

Date: 11 JAN 2024

Time: 1615

Venue: APMM CAMO OFFICE

**Briefing Title: SAFETY MATTERS**

Briefing note:

- SMS 4 pillars:-
  1. Policy Objective.
  2. Risk Management.
  3. Assurance.
  4. Promotion.
  
- Housekeeping – To ensure no plastic cups are left on the water dispenser machine.
  
- POL – Always ensure all POL items are being handled properly. Do not leave it on top of the POL shelf after use.
  
- Working in a safe and respectful environment.
  - ✓ Good communication.
  - ✓ Show respect.
  - ✓ Celebrate teamwork.
  - ✓ Create a positive work office environment.
  
- Schedule waste awareness:
  - ✓ SW305 – Used Oil.  
Stored in a tight-head steel drum.
  
  - ✓ SW306 – Used Hydraulic Oil.  
Stored in a tight-head steel drum.
  
  - ✓ SW409 – Contaminated empty container.  
Stored in the jumbo bag.
  
  - ✓ SW410 – Contaminated Rags.  
Stored in the jumbo bag.
  
  - ✓ Ensure to segregate your scheduled waste and general waste accordingly.



## SAFETY BRIEFING FORM

Date: 11 JAN 24

Time: 1630

Venue: APMM CAMO OFFICE:

NAME	ID	Signature
MOHD SHAZALIE BIN RAMLI	8157	
MUHAMMAD AZRI NAJWAN BIN ZACANI	8506	
MOHD SHAZREE BIN MAHAJ	8424	
MUHAMMAD HARI SYAHMI BIN MUHAMMAD SABRI	8507	
YUSLI BIN YUSOF	8398	
LOPARKAN SALEHON	8401	
NUR ANIS AMONINA BINTI ZOMI	8281	
FARHANA NUR DANISYAH	SLIM 268	
MUHAMMAD NAFIQ BIN MOHD HAZMIR		
MUHAMMAD AMIRUL FADHLIN		
MUHAMMAD ASMI BIN MD. RAOZI	8387	
MUHD DANUL SUZANI B ZULKIFLI	8164	
MUHAMMAD ASYRAF AZHAR	8125	
MUSTACIM BIN ABD GHANI	8383	
MOHD ZULHIFZI BIN ZAKARIA	8390	
FADZLEE BIN FAUZI	SLIM 263	
NUR HAMIZAH SYAMSUL BAHRI	8389	
INTAN AYATUL TAFRIDIYAH BT AZLAN	0485	
ABDUL QAHYUM BIN ABDUL RAZAK	SLIM 206	
NADHIRA SYAHIRA BINTI MOHD HAMOAN	8460	
AIRAH NATASHA BINTI JAMIL	8384	
REOZUAN BIN ANOR BASHALI	8029	
MOHD HAFIZULHILMI BIN MUSTAPHA	SLIM 252	
NUR ATIRA NAJHAT BINTI ANUAR	8498	
NUR ASYKIN BINTI RUSLAN	8420	
SYED MOHD RAJAM	8303	