

SAFETY MEMO

To : All Employees
Date : 27th October 2020
Reference : GAM-S/ME/56/OCT20
Subject : **EXTENSION OF CONDITIONAL MOVEMENT CONTROL ORDER (CMCO)** Kuala Lumpur, Selangor, Putrajaya & Sabah

1. With respond to directive by Malaysian Government of **Conditional Movement Control Order (CMCO)**, Galaxy Aerospace (M) Sdn. Bhd. will continue their effort to control the spread of **COVID-19** within the organization.
2. The Restriction of **Conditional Movement Control Order (CMCO)** or **PKPB** was announced by the Government of Malaysia to be extend **until 9 November 2020 for Kuala Lumpur, Putrajaya and Selangor and also for Sabah** 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. To prevent the spread of this epidemic from continuing to spread, do follow the SOP given by the **Malaysian National Security Council (MKN)** during CMCO Period
 - Movement is not allowed in and out of the district. For staff who need to cross the district, however, they need to show the employer's work pass or letter of permission.
 - Only 2 people from a house are allowed to go out to buy necessities.
 - All schools, institutions of higher learning, skills training institutes, kindergartens, nurseries, tahfiz centres, public parks and recreation centres are closed.
 - Mosques and other non-Muslim houses of worship are closed.
 - All sports, recreational, social and cultural activities including weddings are not allowed.
 - Entertainment centres and nightclubs are also not allowed.
 - However, all economic activities in Selangor, WP Kuala Lumpur and Putrajaya are still allowed to operate as usual.
5. Do also refer our **Admin Directive** in our OA: **GAM-HR/OA/20/0112**

6. 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