

## SAFETY MEMO

**To** : All Employees at GAM-MIAT.  
**Date** : 30<sup>th</sup> May 2019  
**Reference** : GAM-S/ME/31/MAY19  
**Subject** : Operation during Aidil Fitri Holiday at MIAT Subang Facility

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1. During Safety Committee Coordination Meeting between MIAT and all tenants on 29<sup>th</sup> May 2019, MIAT Security and Administrative department has outlined the guidelines on *operational during Hari Raya Aidilfitri 2019*.
2. MIAT facility will be *closed* for three days from *5<sup>th</sup> to 7<sup>th</sup> June 2019* due to the coming festive season. Therefore, to ensure the safety of tenants' operation, you are required to register your names at the guard house upon entering the facility despite having the access pass, your cooperation is much appreciated.
3. For unexpected visitors or admissions during the closure period and the following weekends (8<sup>th</sup> and 9<sup>th</sup> June), kindly inform Safety Department for authorization process.
4. In relation to the above, the centralized air conditioning units will be turned off throughout the closure period to ensure efficient energy consumption.
5. In the same regard, seeking all departmental head to disseminate this information to their subordinates and to paste this memo onto your respective notice board.

Thank you,



Mohammad Nizam Jaafar  
**Safety Manager**

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