



SUM HING[®]
Engineering Works Sdn Bhd

(Co. No: 96737-U)

No. 23, Jalan Dua, Off Jalan Chan Sow Lin,
55200 Kuala Lumpur, Malaysia.

Tel: 603-92219105 Fax: 603-92228584

Date: 2nd May 2020

Dear Sir/Madam,

Re: Visitor Registration Notice

With reference to Federal Government's Gazette of Prevention and Control of Infectious Diseases (Declaration of Infected Local Areas) Order 2020, the said Gazette dictated conditional approval for companies allowed to operate during the duration of the Movement Control Order.

Visitors are required to register online by scanning the QR Code below and are required to meet the following conditions before being allowed to enter Sum Hing premises.

Terms:

1. Visitors must obtain approval from the company Management before arriving at the company's premises / factory.
2. The visitor must declare and report on the latest travel history and health status and must obtain the permission of his or her own company in advance.
3. Visitors arriving at the premises / factory should wear a face mask and undergo a body temperature check at the premises / factory entrance. Security guards will spray hand sanitizer onto individual's hands.
4. The 'no-touch' policy must be adhered to at all times and handshakes between workers and visitors are not allowed.

Sincerely,



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YUE KHIN MENG
General Manager