UEM EDGENTA BERHAD MEMO

PRIORITY URGENT

TO :

FROM :

C.C :

REF. NO. :

DATE :

SUBJECT :

Mr

Please be informed that under Vehicle Management Standard Operating Procedure (SOP) dated 01/05/2017, page 10 of 16 under Fuel Cards clause 4.2.10,

The responsibility of fuel card users:

As referring to the above subject, in the enhancement of Vehicle Management procedure in our current practice, Fleet Management unit have run an analysis on odometer reading for the past 3 months from Jan 2018 to March 2018.

Vehicle No.	Model	Section	Result
null	null	null	null
null	null	null	null
null	null	null	null
null	null	null	null
null	null	null	null
null	null	null	null

The result shows that there was one (1) vehicle where odometer was not keyed in and five (5) vehicles
where the odometer was wrongly keyed in resulting that Admin Unit failed to maintain and track fuel
efficiency.

SHAIFUL NOR