

## SAFETY MEMO

**To** : All Employees  
**Date** : 11<sup>th</sup> May 2020  
**Reference** : GAM-S/ME/47/MAY20  
**Subject** : *EXTENSION OF CONDITIONAL MOVEMENT CONTROL ORDER (MCO) PERIOD*

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1. As declared by government of Malaysia by the Prime Minister, the *Extension of Conditional Movement Control Order (CMCO) or PKPB*. Galaxy Aerospace (M) Sdn. Bhd. will continue their effort to control the spread of *COVID-19* within the organization and considering all safety measures in its operations.
2. The extension of Restriction of Conditional Movement Control Order (CMCO) was announced by the Government of Malaysia on the *10<sup>th</sup> May 2020* and will continues to be enforced on *13<sup>th</sup> May 2020 to 9<sup>th</sup> June 2020* with immediate effect.
3. However, Galaxy top priority is to ensure that our organization remains a capable and effective in assuring the well-being of staff and client's operations requirements. We will remains operate during the *CMCO* period as *Essential Service* as per specified under *Section 2 (First Schedule), Act 117, Industrial Relation Act 1967*.
4. We will continue our operation with in compliance by referring to all *Standard Operating Procedure (SOP) established by National Security Council (MKN) and Ministry of Health (MOH)* Malaysia as guidance for a safe operations.
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.

**#KitaJagaKita #KitaMestiMenang**

Thank you,



Mohammad Nizam Jaafar  
**Safety Manager**

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