



الجامعة  
UNIVERSITI  
TEKNOLOGI  
MARA

Cawangan Melaka  
Kampus Bandaraya Melaka

**UNIVERSITY TECHNOLOGY MARA (UiTM) KAMPUS BANDARAYA MELAKA  
FACULTY OF BUSINESS AND MANAGEMENT  
BACHELOR OF BUSINESS ADMINISTRATION (HONS.) HUMAN RESOURCE  
MANAGEMENT**

**HRM666**

**INDUSTRIAL TRAINING REPORT  
DF AUTOMATION & ROBOTICS SDN. BHD.**



**PREPARED BY:**

**NURUL AMIRA BINTI MOHD ABDUL SHUKOR**

**2020878232**

**BA243 6A**

**ADVISOR'S NAME:**

**NAJIHAH ABDUL RAHIM**

**SUBMISSION DATE:**

**31<sup>st</sup> July 2023**

## **Executive Summary**

DF Automation & Robotics Sdn Bhd is one of the organizations that produce the first Automated Guided Vehicle (AGV) system also known as Autonomous Mobile Robot (AMR) in Malaysia which to make it simpler, this is the first company that produces robots in Malaysia. This is an analysis report from my internship at DF Automation & Robotics which contains the strengths, weaknesses, opportunities, and threats of this company that I have identified. The purpose of the analysis that I have identified for four contents as I mentioned above, which is known as SWOT analysis for DF, is to derive the best feasible methods, solve missing concerns, reduce risks, and optimize possibilities of success.

This report starts with my profile and the background of the company which is more of an introduction to know the details of both profiles. Then, in the next section, I explained my training reflection which it's more on the job scope and the experienced that I have gone through during the internship period, and how effective the training might help me academically or professionally in the future. The next section is the main purpose of this analysis report, which is the SWOT analysis and the discussion about the analysis where I elaborate on all findings that I get from my internship experience in DF. Finally, this report ends with the conclusion from my findings and experience that I've gained, which I believe I conclude everything in this report for readers to have a better understanding of the analysis.

## Table of Contents

|   |    |
|---|----|
| Executive Summary .....                                   | i  |
| Acknowledgment.....                                       | 1  |
| 1.0. Student's profile .....                              | 2  |
| 1.1. Resume.....  | 2  |
| 2.0. Company's profile .....                              | 4  |
| 2.1 Background of DF Automation & Robotics Sdn. Bhd. .... | 4  |
| Vision.....   | 5  |
| Mission .....   | 5  |
| 2.2. Organizational Structure .....                       | 6  |
| 2.3. Products or Services.....                            | 7  |
| 3.0 Training's Reflection.....                            | 9  |
| 4.0 SWOT Analysis.....                                    | 10 |
| 5.0 Pestel Analysis.....                                  | 11 |
| 6.0 Discussion.....                                       | 12 |
| 6.1 Strengths .....                                       | 12 |
| 6.2 Weakness.....   | 13 |
| 6.3 Opportunities .....                                   | 14 |
| 6.4 Threats .....   | 15 |
| 7.0 Recommendation .....                                  | 16 |
| 8.0 Conclusion .....                                      | 17 |
| References .....  | 18 |
| Appendices .....  | 19 |

## **Acknowledgment**

First and foremost, I would like to praise and thank The Almighty God for giving us strength, and because of His blessing, I finally managed to finish my internship for this last semester. Without His blessing, I believe it's hard for me to achieve where I am now. A lot of things I learned during my internship and also during my 3 years of studies at UiTM. I learned how to be committed and responsible in every work or task given by my superior in the workplace and my UiTM supervisor.

There are a lot of processes to produce good and knowledgeable content for this report. Therefore, I would like to acknowledge with thanks my supervisor for the code HRM666, Madam Najihah Abdul Rahim because, without her guidance, my report cannot be done properly like this. She always gives her support and guides me on how to do this report throughout time with the purpose of producing the best outcome.


I would like to give a huge thanks to DF HR Team, Ms Everlyn Chan Xing Han (Manager, HR) and Ms. Hidzatul Sa'adiyah (Executive, HR) for helping me throughout my internship journey. They taught me a lot regarding HR and without their guidance, I believe I can't receive such a great experience during completing my internship.

Last but not least, I would like to express my thankfulness to this course, HRM666 for giving me the opportunity to conducting this writing report assignment, and at the same time, for giving me the opportunity to have an experience as a real worker after almost 3 years studying in HR. I learned a lot during my internship for these 3 months, which gave me the opportunity to implement everything that I have learned. I believe this will also help me in my future job.

Finally, an honorable mention goes to my classmates and the team who are also in the same group supervised by Madam Najihah which helped me a lot in completing this report.

## 1.0. Student's profile





### 1.1. Resume



## NURUL AMIRA MOHD ABDUL SHUKOR

Human Resource

---

---

Highly organized, detail-oriented and hardworking as graduated student from Universiti Teknologi Mara (UiTM). Seeking to use my skills and knowledge to effectively serve your company. Dedicated and committed to becoming a dependable and valuable member. Possesses exceptional communication and problem-solving skills.

### EDUCATION

---

**Universiti Teknologi Mara (UiTM), 2020/2021-2023 (3 years)**  
Bachelor of Business Administration (Hons.) Human Resource Management  
Current CGPA: 3.35

**Kolej Matrikulasi Melaka, 2019/2020 (1 years)**  
Sijil Matrikulasi, major in Accounting  
CGPA: 3.42

**Sekolah Menengah Kebangsaan Kulai Besar, 2018**  
Sijil Pelajaran Malaysia (SPM), major in Business and Accounting  
5A 2B 2C

### WORK EXPERIENCE

---

**DF Automation & Robotics (Internship)**  
**March 2023 - August 2023**

- Focus on employee engagement, had organize few event such as Sexual Harassment Talk, and Free Health screening & Health Awareness Talk.
- Support in training & development
- Manage and calculate the HR stock.
- Familiar with Asana

**Tealive Airport Senai, Tearista (Part-Time)**  
**December 2018 - May 2019**

- Brewed and served tea and other drinks to customers by following all SOP that Tealive has set.
- Managed to check all equipment operates properly and made a report of any maintenance needs to the manager.
- Managed the payment process (cash, credit cards, and e-wallet)
- Communicate well with customers for recommendations and feedback.

Figure 1: Resume

## **ACHIEVEMENTS**

---

### **ACADEMIC**

- **Hasta La Vista 2023: New Path Unlocked**  
11-12 June 2023  
Became a treasurer for this UiTM event and help to organize the events.
- **Webinar Issues in HRM: Encounter Economic Crisis 2023**  
06 January 2023  
Make collaboration with Human Resource and Economist experts to make the session lively with great input and outcome. Become a reporting member who writes every input about the webinar.
- **Seminar Kepimpinan dan Kerjaya di Bangku Sekolah @ Leader and Career inSchool**  
03 January 2023  
Able to handle programs for students in primary school as an assistant project leader.
- **Webinar HRD Virtual Upskilling Program (HRD VUP): Level Up Your Business With Shopee**  
15 December 2021  
Be part of members of the programs by exploring Shopee Apps and delivering them in the program with the participants' target students, single mothers, and unemployed people.

### **CO-CURRICULUM**

- **Choir Third Place, Malam Aspirasi Budaya (MAYA) 2022**  
14 December 2022

## **SKILLS**

---

### **Soft Skills**

- Highly organized
- Teamwork
- Self-discipline
- Stress management
- Adaptability
- Time management

### **Additional Skills**

- Microsoft Word (Intermediate)
- Microsoft PowerPoint (Basic)
- Microsoft Excel (Basic)
- Canva (Intermediate)
- Adobe Photoshop (Basic)
- Asana

### **Language Skills**

- Malay (Expert)
- English (Intermediate)
- Arabic (Basic)

## **REFERENCES**

---

### **PN. NUR HAZWANI BINTI MOHD ROSELI**

HR Advisor, Universiti Teknologi Mara (UiTM)  
Bandaraya Melaka  
Phone: 012-552 7424

### **PN AINAA IDAYU BINTI ISKANDAR**

Lecturer, Universiti Teknologi Mara (UiTM)  
Bandaraya Melaka  
Phone: 019-668 1402  
Email: ainaa\_idayu@uitm.edu.my

*Figure 2: Resume*

## 2.0. Company's profile

### 2.1 Background of DF Automation & Robotics Sdn. Bhd.



*Figure 3: DF's Logo*

DF Automation & Robotics Sdn. Bhd. is a technology company specializing in designing, manufacturing, servicing, marketing and consistently improving Automated Guided Vehicle (AGV) also known as Autonomous Mobile Robot (AMR) system for various industrial and commercial use. They aspire to be a leading company in the field of AGV designing and manufacturing globally.

DF has a strong team with more than 15 years of experience in the design of mobile robots and related products. They have an in-house R&D team committed to designing and developing AGV systems with the latest technology and a project team dedicated to providing cost-effective AGV solutions.

DF Automation & Robotics started on June 2012 and currently has approximately 80 employees which still growing. The starting capital of DF is RM4 Million. DF had 3 branches within Malaysia, which were at Johor Bahru, Kuala Lumpur, and Penang, and currently still growing in India. DF's head of quarters (HQ) is at Johor Bahru, which has two plantations.

Starting on 1st July 2023, DF Automation has structured its organization, where it decided to divide the current business unit into three subsidiaries which DF Automation & Robotics Sdn. Bhd (DFA) is the parent company of the three subsidiary companies known as DF Robotics Sdn. Bhd (DFR), DF Automation Solution (DFS), and DF Automation Solution India Pvt. Ltd. (DFI).



*Figure 4: JB-P1*

JB-P1 (Plant 1) : No. 5, Jalan Impian Emas 18, Taman Impian Emas, 81300 Johor.



*Figure 5: JB-P2*

JB-P2 (Plant 2) : No. 5, Jalan Selatan 3, Taman Perindustrian Pulai Ringan, 81300 Johor.

### **Vision**

To be the global market leader and expert in providing Industry 4.0-enabled autonomous mobile robot (AMR) products and solutions.

### **Mission**

To provide high-quality and efficient autonomous mobile robot (AMR) products and solutions to our valued customers.



2.2. Organizational Structure

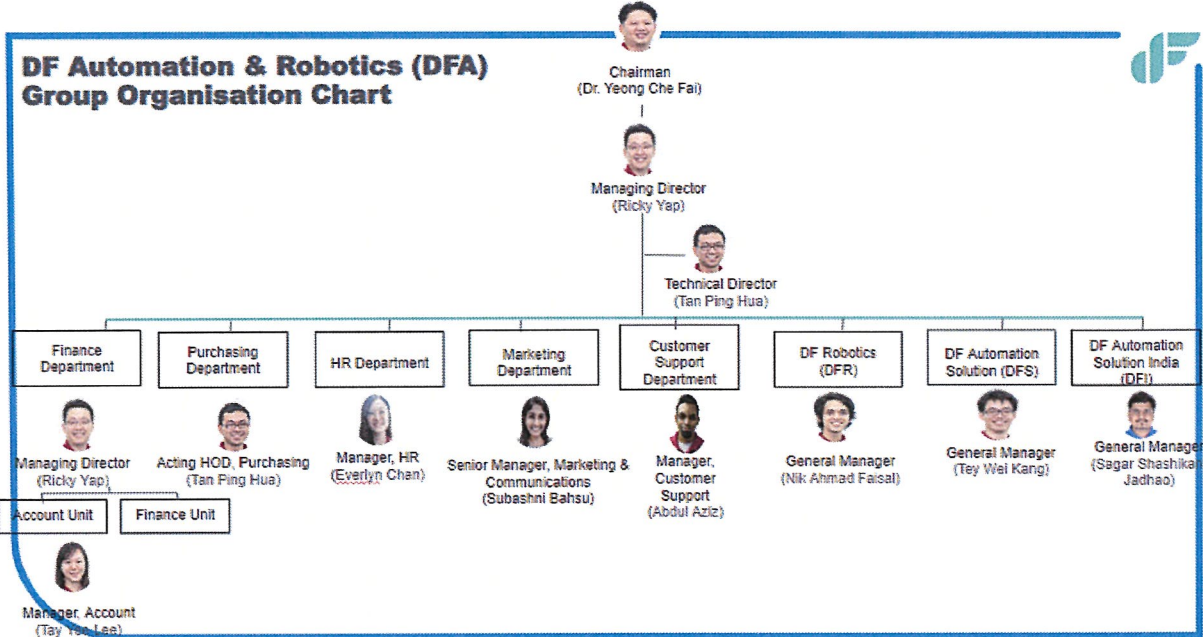


Figure 6: DF's Organizational Chart

### 2.3. Products or Services

There are two series of products that DF Automation & Robotics have produced up until this year which are the Standard Series and the Healthcare Series.



*Figure 7:DF's Products*

In the **Standard Series**, there are a few products known as Zalpha, Qube, Suki, Titan, and Zetha Series. All of these products have different functions and specs. However, the main purpose of all these products is to less the burden on employees where this product will lift all heavy loaded and they can lift up to 2-5 tan loaded at one time.

From this standard product, they also have customized products which they will design based on customer request and suitability. All customized products will be produced by DF Automation Solution Sdn. Bhd (DFS) while the standard product and any new product created will be produced by DF Robotics Sdn. Bhd (DFR).



Figure 8:DF's Product

Next is the **healthcare series** which consists of the Healthcare Delivery Robot, UV Disinfection Robot, Spray Disinfection Robot, and Telepresence Robot. The healthcare series have been helping the Hospital industry during the pandemic COVID-19 especially the healthcare delivery robot which is also known as 'Makcik Kiah'. Makcik Kiah also has been recognized by Dato Khairi Jamaluddin during one of the exhibitions that DF participates in.

DF will produce the product based on the industry or people needs. The healthcare series is one of the examples where during pandemic COVID-19, most of industry especially on manufacturing company they will cut their cost which the standard series of DF that time is not helping the company. Having a committed workers and board of directors, they look this situation as one opportunity where they decide to produce the healthcare series. By producing the healthcare series, DF have survive until now even though after pandemic, the request for healthcare series product decrease, but they have come back to produce the standard series as usual until now because of the industry request for it.

### 3.0 Training's Reflection

*"The expert in anything was once a beginner."* This quote is one of the reflections, from my internship journey. I believe that every successful person begins their journey with zero knowledge and starts as a beginner itself. As an intern student, I describe myself as a beginner who wants to learn and gain new knowledge and experience in the workplace. During these 6 months, I believe that I gained and learned a lot about the corporate world and HR work.

I would like to give a huge appreciation to DF Automation & Robotics for giving me the opportunity to be part of their organization. My internship started on 1st March 2023 and ended on 15th August 2023. Even though I joined this company as an intern, the employees never treated me as an intern, they are very helpful. My working days and hour are just the same as the permanent staff which is the working day is from Monday to Friday, while the working hour is from 8.30 am until 5.30 pm.

In DF, I take part in the Human Resource Department as an intern. My role as an intern here was mainly to support the HR Manager and the HR Executive. The focus task given by my superior is mainly on employee engagement. As for now, I've successfully organized a few events such as Convoy Raya, Virtual Sexual Harassment Talk, Health screening, and Health Awareness Talk, also support in handling a few training projects for all DF employees such as Forklift Training, Soft skills Training, and others. Other than employee engagement and training development, I am also involved in payroll calculation but only in generating the attendance and calculating the staff's total working hours based on the thumbprint system. I also learn on how to do the proper filing as HR have many file to save in softcopy and hardcopy.

The allowance I received per month is RM500. From the beginning, while finding the company for doing my internship was only to learn and gain real experience as a HR. There were other companies that offered the higher allowance, but I chose DF Automation & Robotics because of how I see this company treats their employees. While doing the survey, I can see there are a lot of activities that they do for their employees. Not only that, DF Automation & Robotics is one of technology company that still growing in Malaysia. I believe this company will stay strong and become bigger in the market in future.

## 4.0 SWOT Analysis

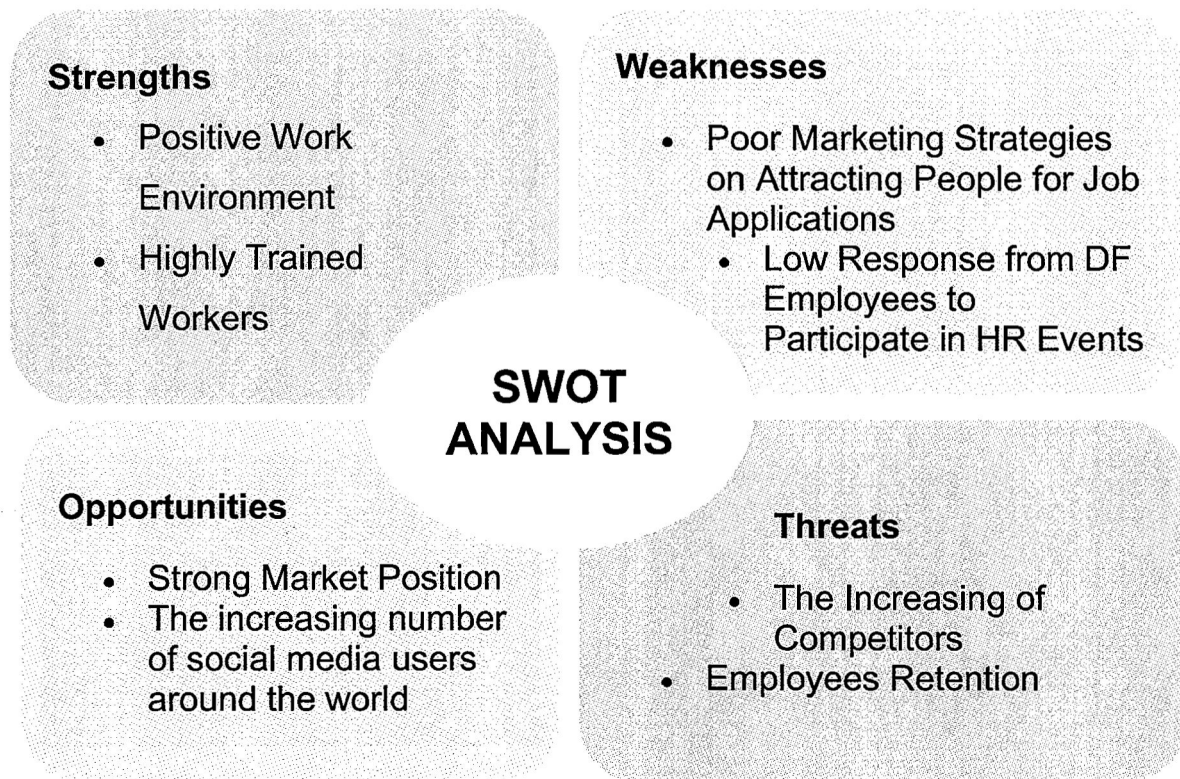


Figure 9: SWOT Analysis

## 5.0 Pestel Analysis

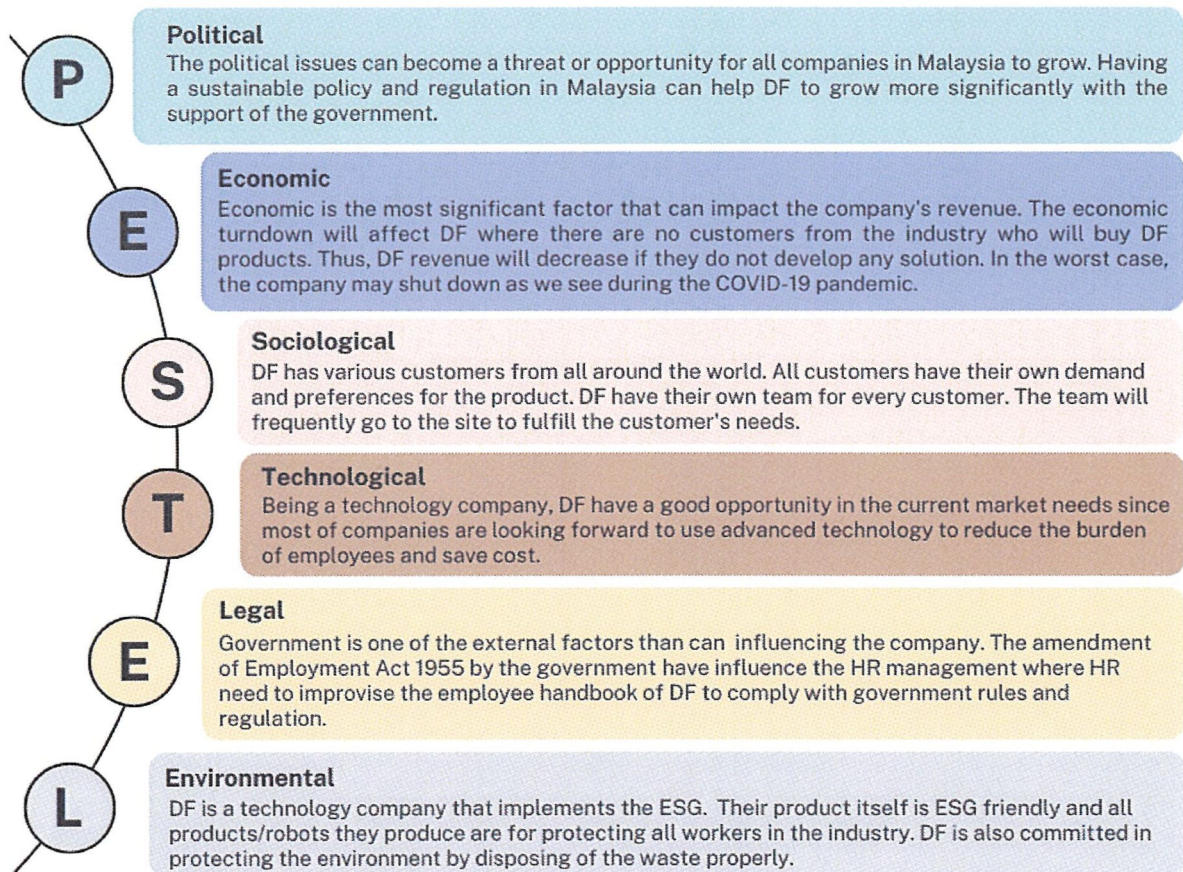


Figure 10: PESTEL Analysis

## **6.0 Discussion**

### **6.1 Strengths**

#### **6.1.1 Positive workplace environment**

According to (Rice, 2021), there are five different generations in the workplace which are traditionalist (1927-1946), Baby boomers (1947-1964), Generation X (1965-1980), Millennials (1981-2000) and Generation Z (2001-2020). As I learned, having a huge gap of generations in one workplace is one of the biggest challenges since every generation have their own characteristics and preferences, which sometimes it is hard to get along with each other. This is why there are few companies that did not have the positive workplace environment. In DF, most of the workers are from Millennials and now Gen Z are slowly increasing, as I observed in DF most of the workers are very humble, and the senior workers was always humble and love to help the juniors and also the interns. There were no toxic seniors or managers. I believe this is one of the important strengths of the company since without a positive workplace, it will give an impact on employees and the impacts will lead to the organization.

#### **6.1.2 Highly Trained Workers**

HR DF Automation & Robotics has come out with yearly planning for all staff, especially regarding the training which is called 'DF Learnathon'. Before the financial year end, HR will do some survey where they will collect the training that interest the employees and the training needed for them which will be discussed with every head of the department. All of the DF staff are really looking forward to receiving much training in order to gain new knowledge and maintain their performance. Not only technical training but soft skill training is also being provided for them. The HR team will engage with the internal trainer, suitable employees, and an external trainer to conduct the event. And of course, the decision for all trainers will be discussed with the head of the department first. HR DF also has set requirements for all employees to sit in the training by calculating hours. For the managerial level, they need to sit in a minimum of 24 hours of training and for non-managerial will be 12 hours. These training hours will be measured and included in every staff performance appraisal.

## **6.2 Weakness**

### **6.2.1 Poor Marketing Strategy for Attracting People to Job Applications**

DF products are not for everyone thus I believe the DF marketing team has done a great job on the marketing strategies regarding the product for targeted demographics. However, when it comes to recruiting candidates, I believe marketing is one of the biggest influences in gaining many potential candidates for job applications. Currently, the social media platform that the DF marketing team focused on is LinkedIn, Youtube, and DF Website. In my opinion, instead of focusing on promoting the product, the DF Marketing team should be focused on people also. It is a good opportunity to promote the work culture in DF using various social media. By promoting the culture in DF, it will attract more candidates and can gain more high-quality candidates. Products are the main revenue for DF, but having a high-quality employee also will give the best result in producing the product and can increase the effectiveness in managing DF.

### **6.2.2 Low Response from DF Employees to Participate in HR Events**

HR DF has organized a lot of events for the employee's benefit. However, as I organized a few events for these few months I've come across the biggest challenge where DF employees hard to cooperate in registration. For every event organized by HR, we will create one Google Form for registration, and employees hard to fill in the form even though they are actually quite supportive to join the event. Only 37% of DF employees will fill in the registration form, while the others will join the event without registering their names. The HR team also will try to persuade all DF employees to join the event by seeking help from all managers in every department.



## **6.3 Opportunities**

### **6.3.1 Strong Market Position**

DF is the first company in Malaysia that produce Automated Guided Vehicle (AGV) also known as Autonomous Mobile Robot (AMR) system which I believe DF has led the market since 2012. Now, DF has slowly grown to become a multinational company with a new opening office in the India branch. I believe this is a huge starting point for DF to expand its business all around the world. The technology industry in the Indian market is in very high demand and they are aggressively fighting with other competitors in the same industry. According to the National Association of Software and Services Companies (NASSCOM), the highest growth rate in technology industry is India by achieving the revenue almost 227 billion in 2021 from 200 billion in 2020 (Sudhir Kesharwani, 2022). Thus, starting a multinational company in India is a high risk but also a very good strategy to increase the DF product values. DF also have a lot of projects in local and oversea. They have their own project team, few project are required for them to do on day basis which they will frequently travel around to meet the customer. Currently the project team will travel to Singapore and Muar in daily basis, and they also travel to Thailand, Malta, and other countries. This shown that DF have strong market position in Malaysia and slowly growing globally.

### **6.3.2 The increasing number of social media users around the world**

According to (Belle Wong, 2023), 4.9 billion, people are using social media around the world this year,2023 and this number will keep increasing year by year. The most famous applications downloaded are Facebook, YouTube, Instagram, and TikTok. Of all 4.9 billion, almost all generation are using those social media especially generation Z (1995-2010). 41% of young jobseekers which is Gen Z prefer to use online method for looking a job by using social media (Karacsony, P., Izsák, T., & Vasa, L, 2020). Social media is the biggest factor to influence jobseekers. Gen Z are searching for a good environment and workplace to start their career and of course, a suitable platform to look for those companies is through online. DF has a positive culture that I believe most of Gen Z would prefer to start kick their career. Therefore, there are a high chance for peoples to recognize DF by promoting DF culture on every social media platform.

## **6.4 Threats**

### **6.4.1 The Increasing of Competitors**

Being the first company in Malaysia that created an Automated Guided Vehicle (AGV) also known as Autonomous Mobile Robot (AMR) system will not always give an advantage to DF Automation & Robotics in the future because as technology keeps growing, the technology companies also keep growing. DF also has many competitors from other multinational companies in Malaysia. According to (Garg, 2023), DF Automation & Robotics has been in the top 1 where the only local company that had created the AGV/AMR system and followed by other multinational companies such as KUKA Robot Automation (Malaysia) Sdn Bhd, Robotclub Malaysia / HongQin Sdn Bhd, Robopreneur Sdn Bhd, Fanuc Mechatronics (Malaysia) Sdn Bhd, Cortex Robotics Sdn. Bhd. and other Automation companies in the list. DF needs to aggressively improve its products following the current needs in order to sustain itself in the industry which I believe in the future will be other local companies will be DF's main competitor.

### **6.4.2 Employees Retention**

After pandemic COVID-19, many companies are affected and face the employee's retention. Almost 150,000 employees lost their jobs during this period because of the company's decision to cut costs which results the higher turnover ratio in 2020. (Ishaq Ibrahim, Kalsom Ali, Walid Abdullah Al-Suraihi, Al-Hussain Abdullah Al-Suraihi, 2021). Not only that, there are few employees also leaving the company especially during the post-pandemic because of few factors such as the influence of reward and compensation (Zainal, N. S., Wider, W., Lajuma, S., Ahmad Khadri, M. W., Taib, N. M., & Joseph, A., 2022). DF have faced this issue where most of employees leaving the company due to the opportunity and got a higher offer from Singapore after government decide to open the Singapore's border. Recovery from pandemic, employees have faces challenges in terms of money and that is the biggest factor they are leaving DF. Due to this, the HR team have did their best in recruiting all employees for the replacement. This is one of the threats for DF to face in future if the economy is affected again.

## 7.0 Recommendation

From the SWOT analysis, I have identified a few recommendations that DF Automation & Robotics can implement in the future. Firstly, increasing the usage of social media. Not only focused on LinkedIn and YouTube, but DF should also try to involve in other social media platforms such as Instagram, Facebook, and TikTok. By promoting the product, DF can also promote their work culture and expose it to the world as nowadays people are seeking a company that has a good relationship with the employees and give many benefits to the employees. Not only that, but DF also can give an awareness to the world of the benefit of having advanced technology in the workplace, especially the benefit of DF products. By aggressively promoting this, I believe it can give a good impact on the recognition of people around the world towards DF.

Next, HR DF needs to have a few initiatives to gain the participation of employees towards HR events. Not only seeking help from the managers only but having a good relationship with the employees can also help to increase the number of participants. Other than that, to increase the number of participants to join the event, DF HR should organize the event that employees are most interested in, such as a Family Trip. Employees are more interested in relaxing events that can escape them for work. However, any event that can give benefits to all employees also can be consider even though most of the employees did not look forward to the event such as free health screening. To increase the registration also, DF HR can provide other rewards for participants that register their name such as the first 10 employees who registered will get a mysterious prize. This way, it will be more attractive and certainly, employees will register their name immediately.

## 8.0 Conclusion

In conclusion, doing my internship for almost 6 months in DF Automation & Robotics really gave me the opportunity to learn many things about corporate work. It is one of the lucky charms of being an intern here because of the good working environment. I believe it's hard to find a good environment with all managers who really love to help the juniors and interns.

With current employees who hardly work to give their best for DF, I believe the company will remain sustainable in the future even they are many challenges and competitors to face in future. The R&D team are also actively exploring new technology to improve the existing product and designing new products. I can see the bigger picture for DF to expand their business wider, now they are still growing, therefore it is very common to find their weaknesses and more opportunity for them to explore in future. By having this SWOT analysis, I hope that it can help the company, especially the HR team, to become more better in future.

As for DF HR team, they are mainly improving. Handling 80 employees is not easy, but if they keep the good relationship with the employees by providing them more benefit and conduct many events for them is one of the strategies to attract the employees to stay with DF and reduce the risk of turnover.

## References

- Belle Wong, J. (2023, May 18). *Top Social Media Statistics And Trends Of 2023*. Retrieved July 29, 2023 from Forbes: <https://www.forbes.com/advisor/business/social-media-statistics/>
- Garg, B. (2023). *Top Robotic companies in Malaysia List 2023 Updated*. Retrieved July 29, 2023 from digitalmarketingdeal: <https://digitalmarketingdeal.com/blog/robotic-companies-in-malaysia/>
- Ishaq Ibrahim, Kalsom Ali, Walid Abdullah Al-Suraihi, Al-Hussain Abdullah Al-Suraihi. (2021). The Impact of COVID-Pandemic and Media on Sustainability and Employee Retention, In Malaysian Industries. *International Journal Management and Human Science (IJMHS)*, 5, 1-6. Retrieved July 30, 2023 from <http://www.ijmhs.org/index.aspx>
- Karacsony, P., Izsák, T., & Vasa, L. (2020). Attitudes of Z Generation to Job Searching Through Social Media. *Economics and Sociology*, 13(4), 227-240. doi:10.14254/2071-789X.2020/13-4/14
- Rice, D. (2021, January 28). *Generations in the Workplace*. Retrieved July 28, 2023 from HR Exchange Network: <https://www.hrexchangenetwork.com/employee-engagement/articles/generations-in-the-workplace#:~:text=At%20present%2C%20the%20five%20generations%20in%20the%20workplace,%E2%80%93%20born%201981-to-2000%20Generation%20Z%20%E2%80%93%20born%202001-to-2020>
- Sudhir Kesharwani. (2022, September 8). *India - Information and Communication Technology*. Retrieved July 28, 2023 from International Trade Administration: <https://www.trade.gov/country-commercial-guides/india-information-and-communication-technology#:~:text=India%20aims%20to%20grow%20the%20ICT%20sector%20to,venue%20in%202021%2C%20from%20%24200%20billion%20in%202020>.
- Zainal, N. S., Wider, W., Lajuma, S., Ahmad Khadri, M. W., Taib, N. M., & Joseph, A. (2022). Employee Retention in the Service Industry in Malaysia. *Frontiers in Sociology*, 7. doi:<https://doi.org/10.3389/fsoc.2022.928951>

Appendices



Figure 11: DF HR Team

| NO | NAMES                                  | BUSINESS UNIT | DEPARTMENT             | DATE   | TOPIC  | ORGANIZER   | INTERNAL | EXTERNAL |
|----|--|---------------|------------------------|--|--|---|----------|----------|
| 1  | NASRUDDIN BIN AMIR                     | DFS           | OBJECT MANAGEMENT OFF  | 04/07/2023 - 05/07/2023<br>10.00 am-5.00 pm  | DF Foundation Training   | Speaker: Muhammad Sofwan Bin Zamri                                      | /        |          |
| 2  | AJVIN KEE                              | DFS           | SALES & APPLICATIONS   |  |  |   |          |          |
| 3  | NAZIEHA FATHINE BINTI RAMLI            | DFR           | QUALITY ASSURANCE      |  |  |   |          |          |
| 4  | MCHD. KHAIRUL WALID AFHAM BIN WAHAB    | DFR           | R&D                    |  |  |   |          |          |
| 5  | RENUGA NAIDU A/P RAINORAN              | DFA           | MARKETING              |  |  |   |          |          |
| NO | NAMES                                  | BUSINESS UNIT | DEPARTMENT             | DATE   | TOPIC  | ORGANIZER   | INTERNAL | EXTERNAL |
| 1  | NURFETRAH BINTI ABDUL AZIZ             | DFS           | OBJECT MANAGEMENT OFF  | 06/07/2023<br>9.00 am -5.00 pm               | Traffic Control & Remote IO Training   | Trainer: Tan Wai Liang  | /        |          |
| 2  | AFIF SHAHWAN BIN ABDUL GHAFAR          | DFS           | OBJECT MANAGEMENT OFF  |  |  |   |          |          |
| 3  | LOH CHOW YEH                           | DFS           | ADVANCED ENGINEERING   |  |  |   |          |          |
| 4  | NASRUDDIN BIN AMIR                     | DFS           | OBJECT MANAGEMENT OFF  |  |  |   |          |          |
| 5  | MCHD ARIFF BIN AMIR ABDULLAH           | DFS           | FIELD APPLICATIONS     |  |  |   |          |          |
| 6  | AFIF SHAMIM BIN ABDUL GHAFAR           | DFS           | FIELD APPLICATIONS     |  |  |   |          |          |
| 7  | DINESH A/L VIJAYAKUMAR                 | DFS           | FIELD APPLICATIONS     |  |  |   |          |          |
| 8  | CHE AZEEZUL BIN CHE AZMI               | DFS           | FIELD APPLICATIONS     |  |  |   |          |          |
| 9  | MUHAMMAD AZAT BIN ABDUL HALIM          | DFS           | FIELD APPLICATIONS     |  |  |   |          |          |
| 10 | NUR SAFIYUDDIN BIN AZIRUDDIN RESSANG   | DFS           | ADVANCED ENGINEERING   |  |  |   |          |          |
| 11 | ONG SOON HOE                           | DFS           | OBJECT MANAGEMENT OFF  |  |  |   |          |          |
| 12 | MUHAMMAD HAZIM BIN MOHD SAKRI (INTERN) | DFS           | ADVANCED ENGINEERING   |  |  |   |          |          |
| NO | NAMES                                  | BUSINESS UNIT | DEPARTMENT             | DATE   | TOPIC  | ORGANIZER   | INTERNAL | EXTERNAL |
| 1  | PATRICK CHIN JUN HUA                   | DFR           | RESEARCH & DEVELOPMENT | 17/11/2023 - 18/11/2023<br>8.00 am - 5.00 pm | AIR 2023: Conference on Artificial Intelligence And Robotics for Industry 4.0 2023 | UTM, Cairo UTM & Malaysian Society for Engineering & Technology (MySet) | /        |          |
| 2  | TAN KUI AN ANDREW                      | DFR           | RESEARCH & DEVELOPMENT |  |  |   |          |          |
| 3  | MUHAMMAD SYAFIQ BIN RAMLI              | DFR           | RESEARCH & DEVELOPMENT |  |  |   |          |          |
| 4  | SUBASHINI A/P BAHSU                    | DFA           | MARKETING              |  |  |   |          |          |

Figure 12: July23 Training List



Figure 13: DF Foundation Training



Figure 14: Forklift Safety Training



*Figure 15: Birthday Celebration & Farewell Session*





Figure 16: DF Y2023 Convoy Raya Poster



Figure 17: DF Y2023 Convoy Raya



Figure 18: Say No to Sexual Harassment in The Workplace: Know Your Right Poster

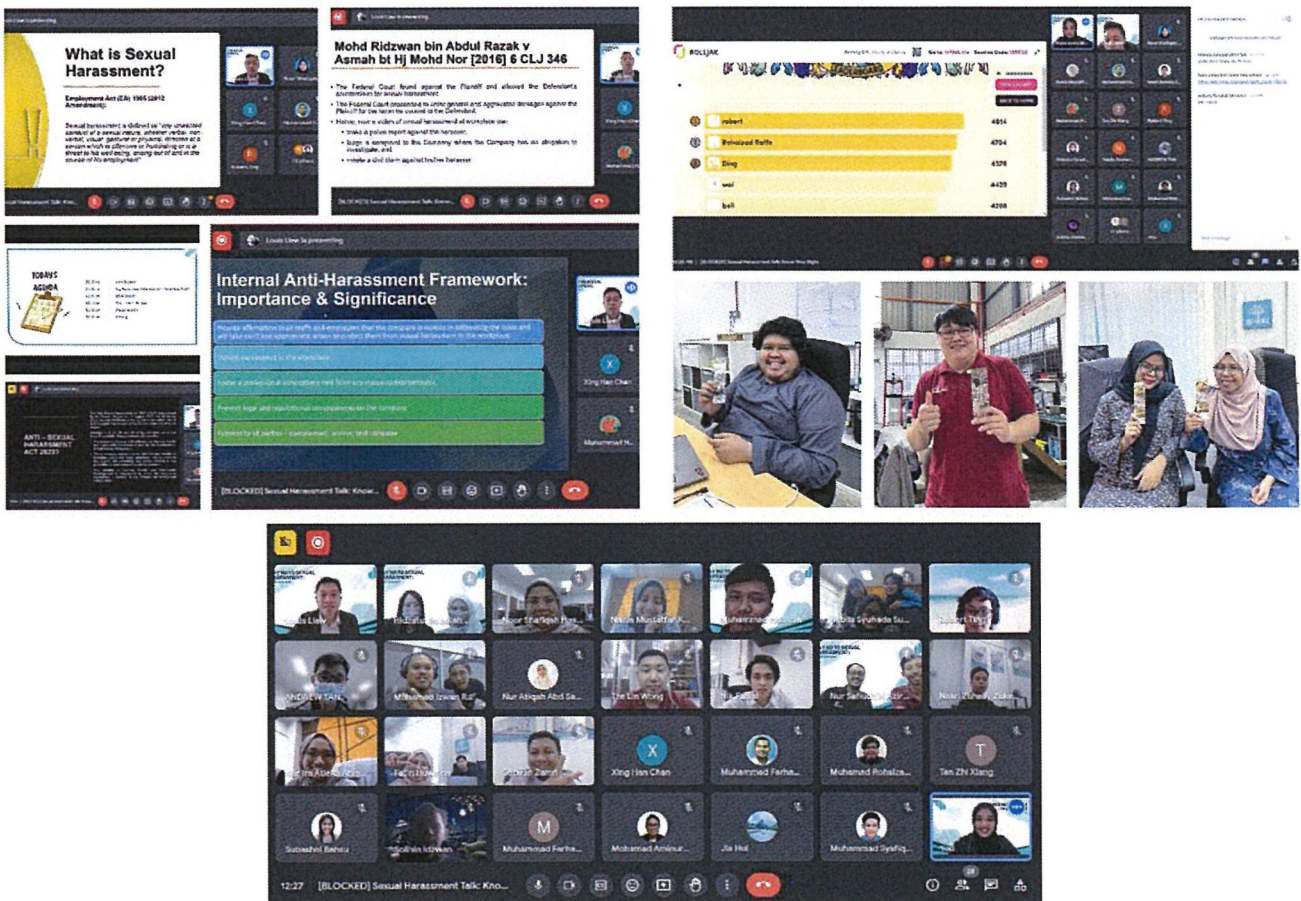


Figure 19: Virtual talk on topic Say No to Sexual Harassment in The Workplace: Know Your Right



Figure 20: Free Health Screening & Health Awareness Talk



Figure 21: Preparation for DF New Logo Launch & Titan Launch



Figure 22: Being part as a Committee for DF New Logo Launch & Titan Launch



Figure 23: Super Intern Session with DF Chairman's (Dr. Yeong)

| No | Position                                    | BU  | Success Hired (HR) | Turnaround | PIC     |
|----|---|-----|--------------------|------------|---------|
| 24 | Assistant Engineer, Mechanical Applications | DFS | 11/6/2023          | >1M        | Mira    |
| 28 | Officer, Expeditor                          | DFS |                    |            | Zatul   |
| 35 | Engineer, Project Management                | DFS | 26/5/2023          | >1M        | Everlyn |
| 36 | Engineer, Field Applications                | DFS |                    | >1M        | Zatul   |
| 37 | Engineer, Sales & Applications              | DFS |                    |            | Everlyn |
| 39 | Assistant Engineer, Mechanical Design       | DFR | 16/6/2023          | >1M        | Mira    |
| 40 | Technician, Quality Check                   | DFR | 2/6/2023           | <1M        | Mira    |
| 41 | Executive, Marketing & Communications       | DFR | 14/7/2023          | >1M        | Mira    |
| 42 | Executive, Human Resource                   | DFA | 13/6/2023          | <1M        | Everlyn |
| 43 | Senior Executive, Finance                   | DFA | 19/6/2023          | <1M        | Everlyn |
| 44 | Executive, Accounts                         | DFA |                    |            | Everlyn |
| 45 | Executive, Human Resource                   | DFA | 5/7/2023           |            | Everlyn |
| 46 | Manager, Human Resource                     | DFA | 21/7/2023          | <1M        | Everlyn |
| 47 | Assistant Engineer, Mechanical Design       | DFS |                    |            | Mira    |
| 48 | Assistant Engineer, Field Applications      | DFS |                    |            | Mira    |
| 49 | Engineer, Field Applications                | DFS |                    |            | Mira    |

Figure 24: Recruitment List