## GalaxyAerospace \*\* PERSONAL PROTECTIVE EQUIPMENT (PPE)

maintenance repair overhaul REQUES	GAM/SMS/RF-002-02/17
PART I – ADMII	NISTRATIVE DATA
Department/Base: ENGINEERING / BASE PGU KK	Staff Number: 8237 Date: 10/06/2024
Name: ROLENZO ANAK ROBERT GERSOM	Designation: PPC / TECH
PART II – PR	PE ISSUANCE
New issue Replacement Damag	ge Missing/Lost Other type of PPE
Others	
Please Specify:	
PART III – TYPES OF	PPE REQUESTED
Remark: Fill up where applicable.	
NO TYPES OF PPE	BRAND PART CODE NO. QUANTITY SIZE
1. SAFETY SHOES	SAFETY JOHGER SJ-MILOS BUK-8 01 . 8/42
Note: Every application or purchased of PPE's should have an approval fr	om the immediate departmental head and Safety Department.
PART IV – DEPARTN	MENTAL APPROVALS
SECTION A	SECTION B
DEPARMENTAL HEAD:	SAFETY DEPARTMENT:
APPROVED REJECTED KIV	APPROVED REJECTED KIV
	AFFROVED KEJECTED KIV
flue	
Signature of HOD	Signature of Safety Manager
Name/Stamp: RAZDUAN BIN ZAINAL LAE / EIC	Name/Stamp:
Galaxy Aerospace (M) Sdn. Bhd.	
Date: 20/06/2024 (1040262-D)	Date:
SECTION C	
Acknowledgement by Human Resources (HR) Department	
Name/Stamp:	Remark: Please documented this form into staff personal file and
Numey stamp.	attach a purchase receipt or any
Date:	related document if any and where applicable for records and controls.
	DE LITEM DESCRIVED DV STATE
PART V – ACKNOWLEDGE PI	LE ILEM KECEINED BA 21 ALE
Staff Signature:	
Date: 10/06/2024	
This form used by Safety Department when necessary in order to reco	ord data and may be circulated internally for management information

## HB SAFETY EQUIPMENT SDN BHD(1320473-D)

GST Reg. No.: Sales Tax Reg. No.: Service Tax Reg. No.:

METRO TOWN, BLOCK B, GROUND FLOOR, UNIT NO. 4&5 88300 KOTA KINABALU, SABAH.

Tel: 088-382 397 / 088-382 071 / 088-380 166 Fax: 088382394

WhatsApp: 013-865 2397 / 013-868 2397

URL: https://hbse.com.my/ Email: hbse@hbl.com.my

## **CASH BILL**

BIII To: BOOST

No.

CS2406/177

Date

07/06/2024

Reference No.

Salesman

SARAH

Page

1 of 1

#	CODE	DESCRIPTION	QTY	UOM	U. PRICE	DISC	AMOUNT
1	SJ-MILOS BLK-8	SAFETY JOGGER MILOS S1P MID (BLACK) SIZE: 8/42	1.0	PAIR	235.00		235.00

- PHYLON/RUBBER SOLE

- COMPOSITE TOECAP, ANTI-PUNCTURE TEXTILE PLATE MIDSOLE

- ELECTROSTATIC DISCHARGE (ESD)

MALAYSIAN RINGGIT TWO HUNDRED THIRTY FIVE ONLY	TOTAL AM	OUNT		235.00
	ROUNDING	G ADJ		0.00
Notes: 1. All cheques should be crossed and made payable to	NET AMOU	INT	MYR	235.00
HB SAFETY EQUIPMENT SON BHD			***************************************	
RHB BANK - 2-10149-0001510-5				
2. Goods sold are neither returnable nor refundable. Otherwise				
a cancellation fee of 20% on purchase price will be imposed.				

SARAH
Authorised Signature



	OFFICE USE	
CV NO:		
CLAIM NO:		

ID STAFF / STAFF NAME: 8237 / ROLENZO ANAK ROBERT GERSOM

DATE:

10/6/2024

JOB DETAILS:

SAFETY SHOES CLAIM

DESIGNATION: PPC / TECH

DATE	NO	PARTICULARS	FLIGHT TIX	PARKING	PETROL	TOLL (SMART TAG/T&G)	SUB.ALLW/TR AV.ALL	HOTEL	MILEAGE (KM)	@RM0.65 (car) @RM0.40 (motor)	MEDICAL	OTHERS	TOTAL
10/6/2024		SAFETY SHOES			448							235.00	235.00
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													÷.
			40.00										-
													-
													-
													-
													-
													-
						-					4		•
B	ANK A	CCOUNT NUMBER:	AMBANK 88	8103327604	0							JB-TOTAL DVANCED	235.00

CLAIM BY:	CHECKED BY:	APPROVAL BY:
- Yhope	HOD/EIC	ADMIN/FINANCE
Name: ROLENZO	Name: RAZDUAN ZAIN	

ADMINISTRAT	TIVE USE ONLY					
ACKNOWLEDGE BY:						
DATE:						
SCAN YES NO						

FINANCE USE ONLY					
RELEASE DATE:					
REFUND	YES	NO			
REFUND TO	COMPANY	STAFF			

TOTAL TO BE PAID

235.00