

# SAFETY MEMO

To : All Employees

**Date** : 9<sup>th</sup> February 2024

**Reference**: GAM-SMS/COM/24/004-M

**Subject** : Health Concerns

- 1. Considering the recent health concerns regarding our staff, it is vital that we prioritize the well-being of all staff and family members. The adverse effects of smoking highlight the importance of raising awareness and fostering a healthy environment within our workplace.
- 2. In promoting smoking awareness, it is essential to stay informed about the latest developments and announcements regarding quit smoking resources. The information outlined (Appendix A, Appendix B, and Appendix C) is attached for your reference.

Thank you.

Wan Izahan Zameree Ishak

Safety Manager

C.C – Managing Director

Executive Director/ HRA Manager

**Chief Operation Officer** 

#### **APPENDICES:**

### APPENDIX A



### APPENDIX B



## APPENDIX C

