

SAFETY MEMO

TO: ALL AAe STAFFS

DATE: 17/01/2024

REFERENCE: AAe/SMS/SM/05/2024

SUBJECT: AUDIOMETRY TEST

INTRODUCTION:

Kindly note that an audiometry test is scheduled to take place on January 30th and 31st, 2024, at the Carpark of AIROD Clinic. All AAe staff members listed are required to attend the audiometry test according to the specified date and time. It is imperative to emphasize that the **company will not accommodate any absences, and the attendance is mandatory.**

The details of the activity is as follows:

Activity: **AUDIOMETRY TEST**

Location: **AIROD CLINIC (CAR PARK)**

Date: **30 January 2024 & 31 January 2024**

Time: **0830 HRS – 1130 HRS**

ACTION

1. Please review the attached document to verify your name and appointment date & time.
2. Ensure that the listed staffs attend on the specified dates at the scheduled times.

This memo serves as a notification to the AAe staff members listed in the attached document to participate in the upcoming audiometry test scheduled for 30th & 31st January 2024.

ATTENDANCE IS COMPULSORY

Thank you for your cooperation.



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