

**RBW Engineering** (SP1123)

No 38 Jalan M 10, Taman Merdeka,
Batu Berendam, 75350, Melaka, Malaysia.

Tel: +60126357719

REPORT

To : Supermax Glove Manufacturing Sdn Bhd
Lot 42, Bukit Rahman Putra, Putra Industrial Park,
Sg Buloh, Selangor.
Tel : 03 6145 2328
Fax : 03 6156 2191

Date 21-Jul-18

Item	Activity/Observation	Proposal/Recommendation	PIC
1	Energy Manager visit to Lot 42 in the month of July 2018 visit 2 of 2 Personnel met : Ms Ivy	1 No EMEER Report requirement for Lot 42 is required since the usage is currently below that of 500 000 kwh per month	SGM
2	Due to the first time filling up and submission of the EMEER report via the ST EMIS (electronic reporting), the scheduled visit in the month of July 2018, has been reserved towards establishing the correct accessment to the new EMEER reporting through EMIS, so as to ensure that the information provided is adequate, correct and submitted on time. ST has sent to each of the relevant notified premises via email and normal mail a letter which contained the : 1. Username - which is unique to the premises which may be assigned to one or more accounts. 2. Temporary Password. - The password will automatically be requested to be changed to a new one onto which a verification notification will be emailed to a pre entered email address.		
3	The website will be accessible once the link is verified.		
4	The relevant information is then to be keyed in such as: 1. The company's contact person particular (name, designation , email, telephone. 2. Energy Policy, committee & objectives. 3. The correct variables and reporting unit is then to be specified such as kwh/kg, kwh/pcs etc. 4. The current reporting period is for Jan to June 2018. However the previous historical data are also being requested to be populated. Once the information is filled, it is then send for the REEM approval. Once the REEM approved of the reports only then it can be submitted to ST. A signed hardcopy of Form A and B is still required to be posted to ST. To plan for the Energy Management Meeting review with the Energy Committee in Aug 2018 time frame		

ACKNOWLEDGED BY:

ISSUED BY: Ir. Rajmal Buang
REEM # : PTE-0008-2011