

# SAFETY MEMO

**TO: ALL AIROD AEROSPACE TECHNOLOGY STAFFS**

**DATE: 08/07/2022**

**REFERENCE: AAe/SMS/SM/06/2022**

**SUBJECT: AAe HANGAR 77 FULL SCALE FIRE DRILL EXERCISE ON 14 JULY 2022.**

---

## INTRODUCTION:

As part of SMS planned safety program, a full scale fire drill exercise will be conducted on **14<sup>th</sup> of July 2022**. The purpose of the full scale fire drill exercise is to practice exiting the building "in a simulated emergency situation" so that if an emergency arises in the future, panic will be minimized and each personnel know how to respond.

## ACTION

1. Supervisors and persons with information about the cause of the emergency shall proceed to trigger the fire alarm and contact NADI security while evacuating to designate assembly point area.
2. There are a few points you should remember during the fire drill exercise:

Everyone must exit the building immediately and gather at Assembly point area B located in front of Hangar 77 when the alarm sounds:

- a) Only gather essential item as you leave the area.
  - b) Shut any open windows and close each door but don't lock as you go through.
  - c) Respective manager shall inform ERT Coordinator of the whereabouts of their department staff to ensure headcount tally to daily attendance.
3. All others must exit the building and gather at the assembly point area to allow the safe arrival of emergency response vehicles (PDRM, BOMBA & AFRS).
  4. Government agencies will make use of this opportunity to evaluate how quickly each of its officers reacts to an emergency. Our assistance will be crucial to the success of this activity.

This fire drill exercise intends to evaluate existing effectiveness of evacuation procedures and determining necessary changes or adjustments to procedures in order to be well prepared in an actual emergency situation. Practicing these procedures should help you remember the steps for a smooth emergency evacuation.

Thank you for your cooperation and participation.



Mohd Borhan Bin Ahamad  
Airod Aerospace Technology  
AAe Safety Manager  
Cc; Accountable Manager  
Head of Operation  
Head of Quality Assurance