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**DETERMINING THE AWARENESS LEVEL ON CAUSES OF ACCIDENTS
AND DISEASES IN SELECTED SECONDARY SCHOOLS IN SABAK BERNAM
SELANGOR**

By

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(Occupational Safety and Health Management)**



Othman Yeop Abdullah
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ABSTRACT

Recently, many accidents and diseases occurred in educational institutions in Malaysia that involving teachers, staff and students. Most of government organizations and public services do not have a competent person of occupational safety and health to manage and monitor OSH issues in their premises and activities.. Hence this quantitative study was conducted to identify the awareness level on causes of accidents and diseases among employees in selected secondary schools in Sabak Bernam Selangor. Moreover, the objective of this study is to investigate the relationship between three factors (human, behaviour and environment) and the awareness level on cause of accidents and diseases. In addition, the instruments that distributed to the 221 employees in selected schools are self-reported questionnaires by using the quota stratified sampling. Most of the respondents are teachers, general and technical employees as well as administration employees involved in data collection that conducted in May until June 2017. The SPSS version 20.0 was used to analyze descriptive, Pearson Correlation and Multiple Linear Regression analysis to fulfill the research objectives. The awareness level are high with approximately $M=4.06$. Furthermore the most significant relationship among three factors is environment ($r=0.347$) while the human and behaviour factors are $r=0.297$ and $r=0.300$ respectively. These three relationships are positive significant with 0.000 less than $p\text{-value}<0.01$. Result from the analysis conducted by multiple linear regression, the environment factors has high relationship with the dependent variables of the high beta ($\beta=0.228$ $p=0.01$). As a nutshell, the awareness level should be identifying with other factors that potential to improve the OSH issue in the educational institutions in Malaysia. Besides that, the improvement through OSH training and program and enforcement of OSH Act 1994 in public sector must be implement for the safety and health of young generation.

Keywords: Human, Behaviour, Environment, Awareness Level, Accidents, Diseases

ABSTRAK

Kebelakangan ini, banyak kemalangan dan penyakit yang berlaku di institusi pendidikan di Malaysia yang melibatkan guru, staf dan pelajar. Kebanyakan agensi kerajaan dan perkhidmatan awam tidak mempunyai orang yang kompeten dalam keselamatan dan kesihatan pekerjaan bagi menguruskan dan memantau isu KKP di dalam premis dan aktiviti mereka. Oleh itu, kajian kuantitatif ini dijalankan untuk mengenalpasti tahap kesedaran terhadap penyebab kemalangan dan penyakit dalam kalangan pekerja di sekolah menengah yang terpilih di Sabak Bernam Selangor. Tambahan lagi, objektif kajian adalah untuk mengkaji hubungan antara tiga faktor (manusia, tingkah laku dan alam sekitar) dan tahap kesedaran terhadap penyebab kemalangan dan penyakit. Seterusnya, instrumen yang digunakan kepada 221 pekerja di sekolah yang terpilih adalah soal selidik dengan menggunakan persampelan kuota berstrata. Kebanyakan responden adalah guru, pekerja am dan teknikal serta pekerja pentadbiran yang terlibat semasa pengumpulan data pada bulan Mei hingga Jun 2017. Perisian SPSS versi 20.0 telah digunakan untuk menganalisa data menggunakan analisis deskriptif, Korelasi Pearson dan Regresi Pelbagai untuk memenuhi objektif kajian. Tahap kesedaran terhadap penyebab kemalangan dan penyakit adalah tinggi dengan nilai min 4.06. Di samping itu hubungan yang paling kuat diantara tiga faktor tidak bersandar adalah alam sekitar ($r=0.347$) manakala faktor manusia dan tingkah laku adalah $r=0.297$ dan $r=0.300$. Ketiga-tiga hubungan ini mempunyai signifikan dengan nilai 0.000 kurang daripada nilai p iaitu 0.01. Keputusan dari analisis yang dijalankan oleh regresi pelbagai mendapati faktor alam sekitar mempunyai hubungan yang kuat dalam menunjukkan hubungan tahap kesedaran dengan nilai beta yang tinggi iaitu ($\beta = 0.228$, $p = 0.01$). Secara ringkasnya, tahap kesedaran terhadap punca kemalangan dan penyakit perlu mengenalpasti faktor-faktor lain yang lebih berpotensi untuk memperbaiki isu OSH di institusi pendidikan di Malaysia. Selain itu, langkah peningkatan melalui latihan dan program OSH serta penguatkuasaan Akta KKP 1994 di sektor awam mesti dilaksanakan untuk keselamatan dan kesihatan generasi muda.

Kata Kunci: Manusia, Tingkah laku, Alam sekitar, Tahap Kesedaran, Kemalangan, Penyakit

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LIST OF ABBREVIATION

ABC	Antecedent, Behaviour and Consequences
ATAH	Akademik Tahfiz Al-Hidayah
BBS	Behavior Based Safety
BOMBA	Fire and Rescue Department
EQA	Environment Quality Act
HIRARC	Hazards Identification, Risk Assessment and Risk Control
JKR	<i>Jabatan Kerja Raya</i>
JPN	<i>Jabatan Pendidikan Negeri</i>
JPS	<i>Jabatan Pendidikan Selangor</i>
KKP	<i>Keselamatan dan Kesihatan Pekerjaan</i>
KPM	<i>Kementerian Pendidikan Malaysia</i>
MIROS	Malaysia Institute of Road Safety Research
MOE	Ministry of Education
MOH	Ministry of Health
NIOSH	National Institute of Occupational Safety and Health
OSH	Occupational Safety and Health
OSH-MS	OSH Management System
PIBG	<i>Persatuan Iubapa dan Guru</i>
PPD	<i>Pejabat Pendidikan Daerah</i>
PPE	Personal Protective Equipment
PPE	Personal Protective Equipment
RO	Research Objectives

RQ	Research Questions
SABK	<i>Sekolah Agama Bantuan Kerajaan</i>
SBP	<i>Sekolah Berasrama Penuh</i>
SEMSAS	Sekolah Menengah Sains Sultan Haji Ahmad Shah
SJK (T)	<i>Sekolah Jenis Kebangsaan Tamil</i>
SJK(C)	<i>Sekolah Jenis Kebangsaan Cina</i>
SK	<i>Sekolah Kebangsaan</i>
SM	<i>Sekolah Menengah</i>
SMA	SMK Munshi Abdullah
SMK	<i>Sekolah Menengah Kebangsaan</i>
SMKA	<i>Sekolah Menengah Kebangsaan Agama</i>
SMT	<i>Sekolah Menengah Teknik</i>
SOP	Safe Operating Procedures
SPSS	Statistical Package for Social Science
SR	<i>Sekolah Rendah</i>
SRA	<i>Sekolah Rendah Agama</i>
SSB	SMK Seri Bedena
SUA	SMK Ungku Aziz
TUDM	<i>Tentera Udara Diraja Malaysia</i>
UMP	Universiti Malaysia Pahang
UNESCO	United Nations Educational, Scientific and Cultural Organization
UUM	Universiti Utara Malaysia

CHAPTER 1

INTRODUCTION

1.1 Introduction

This chapter discusses about the background of study, problem statement, research questions and objectives, scope and limitations of study. Besides that, the significant of study, definition of key terms and organization of thesis also are explained in this chapter.

1.2 Background of Study

Malaysia is one of the developing countries in the world that is highly committed in providing education to all level of community. The education system in Malaysia was formally setup in 1955 that was helmed by Tun Abdul Razak who was the Minister of Education (MOE) under the country's first cabinet. The history of education system in Malaysia can be summarized in **Figure 1.1**. This figure reflects the improvement and development that were done on the education system.

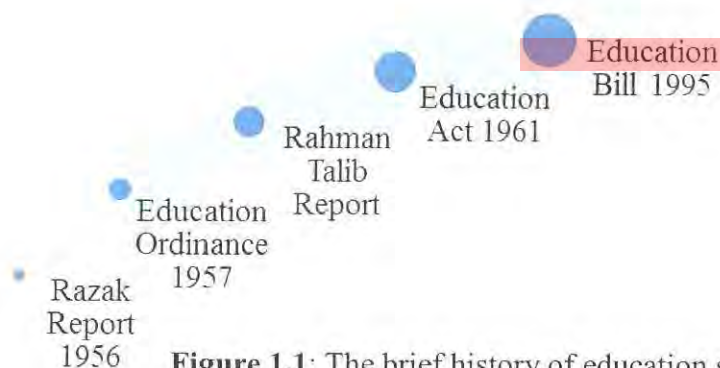


Figure 1.1: The brief history of education system in Malaysia (Malaysia Ministry of Education Website, 2016)

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APPENDIX A

**GANTT CHART OF DETERMINING THE AWARENESS LEVEL ON CAUSE OF ACCIDENTS AND DISEASES IN SELECTED
SECONDARY SCHOOLS IN SABAK BERNAM SELANGOR**

TASK	FEBRUARY 2017				MARCH 2017				APRIL 2017				MAY 2017				JUNE 2017				JULY 2017				AUGUST 2017							
	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W				
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Gathering information	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Drafting the proposal (Chapter 1-3)	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Approach, meet and discussing the SV	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
Consulting and writing the proposal	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Submitting the proposal to UUMKL and MOE	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Receiving the research approval letter	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Collecting data	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Analyzing the data	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Drafting the research paper (Chapter 1-5)	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Consulting and writing the research paper	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Preparing the VIVA presentation	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Presenting the VIVA	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done
Submitting the final research paper	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done	Done

 Done
 Plan



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APPENDIX B

DETERMINING THE AWARENESS LEVEL ON CAUSES OF ACCIDENTS AND DISEASES IN SELECTED SECONDARY SCHOOLS IN SABAK BERNAM, SELANGOR

*KAJIAN BAGI MENENTUKAN TAHAP KESEDARAN
TERHADAP PENYEBAB KEMALANGAN DAN PENYAKIT DI
SEKOLAH MENENGAH YANG TERPILIH DI SABAK BERNAM,
SELANGOR*

EXECUTIVE SUMMARY

The purpose of this questionnaire that distribute to the employees working in the secondary schools in Sabak Bernam, Selangor is to determine the awareness level on cause of accidents and diseases among them. The information collected from this questionnaires distribution can be used to identify the most significance factors that contribute to the accidents and diseases such as human, behaviour and environment and awareness level on cause of accidents and diseases in secondary schools in Sabak Bernam, Selangor. The questionnaires output also give benefits to the government authorities such as Malaysia Ministry of Education (MOE), *Jabatan Pendidikan Selangor* (JPS), *Pejabat Pendidikan Daerah* (PPD) Sabak Bernam and others as it gives the updated information on awareness level in schools as a baseline data to take further action in order to improve the safety performance as well as to reduce the accidents and diseases statistics in education institutions in Malaysia. Lastly, the collected data can be used for reference for anyone who interested to study this topic.

Thank you

RINGKASAN EKSEKUTIF

*Tujuan soal selidik ini diedarkan kepada orang yang bekerja di sekolah menengah di Sabak Bernam Selangor adalah untuk menentukan tahap kesedaran terhadap penyebab kemalangan dan penyakit dalam kalangan mereka. Maklumat yang dikumpul daripada pendedaran soal selidik ini boleh digunakan untuk mengenalpasti kepentingan faktor yang menyebabkan kemalangan dan penyakit seperti manusia, tingkahlaku dan persekitaran dan tahap kesedaran terhadap penyebab kemalangan dan penyakit di sekolah-sekolah tersebut. Maklumat yang dikumpul juga memberi manfaat kepada agensi-agensi kerajaan yang berkaitan seperti Kementerian Pendidikan Malaysia (KPM), *Jabatan Pendidikan Selangor* (JPS), *Pejabat Pendidikan Daerah* (PPD) Sabak Bernam, dan lain-lain kerana ia memberi maklumat terkini mengenai tahap kesedaran tersebut di sekolah sebagai asas tindakan selanjutnya bagi meningkatkan prestasi keselamatan dan juga untuk mengurangkan statistik kemalangan dan penyakit di institusi pendidikan. Akhir sekali, data yang dikumpul boleh digunakan untuk rujukan untuk sesiapa sahaja yang berminat untuk mengkaji topik ini.*

Terima kasih

INSTRUCTIONS: This questionnaire consists of eight (8) pages. Please read the questions carefully before answering them.

ARAHAN: Soal selidik ini terdiri daripada lapan (8) muka surat . Sila baca soalan dengan teliti sebelum menjawab.

SECTION A: RESPONDENT INFORMATION
SEKSYEN A: MAKLUMAT RESPONDEN
(Objective: To identify the socio-demographic of employees)

Instruction: Please choose one for the answer for each question by (X) the chosen answers

Arahan: Sila pilih satu jawapan sahaja bagi setiap soalan dengan (X) jawapan pilihan.

1. Age/Umur:

- 20 years old and below /20 tahun dan ke bawah
- 21-30 years old /20-30 tahun
- 31-40 years old /30-40 tahun
- 41-50 years old /40-50 tahun
- 51 years old and above /51 tahun dan ke atas

2. Gender/Jantina:

- Male/Lelaki
- Female/Perempuan

3. Education level/Tahap pendidikan

- PMR/SPM/STPM/STAM
- Diploma, Certificate /Diploma, Sijil
- Degree/Ijazah Sarjana Muda
- Master Degree /Ijazah Sarjana
- Doctor of Philosophy (PHD)/Ijazah Kedoktoran

4. Type of designation/Jenis pekerjaan

- General and technical employee/ Pekerja am dan teknikal
- Administration employee/ Pekerja pentadbiran
- Teacher /Guru

5. Period of working experiences/Tempoh pengalaman bekerja

- Less than one year /Kurang dari setahun
- 1-5 years /1-5 tahun
- 6-10 years /6-10 tahun
- Over 10 years /Lebih 10 tahun

SECTION B: SCHOOL INFORMATION
SEKSYEN A: MAKLUMAT SEKOLAH
(Objective: To identify the information that related to the school)

Instruction: Please choose one for the answer for each question by (X) the chosen answers

Arahan: Sila pilih satu jawapan sahaja bagi setiap soalan dengan (X) jawapan pilihan.

1. Name of school/Nama sekolah

- SMK Ungku Aziz
- SMK Munshi Abdullah
- SMK Sungai Besar
- SMK Seri Bedena

2. Total population in school/ Jumlah populasi di sekolah

- Less than 500 people /kurang dari 500 orang
- 501-700 people/501-700 orang
- 701-900 people/701-900 orang
- More than 901 people/lebih dari 901 orang

**3. Number of accidents and/or disease which occurred in your school/
Bilangan kemalangan dan/atau penyakit yang telah berlaku di sekolah anda.**

- Never/Tidak pernah
- Less than 5 times/Kurang dari 5 kali
- 6-10 times/6-10 kali
- More than 10 times/Lebih dari 10 kali

4. Type of hazard prone/Jenis bahaya yang kerap terdedah di sekolah

- Physical/Fizikal
- Biological/Biologikal
- Chemical/Kimia
- Ergonomic/Ergonomik
- Psychosocial/Psikososial

SECTION C: BBS FACTORS
SEKSYEN C: FAKTOR BBS
(Objective: To identify the BBS factors)

Instruction: Please choose one for the answer for each question by give the appropriate score

Arahan: Sila pilih satu untuk jawapan untuk setiap soalan dengan memberikan nilai yang sesuai

SCORE/SKOR	DESCRIPTION/KETERANGAN
1	Poor/Tidak Tahu
2	Intermediate/ Kurang Tahu
3	Moderate/ Sederhana Tahu
4	Good/ Tahu
5	Excellent/ Sangat Tahu

HUMAN/MANUSIA		
NO	ITEM/PERKARA	SCORE/ SKOR
1.	Comply the safety operating procedure / <i>Mematuhi prosidur kerja selamat</i>	
2.	Identify hazards in the workplace / <i>Mengenalpasti bahaya yang terdapat di tempat kerja</i>	
3.	Comply the employer's instructions that related to OSH/ <i>Mematuhi arahan majikan yang berkaitan dengan KKP</i>	
4.	Participate in OSH training provided by employer / <i>Menghadiri latihan KKP yang disediakan oleh majikan</i>	
5.	Conduct the continuous medical surveillance / <i>Melakukan pengawasan perubatan yang berterusan</i>	
6.	Formulate the OSH policy / <i>Menggubal dasar KKP</i>	
7.	Establish the OSH committee in workplace / <i>Menubuhkan Jawatankuasa KKP di tempat kerja</i>	
8.	Participate in OSH programme organised by employer/ <i>Menghadiri aktiviti KKP yang dijalankan oleh majikan</i>	
9.	Ensure the competent person are conduct the high risk task/ <i>Memastikan pekerja yang mahir menjalankan tugas yang berisiko tinggi</i>	
10.	Ensure all employees are fit to work/ <i>Memastikan semua pekerja layak untuk bekerja</i>	
11.	Formulate the OSH objectives in workplace/ <i>Menggubal objektif KKP di tempat kerja</i>	

BEHAVIOUR/TINGKAHLAKU		
NO	ITEM/PERKARA	SCORE/ SKOR
12.	Report any unsafe act even without any incentive/ <i>Melaporkan sebarang tindakan tidak selamat walaupun tanpa insentif</i>	
13.	Report any unsafe condition even without any incentive / <i>Melaporkan sebarang keadaan tidak selamat walaupun tanpa insentif</i>	
14.	Provide rewards for any OSH improvement and development / <i>Memberi penghargaan bagi setiap peningkatan dan pembangunan KKP</i>	
15.	Advise other employees regarding unsafe act and condition in workplace/ <i>Menasihati pekerja lain mengenai tindakan dan keadaan tidak selamat di tempat kerja</i>	
16.	Guide other employees towards OSH improvement/ <i>Membimbing pekerja lain ke arah peningkatan KKP</i>	
17.	Implement the effective communication in managing OSH issues/ <i>Melaksanakan komunikasi yang efektif dalam menangani isu KKP</i>	
18.	Comply the current OSH legislation/ <i>Mematuhi perundangan KKP yang terkini</i>	

ENVIRONMENT/PERSEKITARAN		
NO	ITEM/PERKARA	SCORE/ SKOR
19.	Conduct the outdoor activities during good weather/ <i>Menjalankan aktiviti luar kelas ketika cuaca baik</i>	
20.	Use the optimum lighting during indoor activities/ <i>Menggunakan cahaya yang optimum semasa aktiviti dalam kelas</i>	
21.	Exposed with dusty condition/ <i>Terdedah dengan keadaan yang berhabuk</i>	
22.	Exposed with high noise area/ <i>Terdedah dengan keadaan yang bising</i>	
23.	Implement the good housekeeping/ <i>Mengamalkan amalan pengemasan yang baik</i>	
24.	Repair or replace any damages and faulty equipment and facilities immediately/ <i>Baiki atau tukar sebarang kerosakan alatan dan kemudahan dengan segera</i>	
25.	Provide the clean and hygiene washroom and canteen/ <i>Menyediakan bilik air dan kantin yang bersih dan higien</i>	

SECTION D: ACCIDENTS, DISEASE AND COMPETITIVENESS FACTORS
SEKSYEN D: KEMALANGAN, PENYAKIT DAN FAKTOR DAYA SAING
(Objective: To identify the causes of accident, disease and competitiveness factors)

Instruction: Please choose one for the answer for each question by give the appropriate score

Arahan: Sila pilih satu untuk jawapan untuk setiap soalan dengan memberikan nilai yang sesuai

SCORE/SKOR	DESCRIPTION/KETERANGAN
1	Highly Disagree/Sangat Tidak Setuju
2	Disagree/Tidak Setuju
3	Uncertain/Tidak Pasti
4	Agree/Setuju
5	Highly Agree/Sangat Setuju

NO.	CAUSE OF ACCIDENTS/PUNCA KEMALANGAN	SCORE/SKOR
26.	The accidents are increase when employers and employees ignore responsibility and accountability for the OSH/ <i>Kemalangan meningkat apabila majikan dan pekerja mengabaikan tanggungjawab dan akauntabiliti terhadap KKP.</i>	
27.	The accidents are increase when the facilities and safety protection system are not maintain and handle properly/ <i>Kemalangan meningkat apabila kemudahan yang ada serta sistem perlindungan keselamatan tidak diselenggara dan dikendalikan dengan baik</i>	
28.	The accidents are increase when there are no sufficient safety tools / <i>Kemalangan meningkat apabila tiada perkiraan keselamatan yang mencukupi.</i>	
29.	The accidents are increase when the working environment is not conducive/ <i>Kemalangan meningkat apabila persekitaran kerja yang tidak kondusif</i>	
30.	The accidents are increase when the OSH budget allocation is not sufficient/ <i>Kemalangan meningkat apabila peruntukan bajet KKP tidak mencukupi.</i>	

NO.	CAUSE OF DISEASES/ <i>PUNCA PENYAKIT</i>	SCORE/ SKOR
31.	The diseases are cause when employers and employees ignore responsibility and accountability for the OSH / <i>Penyakit berlaku apabila apabila majikan dan pekerja mengabaikan tanggungjawab dan akauntabiliti terhadap KKP</i>	
32.	The diseases are cause when the facilities and safety protection system are not maintain and handle properly/ <i>Penyakit berlaku apabila kemudahan yang ada serta sistem perlindungan keselamatan tidak diselenggara dan dikendalikan dengan baik</i>	
33.	The diseases are cause when there are no sufficient safety tools/ <i>Penyakit berlaku apabila apabila tiada perkiraan keselamatan yang mencukupi.</i>	
34.	The diseases are cause when the working environment is not conducive/ <i>Penyakit berlaku apabila persekitaran kerja yang tidak kondusif</i>	
35.	The diseases are cause when the OSH budget allocation is not sufficient/ <i>Penyakit berlaku apabila peruntukan bajet KKP tidak mencukupi.</i>	



Thank You
 Terima Kasih

 Universiti Utara Malaysia

APPENDIX C



KEMENTERIAN PENDIDIKAN MALAYSIA
MINISTRY OF EDUCATION MALAYSIA
BAHAGIAN PERANCANGAN DAN PENYELIDIKAN DASAR PENDIDIKAN
EDUCATIONAL PLANNING AND RESEARCH DIVISION
ARAS 1-4, BLOK E8
KOMPLEKS KERAJAAN PARCEL E
PUSAT Pentadbiran Kerajaan Persekutuan
62604 PUTRAJAYA



KEMENTERIAN
PENDIDIKAN
MALAYSIA

Telefon : 03-8884 6500
Faks : 03-8884 6439
Laman Web : www.moe.gov.my

Ruj. Kami KPM 600-3/2/3 Jld 71 (72)

Tankh 21 April 2017

Rohayu binti Ahmmad Romzay

No 10 Jalan 8 Taman Muhibah
45200 Sabak Bernam
Selangor

Tuan,

KELULUSAN UNTUK MENJALANKAN KAJIAN DI SEKOLAH, INSTITUT PENDIDIKAN GURU, JABATAN PENDIDIKAN NEGERI DAN BAHAGIAN DI BAWAH KEMENTERIAN PENDIDIKAN MALAYSIA

Perkara di atas adalah dirujuk.

2. Sukacita dimaklumkan bahawa permohonan tuan untuk menjalankan kajian seperti di bawah telah diluluskan.

"Determining The Awareness Level of Behaviour Based Safety (BBS) in Selected Secondary School in Sabak Bernam Selangor"

3. Kelulusan ini adalah berdasarkan kepada kertas cadangan penyelidikan dan instrumen kajian yang dikemukakan oleh tuan kepada Bahagian ini. Walau bagaimanapun kelulusan ini bergantung kepada kebenaran Jabatan Pendidikan Negeri dan Pengetua / Guru Besar yang berkenaan.

4. Surat kelulusan ini sah digunakan bermula dari **09 Mei 2017 hingga 31 Oktober 2017**.

5. Tuan juga mesti menyerahkan senaskhah laporan akhir kajian dalam bentuk *hardcopy* bersama salinan *softcopy* berformat Pdf di dalam CD kepada Bahagian ini. Tuan diingatkan supaya mendapat kebenaran terlebih dahulu daripada Bahagian ini sekiranya sebahagian atau sepenuhnya dapatan kajian tersebut hendak dibentangkan di mana-mana forum, seminar atau diumumkan kepada media massa.

Sekian untuk makluman dan tindakan tuan selanjutnya. Terima kasih.

"BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,

(DR ROSLI BIN ISMAIL)

Ketua Sektor
Sektor Penyelidikan dan Penilaian
b.p Pengarah
Bahagian Perancangan dan Penyelidikan Dasar Pendidikan
Kementerian Pendidikan Malaysia



CERTIFIED TO ISO 9001:2008
CERT. NO. AR 3144

APPENDIX D



JABATAN PENDIDIKAN SELANGOR
Jalan Jambu Bol 4/3E, Seksyen 4,
40604 SHAH ALAM
SELANGOR DARUL EHSAN,
MALAYSIA



Tel : 03 - 5518 6500
Faks : 03 - 5510 2133
Laman Web : <http://jpnselangor.moe.gov.my>

Rujukan Kami : JPNS,PPN 600-1/49 JLD.71(B)
Tarikh : 19/05/2017

ROHAYU BINTI AHMMAD ROMZAY
NO.10, JALAN 8 TAMAN MUHIBAH
45200 SABAK BERNAM
SELANGOR

Tuan,

**"DETERMINING THE AWARENESS LEVEL OF BEHAVIOUR BASED SAFETY (BBS) IN SELECTED
SECONDARY SCHOOL IN SABAK BERNAM SELANGOR"**

Perkara di atas dengan segala hormatnya dirujuk.

2. Jabatan ini tiada halangan untuk pihak tuan menjalankan kajian/penyelidikan tersebut di sekolah-sekolah dalam Negeri Selangor seperti yang dinyatakan dalam surat permohonan.
3. Pihak tuan diingatkan agar mendapat persetujuan daripada Pengetua/Guru Besar supaya beliau dapat bekerjasama dan seterusnya memastikan bahawa penyelidikan dijalankan hanya bertujuan seperti yang dipohon. Kajian/Penyelidikan yang dijalankan juga tidak mengganggu perjalanan sekolah serta tiada sebarang unsur paksaan.
4. Surat kelulusan ini sah digunakan bermula dari 09 Mei 2017 hingga 31 Oktober 2017.
5. Tuan juga diminta menghantar senaskah hasil kajian ke Unit Perhubungan dan Pendaftaran Jabatan Pendidikan Selangor sebaik selesai penyelidikan/kajian.

Sekian, terima kasih.

"BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,

(NOR FARIDAH BINTI A. BAKAR)
Penolong Pendaftar Institusi Pendidikan dan Guru
Jabatan Pendidikan Selangor
b.p. Ketua Pendaftar Institusi Pendidikan dan Guru
Kementerian Pendidikan Malaysia

s.k: - Fail

"Jabatan Pendidikan Selangor Terbilang"



Certified in 2014/2015
Cat No. 42/117

Certified in 2014/2015
Cat No. 42/117

Certified in 2014/2015
Cat No. 42/117

APPENDIX E



PEJABAT PENDIDIKAN DAERAH SABAK BERNAM
LOT 25 & 27, JALAN BESAR
45200 SABAK BERNAM
SELANGOR DARUL EHSAN



Tel : 03-32162079
Faks : 03-32162093
Web : <http://www.moe.gov.my/ppdsbernam>



"1 MALAYSIA – RAKYAT DIDAHULUKAN PENCAPAIAN DIUTAMAKAN"

Ruj. Tuan :
Ruj.Kami : PPDSB.PPN 100-2/2/26 Jld. 2 (45)
Tarikh : 02.06.2017

ROHAYU BINTI AHMMAD ROMZAY,
No. 10 Jalan 8, Taman Muhibbah,
45200 Sabak Bernam,
Selangor Darul Ehsan.

Tuan,

KEBENARAN DAN KELULUSAN MENJALANKAN KAJIAN

Perkara tersebut di atas adalah dirujuki.

2. Sukacita dimaklumkan bahawa Pejabat Pendidikan Daerah Sabak Bernam ambil maklum dan tiada halangan untuk pihak tuan menjalankan kajian bertajuk :

*"Determining the Awareness Level of Behaviour Based Safety (BBS)
In Selected Secondary School in Sabak Bernam, Selangor"*

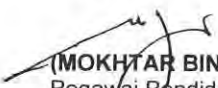
3. Sehubungan dengan itu, tuan adalah dikehendaki mematuhi syarat seperti yang terkandung dalam surat seperti berikut :

- 3.1. Surat dari BPPDP, KPM (No. Rujukan : KPM.600-3/2/3 Jld. 43 (95) bertarikh 21 April 2017 dan
- 3.2. Surat dari Jabatan Pendidikan Selangor (No. Rujukan : JPNS.PPN 600-1/49 Jld. 71 (8) bertarikh 19 Mei 2017.
4. Surat kelulusan ini sah digunakan bermula dari 09 Mei 2017 hingga 31 Oktober 2017.
5. Sebarang pertanyaan berkaitan perkara di atas, sila berhubung terus dengan Encik Mohamad Zaidi bin Selamat (Penolong PPD Perhubungan dan Pendaftaran) di talian 03-32162541 pada waktu pejabat.

Sekian untuk makluman dan tindakan tuan selanjutnya.
Terima kasih.

" BERKHIDMAT UNTUK NEGARA "
" BERKUALITI DAN UNGGUL "

Saya yang menurut perintah,


(MOKHTAR BIN MANIJO)
Pegawai Pendidikan Daerah,
Pejabat Pendidikan Daerah Sabak Bernam,
Selangor Darul Ehsan.

"BERKUALITI DAN UNGGUL"



APPENDIX F



UUM KUALA LUMPUR
Universiti Utara Malaysia
41-3, Jalan Raja Muda Abdul Aziz
50300 KUALA LUMPUR
MALAYSIA



Tel 603-2610 3000
Faks (Fax) 603-2694 9228
Laman Web (Web) <http://uumkl.uum.edu.my>

"MUAFAKAT KEDAH"

Our Ref : UUM/UUMKL/P-39/133

Date : 5th March 2017

TO WHOM IT MAY CONCERN

COLLECTION OF DATA FOR RESEARCH PURPOSES

We are pleased to inform you that the following individual is UUM Kuala Lumpur student who is presently pursuing his Master of Science (Occupational Safety and Health Management). She is required to collect data from your organization as a requirement for BPMZ69912 Research Paper courses that she is pursuing this semester.

No.	Name	Matric No.	I/D No.
1.	Rohayu Binti Ahmmad Romzay	820098	

Since she has chosen your organization as her assignment, we would be most grateful if you could render all assistance to her to carry out the project successfully.

Please be informed that the data collected is purely for academic purposes and we assure you that all information or data will be kept strictly confidential.

We really appreciate your kindness and cooperation in the above matter.

Thank you.

"SCHOLARSHIP, VIRTUE AND SERVICE"

Sincerely yours,

DR. AHMAD RIZAL BIN MAZLAN

Director
Universiti Utara Malaysia
Kuala Lumpur (UUMKL)

