

SAFETY MEMO

To : Safety Department
Date : 29th August 2024
Reference : GAM-SMS/COM/24/019-M
Subject : Awareness of Stray Dogs at GAM OC Office

Due to the recent presence of stray dogs near the front of the GAM OC office area, this memo serves as a safety reminder to all employees. The following precautions are advised to ensure safety and avoid attracting these animals:

1. **Refrain from Giving Food or Water:** Avoid feeding the stray dogs to prevent encouraging their return and prolonged presence near the office entrance. If there is a desire to provide food, kindly place it further away from the office premises.
2. **Do Not Approach the Stray Dogs:** Maintain a safe distance, as unfamiliar animals may behave unpredictably. Do not attempt to capture, harm, or provoke the stray dogs.
3. **Stay Alert When Entering or Exiting:** Be cautious, particularly in areas where the stray dogs are commonly seen.
4. **Report Any Incidents:** If any aggressive behaviour or other safety concerns arise, report them to the safety department immediately.

The Safety Department has reported the issue to Majlis Bandaraya Shah Alam, and is currently awaiting further action from their side. Cooperation from all employees is requested to ensure a safe and secure working environment.



Wan Izahan Zameree Ishak
Safety Manager

C.C – Managing Director
Executive Director/ HRA
Manager Chief Operation Office