

## MEMO

REF NO. : GAM/CE/1/24  
 TO : ED  
 FROM : CE  
 DATE : 3rd January 2024

Assalamualaikum Datin ED,

**RE: PROPOSAL FOR SALARY ADJUSTMENT**

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I would like to propose on of a salary adjustment for AMO staffs listed below, in recognition of their loyalty, dedication and commitment to GAM. This salary adjustment is essential to reflex their current value to the company and to rightly placed them in the same level of seniority among their peers and importance to Company's Operation.

I kindly request that this proposal be considered and discussed further to ensure that the staffs are fairly rewarded for their dedication and that we continue to attract and retain experience.

NO	STAFF NO	NAME	DATE JOINED	CURRENT BASIC SALARY	PROPOSED BASIC SALARY	OTHER ALLOWANCES	TOTAL
1	8065	ADZRAEI HASIEF BIN DZULQARNAIN	1/6/18	4,100	5,000.00	5,100.00	10,100.00
2	8149	MOHAMMAD AFFIF FITRI BIN AWANG	2/1/20	3,300	3,800	3,100.00	6,900.00
3	8026	MOHAMMAD HARIZ BIN HISHAM	1/11/2017	2,380.00	2,880	1,200.00	4,100.00

Thank you for your attention to this matter.

Sincerely,



AMRAN SHAH BIN MASNON  
 CHIEF ENGINEER

ED COMMENT

to date 1/2/24



DATIN ZULHAN ALIAS  
 Executive Director  
 Galaxy Aerospace (M) Sdn. Bhd.  
 (1040262-D)