

KERTAS MINIT
MINUTE SHEET

Refer to the distribution list

Dear Sir/Madam,

DIRECTIVE TO ATTEND SARAWAK MULTIMEDIA AUTHORITY TEAM BUILDING 2025

Reference is made to the above subject matter.

2. The Authority is pleased to announce that Sarawak Multimedia Authority Team Building programme will be held as follows:

Date : 2nd – 4th May 2024
Venue : ROXY Beach Resort, Sematan
Agenda : Refer to the attached

3. This Team Building programme will include a series of activities designed to foster collaboration, build trust, and strengthen interpersonal relationships among staff and attendance is compulsory.

4. Additionally, participating staff who designated parking is at Saujana Foodcourt Car Park are kindly advised to park at Plaza Merdeka parking facility for safety reasons. Parking charges can be claimed via the Employee Self-Service (ESS) system under Miscellaneous (select Parking Fee Malaysia).

Thank you.

"DRIVING DIGITAL SARAWAK"



(DATO DR. ANDERSON TIONG ING HENG)

General Manager

Sarawak Multimedia Authority (SMA)

Ref. No.: SMA/500-12/4 (49)

Date : 29th April 2025

DISTRIBUTION LIST

1. Ts Dr Suhaila binti Jaffar
2. Hemlet anak Kiai
3. Steward anak Sayong
4. Leslie Yeo Hai Ming
5. Ts. Alexander Chu Kah Choi
6. Bibiana Endak anak Kulleh
7. Ts. Haszrizan bin Hanapi
8. Ts. Shia Yang
9. Aluni binti Mohamad
10. Contesa Muat
11. Nur Hazwani binti Haili
12. Ts. Ed Mustafa bin Abdul Hamid
13. Nur Afiqah binti Jafri
14. Rahim bin Tamel
15. Nor Afifa binti Yusop
16. Puvindra Pubeion a/l Jayakumar
17. James Bungan
18. Maurice anak Patrick Dabot
19. Ts. Dulcy anak Pani
20. Ts. Lee Jong Chen
21. Siak Yung Yng
22. Mohd Faizal bin Ibrahim
23. Sophia binti Dris
24. Ts. Arif Azhar bin Abdullah
25. Awangku Mohamad Iqbal bin Awangku Jinal Abedin
26. Cynthia Ramas anak Andin
27. Nur Izzah Nabilah binti Haron
28. Dr. Rosalind Sia Juo Ling
29. Fenny anak Silong
30. Al- Abbas Azfar bin Abdullah
31. Siti Zuraidha binti Salim
32. Syarifah Zammierra binti Wan Ahmad
33. Rodney Crysler Achil
34. Maglilyn Liew Shi Ling
35. Nurhafiza Izlin binti Mohamad Salleh
36. Muhammad Nur Hakiim bin Abd. Aziz
37. Wilson Chin Tze Yian
38. Azwaan bin Majidi
39. Maskinah binti Abu Kasim
40. Hamisiah binti Usup
41. Mohamad Nor Hisyam bin Abdul Hassan
42. Dayang Yulia Eziati binti Abang Morshidi
43. Osmund During

44. Muhammad Syafeez bin Saini
45. Francesca anak Clayton
46. Tida anak Bat
47. Azinurfarahin binti Taim
48. Adib Iswandy Shamsudary bin Mazlan
49. Valencia Martin Nimos
50. Emma Farina binti Amat Yaji
51. Ernisha binti Busri
52. Eugen anak Billing
53. Elizarberth anak Gun
54. Oinie Zaphia anak Samat
55. Collin John
56. Thomas Raji@Yaakup bin Raji
57. Mohdar Bin Ambi
58. Abang Alwi bin Haji Abang Sepuan
59. Mohd Shahrulrizam bin Sulaiman
60. Sharifah Suryana binti Wan Sarip
61. Nur Ellisa Binti Abdullah

SMA TEAM BUILDING 2025

DAY 1: 2ND MAY 2025 (FRIDAY)

| TIME | AGENDA | REMAKRS |
|--------------------|--|--|
| 9.00 AM – 11.00 AM | <ul style="list-style-type: none"> Collection of Welcoming Goodies | <ul style="list-style-type: none"> For involved SMA staff & interns only Venue: CHIC, SMA |
| 2.15 PM | <ul style="list-style-type: none"> Registration | <ul style="list-style-type: none"> Venue: CHIC, SMA <p><i>*Committee to make sure everyone bring their Welcoming Goodies & be on time</i></p> |
| 2.35 PM | <ul style="list-style-type: none"> Staff boarding the buses Snacks distribution | |
| 3.15 PM | <ul style="list-style-type: none"> Depart from SMA to Roxy Beach Resort, Sematan | <ul style="list-style-type: none"> Estimated traveling hour: 2 hours |
| 5.15 PM | <ul style="list-style-type: none"> Check-in Free and easy | |
| 7.30 PM – 10.00 PM | <ul style="list-style-type: none"> Opening Dinner: <ul style="list-style-type: none"> 7.30 PM: Arrival of Staff 7.45 PM: Arrival of GM & DGM 8.00 PM: Safety Briefing by Roxy 8.05 PM: Opening Speech by GM 8.10 PM: Dinner 8.40 PM: Welcoming Address by GEM Consultancy 8.50 PM: Ice Breaking Activities, Team Grouping, Team War Cry | <ul style="list-style-type: none"> Venue: Bilik Melano |

SMA TEAM BUILDING 2025

DAY 2: 3RD MAY 2025 (SATURDAY)

| TIME | AGENDA | REMAKRS |
|---------------------|--|---|
| 7.00 AM – 7.30 AM | <ul style="list-style-type: none"> Energizing exercise | <ul style="list-style-type: none"> Lead by Trainer Venue: TBC Attire: Workout clothes |
| 7.30 AM – 8.30 AM | <ul style="list-style-type: none"> Breakfast | <ul style="list-style-type: none"> Venue: Pueh Coffee House |
| 8.30 AM – 10.30 PM | <ul style="list-style-type: none"> SMA Team Building Morning Session | <ul style="list-style-type: none"> Venue: Bilik Serabang Attire: SMA Team Building 1 |
| 10.30 AM – 11.00 AM | <ul style="list-style-type: none"> Morning Break | |
| 11.00 AM – 12.30 PM | <ul style="list-style-type: none"> Continue.. SMA Team Building Morning Session | |
| 12.30 PM – 2.00 PM | <ul style="list-style-type: none"> Lunch | <ul style="list-style-type: none"> Venue: Pueh Coffee House |
| 2.00 PM – 3.15 PM | <ul style="list-style-type: none"> SMA Team Building Afternoon Session | <ul style="list-style-type: none"> Venue: Outdoor <i>*subject to weather conditions</i> Attire: SMA Team Building 1 |
| 3.15 PM– 3.45 PM | <ul style="list-style-type: none"> Afternoon Break | |
| 3.45 PM – 5.30 PM | <ul style="list-style-type: none"> Continue.. SMA Team Building Afternoon Session | |
| 5.30 PM – 7.30 PM | <ul style="list-style-type: none"> Free and easy | |
| 7.30 PM – 10.00 PM | <ul style="list-style-type: none"> SMA Team Building 2025 Dinner | <ul style="list-style-type: none"> Venue: Horizon Bar Attire: Cartoon T-Shirt + Jeans (Casual Theme) |

SMA TEAM BUILDING 2025 DINNER

3RD MAY 2025 (SATURDAY)

| TIME | AGENDA | REMAKRS |
|----------|---|---|
| 7.30 PM | <ul style="list-style-type: none">Arrival of Staff | <ul style="list-style-type: none">Venue: Horizon BarAttire: Cartoon T-Shirt + Jeans (Casual Theme) |
| 7.45 PM | <ul style="list-style-type: none">Arrival of GM & DGM | |
| 8.00 PM | <ul style="list-style-type: none">Closing Remarks by GM | |
| 8.05 PM | <ul style="list-style-type: none">Short-speech from Team Building Committee | |
| 8.10 PM | <ul style="list-style-type: none">Photo session | |
| 8.15 PM | <ul style="list-style-type: none">Dinner | |
| 8.40 PM | <ul style="list-style-type: none">Team Building Champions AwardThe OG of Graphic Tee Award | |
| 9.00 PM | <ul style="list-style-type: none">Free and easy | |
| 10.00 PM | <ul style="list-style-type: none">End | |

DAY 3 SMA TB 2025

DATE: 4TH MAY 2025 (SUNDAY)

| TIME | | AGENDA | REMAKRS |
|---------------------|---|---|---|
| 7.00 AM – 9.00 AM | : | • Breakfast | • Venue: Pueh Coffee House |
| 9.00 AM – 9.30 AM | : | • Group Photo Session | • Venue: Beach • Attire: SMA Team Building 2 |
| 9.30 AM – 11.30 AM | : | • Free and easy | |
| 11.30 AM – 12.00 PM | : | • Check out | |
| 12.00 PM – 1.30 PM | : | • Lunch | • Venue: Pueh Coffee House |
| 1.30 PM – 3.30 PM | : | • Depart from Roxy Beach Resort, Sematan to SMA | • Estimated traveling hour: 2 hours |