

SAFETY MEMO

To : All Employees
Date : 28 December 2018
Reference : GAM-S/ME/26/DEC18
Subject : **Smoking Prohibition at MMEA Facilities.**

1. With respond with *MMEA* notification memo ref. no *APMM.SUMS.200-6(49)* regarding prohibition of smoking in *MMEA* premises involving all covered area, with includes office facilities, hangar, cafeteria and air-conditioned rated areas.
2. This memo was published with in compliance of government smoking policy and in conjunction with gazetted regulation by *Ministry of Health Malaysia* for prohibition of smoking areas under *Act 11(1) Para 8, Control of Tobacco Product Regulation 2004*.
3. Referring to the instructions issued, whosoever is found smoking in a non-smoking area, if convicted of offenses can be fined not exceeding *RM10,000 or imprisonment* for a term not exceeding 2 years or both. Company and management are not responsible for the offenses committed by the defaulting staffs.
4. All galaxy's employees, trainees and contractors that working or dealing at *MMEA* area or premises are subject to comply with this instruction in *immediate effect*.
5. In the same regard, seeking all departmental head to disseminate this information to their subordinates and to paste this memo onto your respective safety notice board.

Thank you.



Mohammad Nizam Jaafar
Safety Manager

C.C – Managing Director
Chief Technical Operating Officer
Quality Assurance Manager