

HR DIRECTIVE**2023-014**

To : **ALL EMPLOYEES**
From : Executive Director
CC : Dato' MD, Head of Departments
Date : 25-10-2023

POLICY REGARDING EXTERNAL COURSE SPONSORSHIP FOR AIRCRAFT TYPE TRAINING

Effective immediately, GAM is implementing a policy that prohibits employees from seeking external sponsorship for Aircraft Type Training, except in cases where such sponsorship has been approved by the company.

Seeking external sponsors for Aircraft Type Training can create potential conflicts of interest such as manpower planning and tasking priority. GAM has a structured plan and various opportunities available within the company for such training.

If you have any questions or require clarification on this policy, please reach out to the HR department for confirmation.

Thank you for your understanding and cooperating in this matter.

For and on behalf of
GALAXY AEROSPACE (M) SDN. BHD.

DATIN ZULHANI BT ALIAS
EXECUTIVE DIRECTOR

