|  |  |
| --- | --- |
| C:\Documents and Settings\ILI\My Documents\My Pictures\LOGO\logo-baru-UPM-Berilmu-Berba.gif  **Pejabat Strategi Korporat & Komunikasi (CoSComm)**  **Tel : 03-89466003/03-97696003 / 03-89466014**  **Faks: 03-89468972**  **e-mel:** [**sitinoordelila@gmail.com**](mailto:sitinoordelila@gmail.com) **/** | **KALENDAR AKTIVITI (TAKWIM) TAHUN 2019** |

**PTJ: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Bil** | **Tarikh/Hari/Masa** | **Nama Aktiviti** | **Tempat** | **Perasmi**  **(jika ada)** | **Nama Pegawai, Jawatan, No. Telefon & E-mail** |
|
| **Januari** | | | | | |
| 1. | 10 JAN / KHAMIS / 2.30PM | MESYUARAT PEGAWAI KANAN KE-112 | DEWAN SENAT |  |  |
| 2. | 28 JAN / ISNIN/8.30AM | BENGKEL KPI Q4 2018 | AUDITORIUM RASHDAN BABA, PEJ TNCPI |  |  |
| 3. |  |  |  |  |  |
| **Februari** | | | | | |
| 1. | 15 FEB /JUMAAT | MAJLIS PERUTUSAN TAHUN BAHARU NAIB CANSELOR UPM 2019 | PKKSSAAS |  |  |
| 2. |  |  |  |  |  |
| **Mac** | | | | | |
| 1. | 7 MAC /KHAMIS 2.30PM | MESYUARAT PEGAWAI KANAN KE-113 | DEWAN SENAT |  |  |
|  |  |  |  |  |  |
| **April** | | | | | |
| 1. | 18 APRIL / KHAMIS | BENGKEL KPI Q1 2019 | ADK |  |  |
| 2. | 30 APRIL / SELASA | MAJLIS GEMILANG AKADEMIA PUTRA 2018 | PKKSSAAS | DYMM TUANKU CANSELOR |  |
| **MEI** | | | | | |
| 1. | 3 MEI / JUMAAT / 9.00 PAGI | MAJLIS GEMILANG PUTRA & HARI PEKERJA UPM | PKKSSAAS |  |  |
| 2. | 2 MEI / KHAMIS / 2.30 PETANG | MESYUARAT PEGAWAI KANAN KE-114 | DEWAN SENAT |  |  |
| 3. | 17 MEI / JUMAAT  5.30PM | MAJLIS BERBUKA PUASA BERSAMA DYMM TUANKU CANSELOR | MASJID UPM |  |  |
| 4. |  |  |  |  |  |
| **Jun** | | | | | |
| 1. | 24 JUN / ISNIN  10.00AM | SAMBUTAN HARI RAYA UPM | ADK |  |  |
| 2. |  |  |  |  |  |
| **Julai** | | | | | |
| 1. | 4 JULAI /KHAMIS/2.30PM | MESYUARAT PEGAWAI KANAN KE-115 | DEWAN SENAT |  |  |
| 2. | 18 JULAI / KHAMIS | BENGKEL KPI Q2 2019 | ADK |  |  |
| 3. |  |  |  |  |  |
| **Ogos** | | | | | |
| 1. | 10 OGOS /SABTU / 8.00AM | MAJLIS MAKAN MALAM REJIMENTAL PALAPES UPM | ADK | DYMM TUANKU CANSELOR | PALAPES UPM |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| **September** | | | | | |
| 1. | 5 SEPT / KHAMIS/2.30PM | MESYUARAT PEGAWAI KANAN KE-116 | DEWAN SENAT |  |  |
| 2. | 9 – 13 SEPT | AUDIT SIRIM SISTEM PENGURUSAN KUALITI QMS | UPM |  |  |
| 3. | 24 – 26 SEPT | AUDIT SIRIM SISTEM PENGURUSAN KESELAMATAN MAKLUMAT (ISMS) |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| **Oktober** | | | | | |
| 1. | 22 OKT/SELASA | BENGKEL KPI Q3 2019 | ADK |  |  |
| 2. | 8 – 10 OKT | AUDIT SIRIM SISTEM PENGURUSAN ALAM SEKITAR (EMS) | UPM |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| **November** | | | | | |
| 1. | 7 NOV /KHAMIS/2.30PM | MESYUARAT PEGAWAI KANAN KE-117 | DEWAN SENAT |  |  |
| 2. | 14 NOV/KHAMIS/ 10.00AM | MAJLIS PERASMIAN EKSPO PERTANIAN DAN PESTA KONVOKESYEN UPM KE-43 | ADK |  |  |
| 3. | 16 – 19 NOV | MAJLIS KONVOKESYEN UPM KE-43 UPM | PKKSSAAS | SESI PERTAMA – DYMM TUANKU CANSELOR |  |
| 4. | 22 NOV / JUMAAT/9.30AM | SAMBUTAN HARI KUALITI DAN INOVASI PERKHIDMATAN 2019 | PKKSSAAS |  |  |
| **Disember** | | | | | |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |