

AMO MEMO

REF NO. : GAM/AMO/24/11.
TO : All AMO Personnel.
FROM : Engineering Manager.
DATE : 24th May 2024
RE : Announcement of appointment of Tool Store, GSE and POL Controller for PGU Operations.

Dear All,

I am pleased to announce the appointment of **Muhammad Izzan bin Mohd Noh (SL1M247)** as the Tool Store, GSE and POL Controller for PGU operations, effective 1st June 2024.

In this new role, he will be responsible for managing the Tool Store, GSE operations and overseeing all POL (Petroleum, Oils, and Lubricants) activities. He will ensure the efficient and effective supply of all necessary materials and resources to support PGU operations.

Specifically, his responsibilities will include:

- **Inventory Management:** Maintaining accurate records of all Tool Store, GSE and POL inventory and Book-IN/Book-OUT activities.
- **POL Management:** Overseeing the procurement, storage, and distribution of all POL supplies in compliance with safety regulations and company policies.
- **Quality Control:** Ensuring all products and supplies meet quality standards and are properly labelled and stored.
- **Reporting:** Preparing and submitting regular reports on inventory levels, usage, and any discrepancies.
- **Team Coordination:** Collaborating with EIC to meet their Tools, GSE and POL needs efficiently.
- **Compliance:** Ensuring all operations comply with relevant safety, environmental, and regulatory standards.

He has demonstrated exceptional organizational skills, attention to detail, and a strong commitment to excellence. We are confident that he will contribute significantly to the success of PGU operations.

To ensure a smooth transition and continued operational efficiency, kindly request that all AMO personnel provide their full cooperation and support to him. Your assistance in facilitating this transition will be greatly appreciated.

Congratulations once again to Mr. Muhammad Izzan bin Mohd Noh on his appointment. Let us all rally behind him as we continue our journey towards excellence.

Thank you.

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