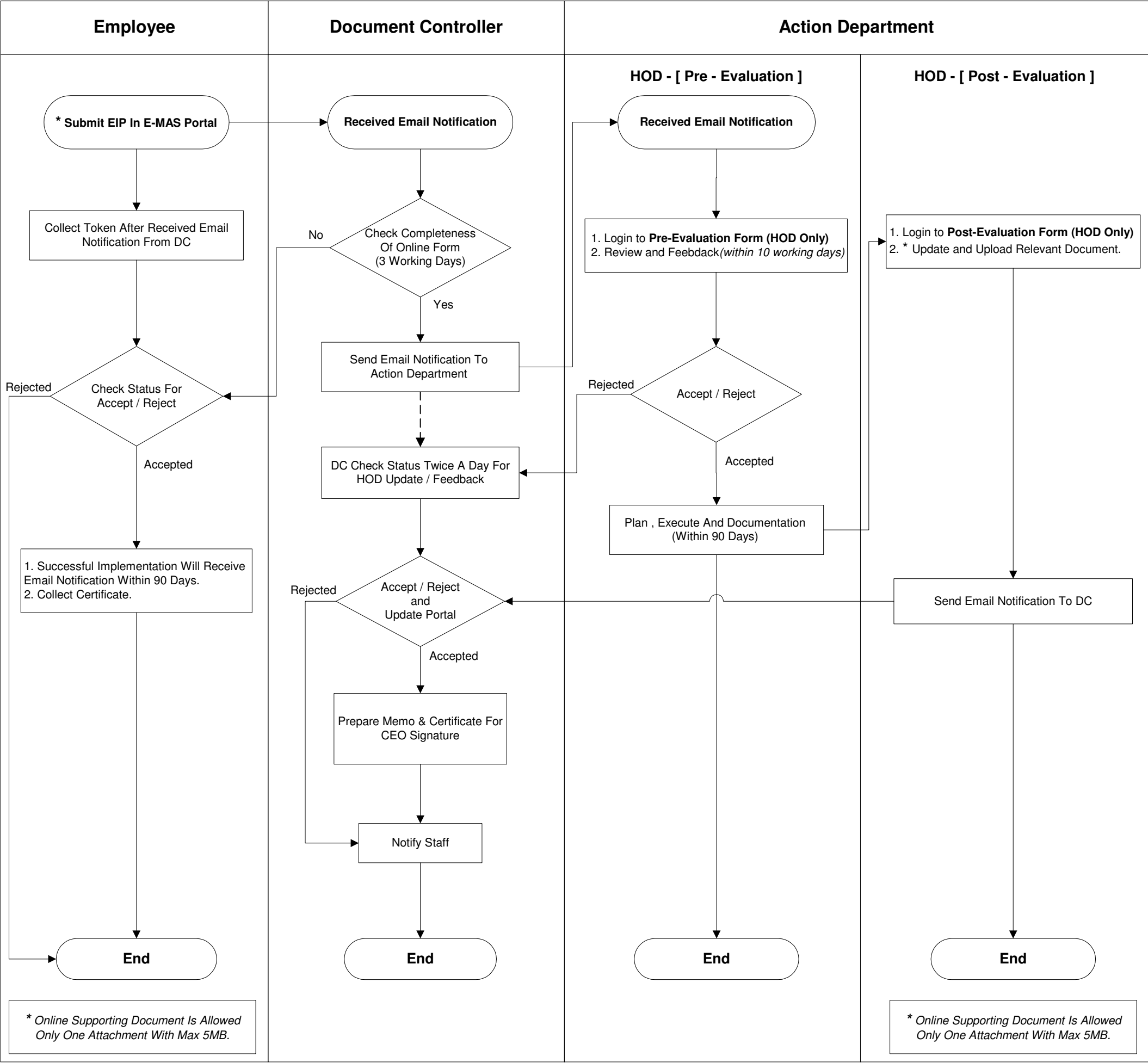


[EIP] E-MAS Improvement Programme Process Flow



Submission Criteria

| Safety / Health Improvement | Process Improvement | Security Improvement | Environmental Impact Improvement | Working Condition Improvement | Financial Savings |

- Notes:**
- EIP Requiring ERLSB Action**
- 1. DTA to send attachments of complied EIPs via email to ERLSB.
 - 2. Discuss and deliberate during the ERLSB service performance meeting at depot.
 - 3. Follow-up on pending EIPs during the next scheduled meeting.
 - 4. Status update will be as flow-chart above.

- General Information**
- 1. If the suggestion has been approved for implementation but cannot be implemented within 90 days period due to unforeseen circumstances, it may be extended subject to CEO advice for decision.
 - 2. EIP received are on a first come first serve basis.
 - 3. Any dispute will be resolved by CEO.
 - 4. Only new ideas with no history of implementation will be considered.
 - 5. RM150 or Certificate or both for successful EIP implementation. Cost savings EIP may received additional reward at management discretion.
 - 6. EIP status available on E-MAS Portal.