



UNIVERSITI  
TENAGA  
NASIONAL

*The Energy University*



RANKED  
2023  
WORLD  
UNIVERSITY  
RANKINGS



RANKED  
2022  
WORLD  
UNIVERSITY  
RANKINGS



2020



2019  
SETARA  
2019  
MATAKURAMA  
NATURE UNIVERSITY

# Facility Management, Safety & Security Briefing

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Director,

Facility Management, Safety & Security (FMS) Department,  
UNITEN

24 November 2023



MAJLIS  
KONVOKESYEN  
KE - 25 UNIVERSITI  
TENAGA  
NASIONAL 25 & 26 NOVEMBER 2023  
DEWAN SERI SARGANA, KAMPUS PUTRAJAYA

UNITEN



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**1 SAFETY BRIEFING**

**2 SECURITY BRIEFING**

**3 FACILITY MANAGEMENT BRIEFING**



# EMERGENCY RESPONSE PLAN



WHEN YOU HEAR THE EVACUATION ALARM OR BEING VERBALLY INSTRUCTED TO EVACUATE THE BUILDING

1. Try ensure that all of your office mates and visitors (clients) heard the alarm.
2. Don't panic.
3. Evacuate the area quickly while checking nearby restrooms, storage rooms and etc. as you exit.
4. Use the nearest stairway. Do not use the elevator.
5. If necessary, accompany and assist individual with disabilities.
6. Shut all doors behind you as you leave. Closed doors can slow the spreading of fire, smoke and water.
7. Evacuate as quickly as possible but in an orderly manner. Do not push or shove.
8. Once outside, move at least 100 feet (30 Metres) from the building and follow the instructions of emergency personnel at the scene.
9. Report to assigned assembly point.



# Emergency Evacuation Plan







Kolam Renang  
Uniten Swimming Pool

Uniten Mini Stadium

Dewan Seri Sarjana

Kolam Renang Uniten

ASSEMBLY  
POINT  
TEMPAT BERKUMPUL

ZONE A

Persiaran Cendekiawan

Persiaran Cendekiawan

Persiaran

Tempat Letak Kereta  
DSS Uniten  
Parking Lot [MZF]

ASSEMBLY  
POINT  
TEMPAT BERKUMPUL

ZONE B

**ASSEMBLY POINT  
DEWAN SERI  
SARJANA (DSS)**



# NOMBOR KECEMASAN EMERGENCY CONTACT



## NOMBOR KECEMASAN UMUM GENERAL EMERGENCY CONTACT

• POLIS	999
• BOMBA	999
• AMBULANS	999
• ANGKATAN PERTAHANAN AWAM MALAYSIA (APM)	999
<b>POLIS</b>	
• BALAI POLIS DATO' ABU BAKAR BAGINDA	03-8926 2103
• IBU PEJABAT DAERAH (IPD) SEPANG	03-8777 4222
• IBU PEJABAT DAERAH (IPD) KAJANG	03-8911 4222
<b>BOMBA</b>	
• BALAI BOMBA DAN PENYELAMAT CYBERJAYA	03-8318 4142
• BALAI BOMBA DAN PENYELAMAT BANDAR BARU BANGI	03-8925 4444
• BALAI BOMBA DAN PENYELAMAT PUTRAJAYA	03-8888 0970
<b>HOSPITAL</b>	
• HOSPITAL SERDANG	03-8947 5555
• HOSPITAL PUTRAJAYA	03-8312 4200

## NOMBOR KECEMASAN DALAMAN INTERNAL EMERGENCY CONTACT

• UNIT PERKHIDMATAN KESELAMATAN, (FMS)	03-8928 7555 (24 JAM)
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## JABATAN BERKAITAN OTHER RELATED AGENCIES

• JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN (DOSH), SELANGOR	03-5623 6400
• JABATAN ALAM SEKITAR (DOE), CAWANGAN SEPANG	03-8706 1332
• KEMENTERIAN PEMBANGUNAN WANITA, KELUARGA DAN MASYARAKAT, PEJABAT DAERAH SEPANG	03-8323 1000
• PEJABAT KESIHATAN DAERAH SEPANG	03-5623 6400

UNIT KESELAMATAN, KESIHATAN PEKERJAAN & ALAM SEKITAR (OSHE)  
JABATAN PENGURUSAN FASILITI, KESIHATAN & KESELAMATAN (FMS)  
JALAN IKRAM-UNITEN, 43000 KAJANG, SELANGOR.

# EMERGENCY CONTACT NUMBER

1. En. Mokhtaruddin (013-3543462)
2. Pn. Zulhafiza (019-6645766)
3. En. Safwan (017-2551030)
4. En. Abdah Alif (018-2820676)
5. Ts. Razi Bin Ishak (019-2560553)
6. En. Fuad (019-2146956)



**CONTROL ROOM OSHE**



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# PETA LALUAN UNITEN KAMPUS PUTRAJAYA SEMPENA MAJLIS KONVOKESYEN KE 25

MAJLIS  
KONVOKESYEN

KE - **25** UNIVERSITI TENAGA NASIONAL 25 & 26 NOVEMBER 2023  
DEWAH SERI SARGANA, KAMPUS PUTRAJAYA

**UNITEN**





# PARKIR GRADUAN & IBU BAPA SESI PAGI (SESI 1 & 2) 25 & 26 NOVEMBER 2023

1. JIKA MASUK MELALUI GATE 1, KAWASAN PARKIR ADALAH DI BW
2. JIKA MASUK MELALUI TNBR/MASJID, KAWASAN PARKIR DI FC2/MASJID
3. IBU BAPA/GRADUAN AKAN MENAIKI BAS KE DSS
4. TIDAK DIBENARKAN MASUK MELALUI GATE 2. GATE 2 DIGUNAKAN UNTUK JALAN KELUAR SAHAJA (KECUALI KECEMASAN)
5. LALUAN PULANG JUBAH ADALAH DARI GATE 2 DAN MASUK MELALUI GATE 1 UNTUK KE BANGUNAN PENGURUSAN








# PETA LALUAN IBU BAPA/GRADUAN SESI PAGI 25/11/2023

- 1 LIBRARY
- 2 MAIN GATE
- 3 ADMIN
- 4 LAB
- 5 FOOD COURT 1
- 6 COE
- 7 MURNI
- 8 MINI STADIUM
- 9 SWIMMING POOL
- 10 DSS
- 11 TNB EQUESTRIAN
- 12 CENDEKIAWAN
- 13 CSIT
- 14 SQ
- 15 AMANAH
- 16 ILMU
- 17 FOOD COURT 2
- 18 D'TASIK
- 19 MOSQUE
- 20 RHR HOTEL
- 21 BV
- 22 SPORT ARENA
- 23 STUDENT CENTRE



-  LALUAN IBU BAPA/GRADUAN SESI PAGI
-  KAWASAN PARKIR IBU BAPA/GRADUAN SESI PAGI
-  KAWASAN MENUNGGU BAS SESI PAGI

TO PUTRAJAYA /  
CYBERJAYA

FROM  
UPM

KAWASAN PARKIR  
IBU BAPA/GRADUAN  
SESI PAGI  
(FC2/MASJID)

KAWASAN  
PARKIR IBU BAPA  
/ GRADUAN SESI  
PAGI (BW)

KHEMAH IBUBAPA  
DAN KHEMAH  
PENIAGA

GATE 2

CAR BOOT SALE

COE

BW

DSS




GATE 1



# PETA LALUAN IBU BAPA/GRADUAN SESI PAGI 26/11/2023

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-  KAWASAN MENUNGGU BAS SESI PAGI

**CAR BOOT SALE**

**KAWASAN PARKIR IBU BAPA/GRADUAN SESI PAGI (FC2/MASJID)**

**KHEMAH IBUBAPA DAN KHEMAH PENIAGA**

**KAWASAN PARKIR IBU BAPA / GRADUAN SESI PAGI (BW)**

**GATE 2**

**GATE 1**

**COE**

**DSS**

**BW**

**TO PUTRAJAYA / CYBERJAYA**

**FROM UPM**



# PARKIR GRADUAN & IBU BAPA SESI PETANG (SESI 3) 25 & 26 NOVEMBER 2023

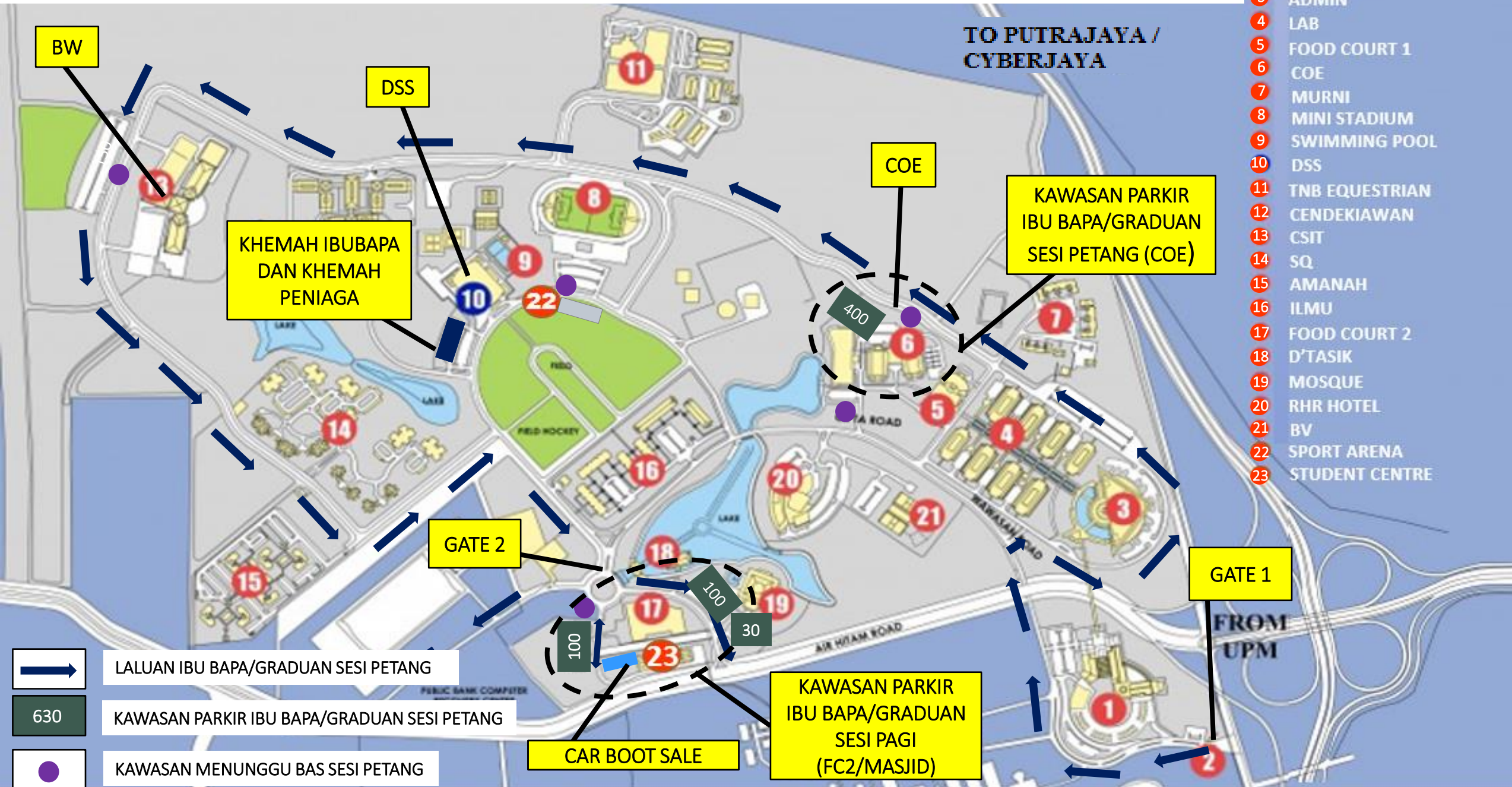
1. JIKA MASUK MELALUI GATE 1, KAWASAN PARKIR ADALAH DI COE
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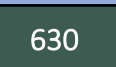





# PETA LALUAN IBU BAPA/GRADUAN SESI PETANG 26/11/2023

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-  LALUAN IBU BAPA/GRADUAN SESI PETANG
-  KAWASAN PARKIR IBU BAPA/GRADUAN SESI PETANG
-  KAWASAN MENUNGGU BAS SESI PETANG

GATE 2

GATE 1

KHEMAH IBUBAPA  
DAN KHEMAH  
PENIAGA

KAWASAN PARKIR  
IBU BAPA/GRADUAN  
SESI PETANG (COE)

KAWASAN PARKIR  
IBU BAPA/GRADUAN  
SESI PAGI  
(FC2/MASJID)

CAR BOOT SALE

BW

DSS

COE

TO PUTRAJAYA /  
CYBERJAYA

FROM  
UPM

100

100

30

AIR HILAM ROAD

KAWASAN ROAD

FEDS  
FEDS HOCKEY

PUBLIC BANK COMPUTER



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# KHEMAH IBU BAPA & GERAI JUALAN







# KHEMAH IBU BAPA & GERAI JUALAN







**SAFETY FIRST  
THANK YOU**

**#OSH4UNITEN**