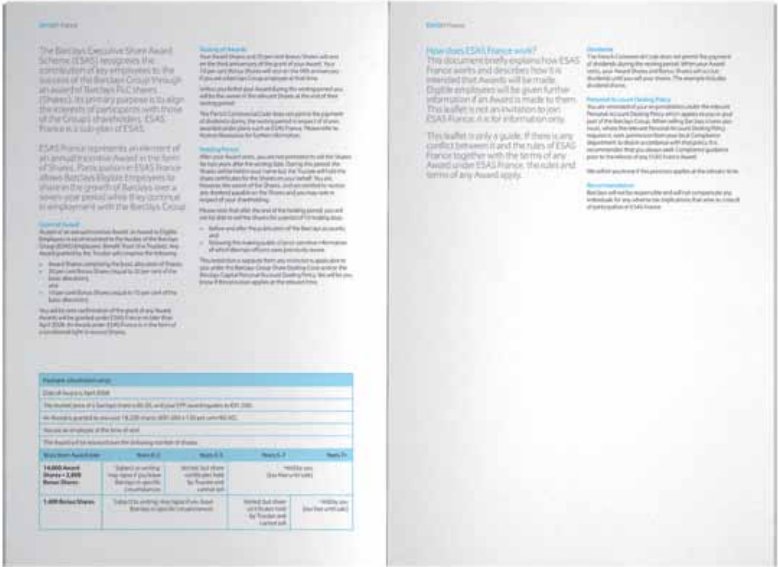
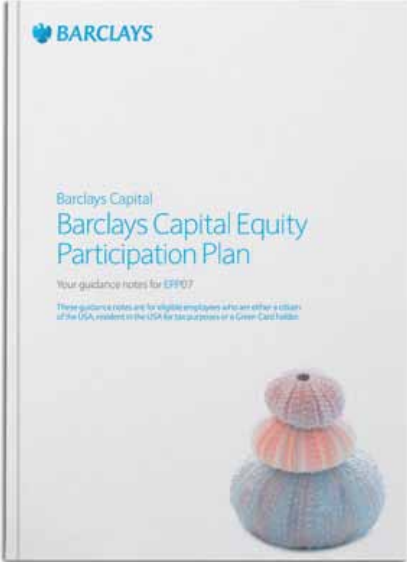
16pp short form size 155 x 220 mm



Corporate reporting 2005-2007
Design of Annual Reports
Sourcing images for ARwebsite,
and directing two corporate videos.



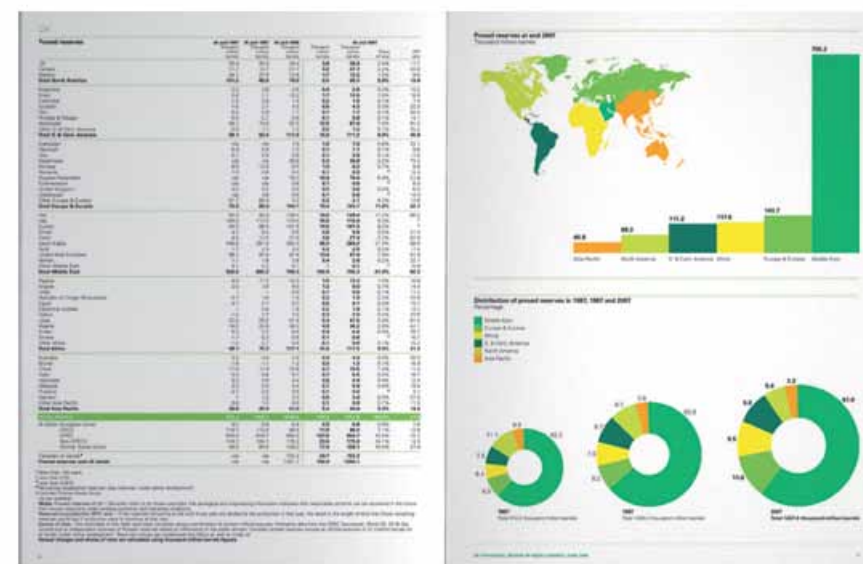
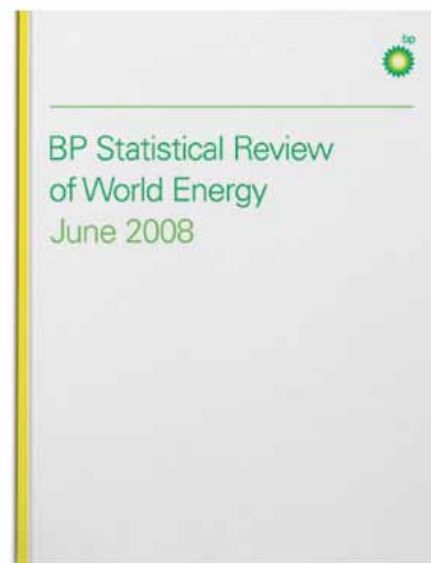
Employee and shareholder communications



Corporate reporting Statistical Review of World Energy June 2008

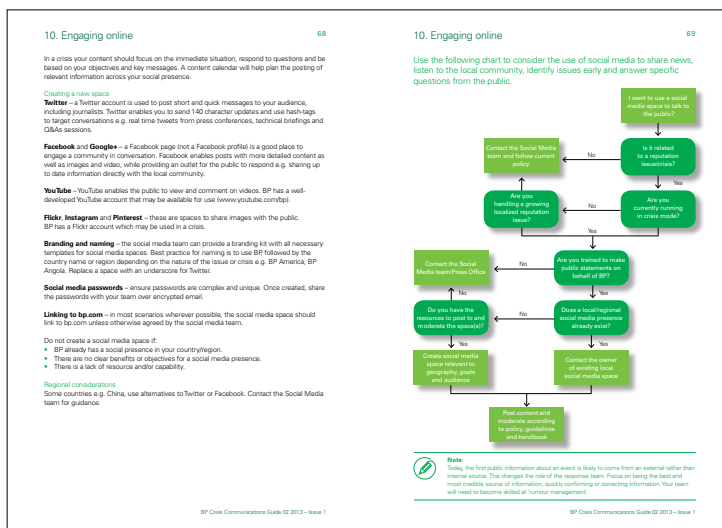
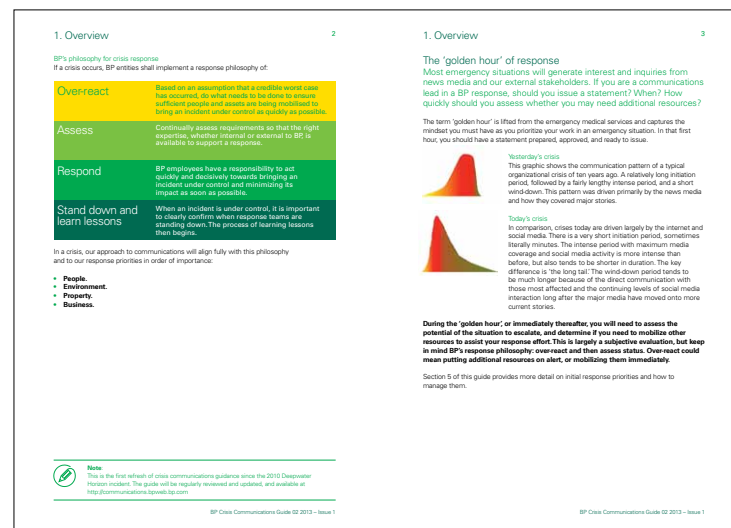
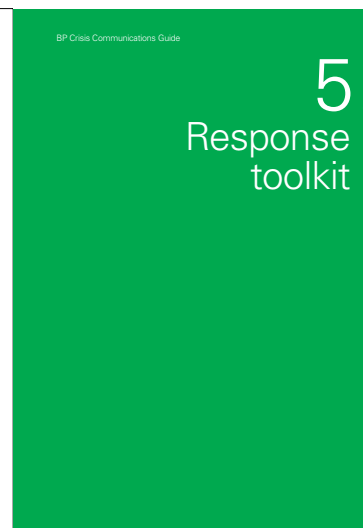
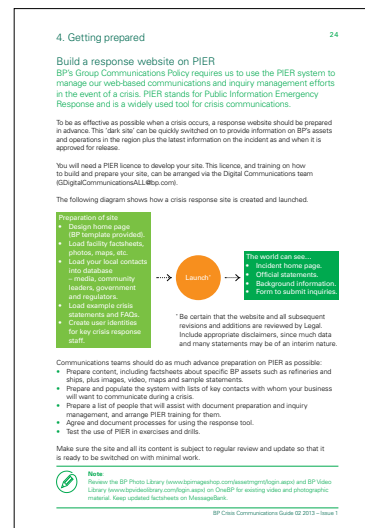
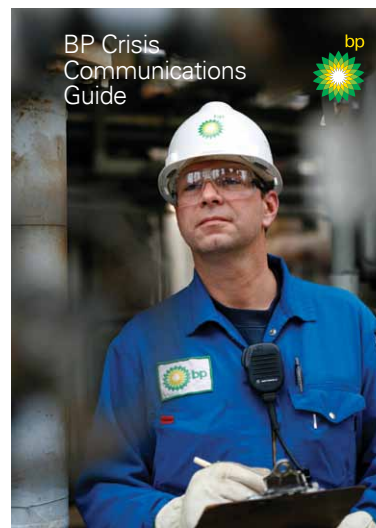
48 pages 215 x 297 mm
Also online and accessible pdf's
Produced in three languages.

In addition I have also worked on
numerous publications for BP corporate
reporting from 1996-2001.

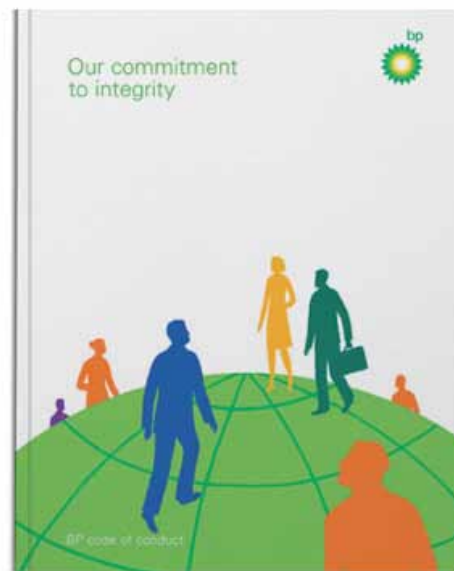


Crisis Communications Guide

100 pages A5
Bound in tabbed folder and online



Code of Conduct
Published in 16 languages
and distributed to over
100,000 employees.





Disbursement account processing
Brochure for DIABOS, who are based in India, to explain a new system costs and procedure involved with freight shipping arriving at ports.

Themed around satellite and
aerial photography of ports.

12 pp four colour



DIABOS
A J.M. BAY ENTERPRISE



**Disbursement
account
processing:
a fresh new
approach**



Making Disbursement Account processing work harder for your organisation

In a typical shipping organisation, the Disbursement Account (DA) process is a paper-based, manual operation which takes up a great deal of time, manpower and energy.

Often staff don't have time to fully check and validate Proforma Disbursement Accounts (PDAs) and Final Disbursement Accounts (FDAs), yet more effective controls and checks on your DAs can save your organisation significant sums of money and boost your bottom line.

Now there's a better way of working. A way to make the DA process simpler and more cost-effective. One that can help you save time, cut costs and generate increased operational efficiencies for your business.

It's called **DIABOS**.

Contents

- 1 Making Disbursement Account processing work harder for your organisation
- 2 DIABOS A more effective way of handling your DA processing
- 4 What benefits can DIABOS deliver to your organisation?
- 6 DIABOS in action
- 8 How much you could save
- 10 DIABOS added value benefits
- 12 Benefitting from the experience



DIABOS
Disbursement account processing 1

DIABOS in action

Putting DIABOS to work for your organisation

Sign up to the DIABOS service – initially on a FREE* no obligations trial – and you get access to the DIABOS service on-line at www.diabos.biz

Step 1

Setting up your account details, and you'll be ready to upload your organisation case details to a profile submitted by us to your account. This sets up your full, initial report, lists and confirms we have access to your account and control details for your coordinated effort responsibilities for the FCA process. At the same time, you'll start a link log for your organisation as the first person to your communications and on-line documentation.

Step 2

Training and supporting your staff. Once we've set up your details, our dedicated DIABOS team leader will set up your account, and will be able to help you with any questions. We'll also ensure the smooth implementation of the system, using any necessary personal training and our specialist processing team guides.

Your staff needs ongoing help and advice, so we also have a DIABOS helpline, available 24/7, where staff can report any issues, and we'll have a team of experts to help you with any problems. It'll be one of our 24/7 lines to you.

Step 3

Creating a port call. When you need to create a port call, you enter the details on the DIABOS system to allow you to step through it, either for a standard port call or a more specific task. If you have the standard port call, you'll have a 'single click' button – and that's all you have to do to start the port call.

Step 4

Obtaining the FCA. Once your specific request to the FCA is made, your own dedicated DIABOS team will step the operations professional – one of a single team from based in Pune, India – takes over, taking all the port call details, checking details and costs against other related work in the database and ensuring that the costs are in line with our related industry and port calls.

Port calls are seen that an independent team to now checking and monitoring individual cost items on the DA, allowing you to see against the costs and ensure that the costs are in line with the budgeting of the DA.

When we've seen that the FCA is checked and accepted, we then pass your operator that the DA is done and waiting approval.

Step 5

Approving the FCA. Once your specific request to the FCA is made and your account is approved, the operations professional – one of a single team from based in Pune, India – takes over, taking all the port call details, checking details and costs against other related work in the database and ensuring that the costs are in line with our related industry and port calls.

Step 6

Handling the FCA. At the end of the port call, the port agent sends all the documentation to DIABOS, including statements of work (SOW).

We usually check it to ensure that all the details are correct – including port calls and the agent's cost – and that there are no issues in the related images. Once that's done, we'll send the details to you to be approved and closed.

Step 7

Handling DA and DAAs. If the agent sends DIABOS the agent sends the training and any other detail, including the agent's cost – and that there are no issues in the related images. Once that's done, we'll send the details to you to be approved and closed.

DIABOS
Document Automation account processing 67



What benefits can DIABOS handle your DA deliver to your organisation?

Let DIABOS handle your DA processing and you benefit from:

- **substantial cost savings**
100% detailed checking of every costtag down on overpaid advances and twice on F&As to ensure you pay the correct price, so saving you money.
- **improved cash flow**
Cash flow information ensures that your accounting team has constant access to updated agent account information and can ensure timely payments and recoveries so that DAs can be closed on time. Pending balances are reduced, further improving your cash flow.
- **improved operational efficiency**
DIABOS ties up and releases staff for more important and productive functions within the organisation and automates key DA handling processes. DIABOS also ensures that all your agent transactions, agreements and policies are fully implemented and up to date.
- **improved financial controls**
DIABOS delivers a full audit and reconciliation process for the entire DA procedure and presents DAs that are compatible with your accounting processes.
- **more informed decision-making**
Because all DA information is held on-line, structured management reports can be obtained simply and quickly for cost analysis, negotiations and better decision making.



DIABOS
also delivers these
added value benefits:

User-friendly and time-saving

The DIABOS online system has been specifically designed to be simple and quick to use. It's easy to operate with your agents and operators supported and prompted when required to ensure a smooth workflow.

Easily integrated with your current systems

We use industry standardised architecture for both web and databases. The web element is a .NET based application, linking to an Oracle database - so it can be easily integrated with your organisation's operations and accounting software. It can also be customised to your system needs through our own in-house development and software support team.

Easy to follow audit trail

A single screen shows the entire DAH audit trail, including links to uploaded coachloadable and any other pertinent documents.

Reliability built in

For continuity of processing, our servers are duplicated, with 24-hour off-site back-up providing a high level of disaster recovery, ensuring continuity.

Totally secure

The database is protected by state of the art firewalls, anti-virus protection and is governed by globally accepted password management rules.

High quality reassurance

Our system is approved to ISO 9001:2008 quality management audit and certification by Det Norske Veritas.

Dedicated professional team

All our clients have access to our experienced operations personnel, with a dedicated team leader who, with their shipping background, will be responsible for prime liaison with your operations staff. Our senior management team constantly monitors the processes to ensure the highest standard of service and quality control.

DIABOS
Disbursement account processing 1911

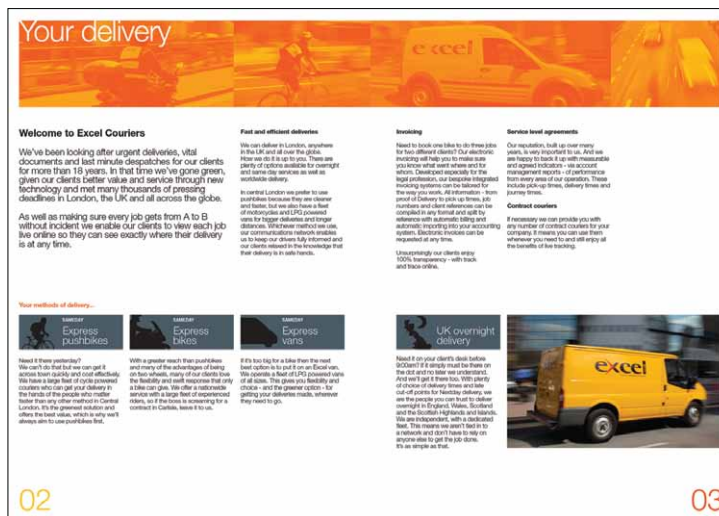
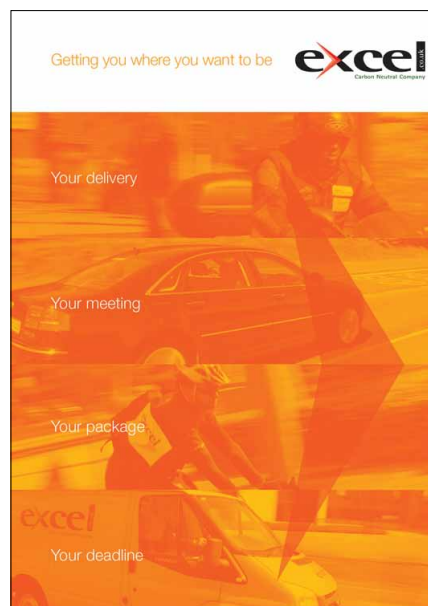
Excel

Brochure

The concept is developed around the theme of 'Your'

Excel is a logistics company based in heart of Canary Wharf. Using the new brand identity and visually linked to the new website. Image style based on the theme of movement.

Photography by Jonathan Lucas

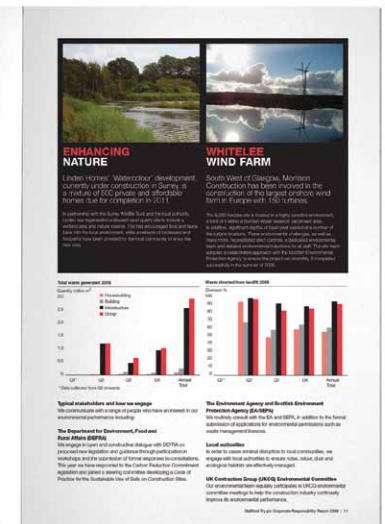


Annual Report

Design and typesetting of annual report for FTSE service solutions company.

I have worked on this report and the interim report for the past 3 years.

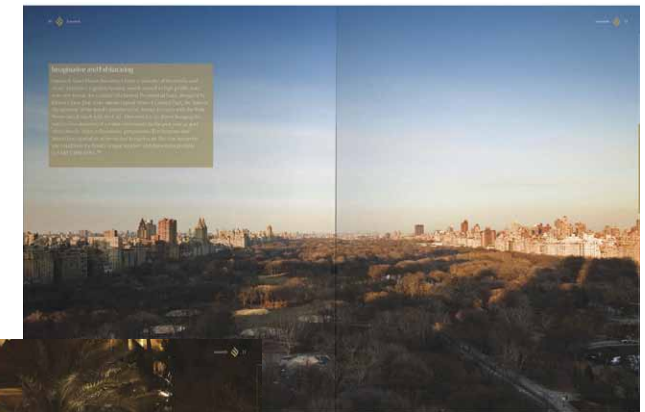
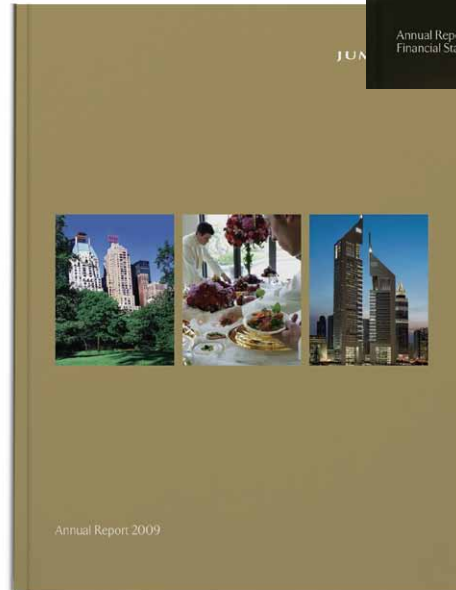




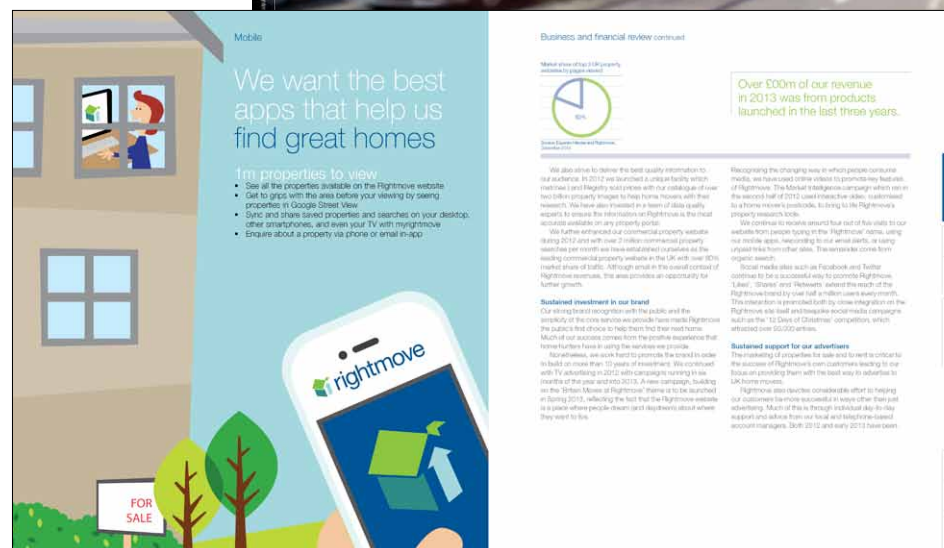
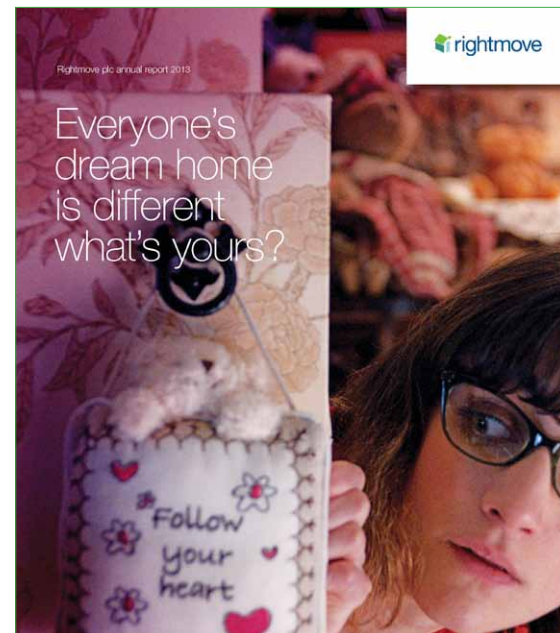
Annual Report 2009
For privately listed hotel chain
based in Dubai.

88 pages printed digitally 4
colour. Covers printed litho with
foil blocking.

Two versions produced for public and private shareholders.



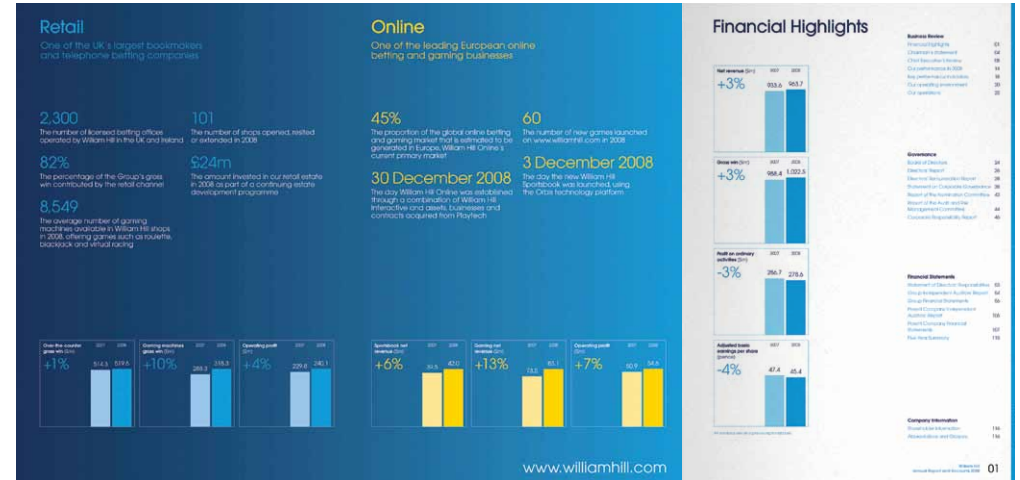
Annual Report 2013 Concepts for The Team



Annual Report 2007
Russian steel company
quoted on FDR market.



Annual Report 2008
Pitch won in October 2008
Produced at Wardour



Contact details

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London
N21 1BN

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0778 557 1185

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www.neillittman.com