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**Memorandum**

**From:** Human Resources  
Department

**To:** All Staff

**Date:** 18/3/2026

**C.c:** -

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HR/MEMO/2026/005

**Early Salary Release for Raya Celebration**

We are pleased to inform you that the Board has approved an early release of salaries in conjunction with the Raya celebration.

**Please note:** This early payout is **specifically for the Raya celebration** and is a **one-time arrangement**.

**Salary Payout Date:** 19/3/2026

Thank you for your hard work and dedication.

We wish you and your loved ones a wonderful Hari Raya Aidilfitri full of peace, joy and cherished moments.

Best regards,

*Adriana*

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Adriana Ain Alisha Binti Abdullah  
Assistant Manager, Human Resources