

SAFETY MEMO

To : All Employees

Date : 15th January 2024

Reference : GAM-SMS/COM/24/002-M

Subject: Flood Awareness and Preparedness

- 1. Considering the increasing risk of flooding in our region, it is important that we prioritize the safety and well-being of all staff and family members. The unpredictable nature of flooding underscores the importance of being well-informed and prepared for any potential flood-related situations.
- 2. To ensure the safety of our employees, all team members are responsible for following instructions outlined in the attachment provided below. Please refer to **Appendix A**, **Appendix B**, and **Appendix C** for details and all staff need to follow.
- 3. This memo contains valuable information on flood preparedness, emergency procedures, and guidelines to navigate potential challenges during such situations.
- 4. It is essential to stay informed about weather updates and any announcements regarding flooding risks in our area. Pay close attention to local authorities and emergency services for real-time information.

Thank you.

Wan Izahan Zameree Ishak

Safety Manager

C.C – Managing Director Executive Director/ HRA Manager

Chief Operation Officer

APPENDICES:

APPENDIX A



APPENDIX B





PANTAU AKTIVITI ANAK-ANAK ANDA

DI MUSIM BANJIR

- Paras air mungkin lebih tinggi daripada jangkaan kita
- Air banjir telah dicemari oleh najis atau kotoran dari pembetungan, loji kumbahan, dan lain-lain
- Penyakit bawaan air boleh ditularkan apabila terminum air yang tercemar atau melalui kulit yang luka



Elakkan mereka daripada bermain dengan air banjir!





