



MENARA TA

A MEMBER OF THE TA GROUP

M E M O R A N D U M

TO : TA GROUP OF COMPANIES – STAFF AND REMISIERS

FROM : MENARA TA SDN BHD (“MTA”)

DATE : JUNE 2, 2016

RE : MANDATORY OFFICE WASTE SEPARATION

We would like to bring to your attention that the implementation of the new rules for waste separation formulated under the Solid Waste Management and Public Cleansing Management Act 2007 has come into effect on 1st June 2016.

According to the guideline, you will need to separate your office waste into the following categories:

1. Recyclable waste

| Encouraged to use plastic bag colour: | Type of waste |
|---------------------------------------|---|
| a. Green | Glass/ceramic, metal/steel/aluminium cans, electronic waste/small electronic appliances, leather/rubber/shoes/fabric, hazardous waste |
| b. Blue | Paper & plastic |

2. Residual waste

| Encouraged to use plastic bag colour: | Type of waste |
|---------------------------------------|--|
| a. Black | Kitchen waste, food waste, contaminated materials, disposal diapers & others |

We attach for your reference the following related link for the abovementioned separation of waste:

<http://www.kpkt.gov.my/separationatsource/en/>

We hope this clarifies. Your cooperation on this matter is highly appreciated.

For further inquiries, kindly contact our undersigned at 03-2072 1277 Ext 7807.

Your cooperation is greatly appreciated.

Thank you.

Yours faithfully,
MENARA TA SDN BHD

EUSOFFE CHUA
Head, Group Property Management