

EMERGENCY RESPONSE PLAN (ERP)

FLOOR WARDENS BRIEFING & ERT PROCEDURE, PLAZA SENTRAL

Date : 24th September 2026 (Thursday)

Time : 9.00 AM – 5:00 PM

Venue : PUNB Hall, Level 9

PLAZA SENTRAL EMERGENCY RESPONSE TEAM ORGANIZATIONAL STRUCTURE

ERT ORGANIZATION CHART

PLAZA SENTRAL

Evacuation Controller
- ALIA Evacuation Chief
- AINORA (T1-T10)
- NOOR (T11-T20)
- ADAM (T21-T30)
- NABILAH (T31-T40)
- MARZUKI (T41-T50)
- MUJIB (T51-T60)
- SAYUTI (T61-T70)
- AIMAN (T71-T80)
- IMA (T81-T90)

Emergency Manager
Mr. Tinesh
Emergency Assistant Manager
Mr. Baskaran

- Coordinate and hold discussions with ERT members from time to time.
- Lead drill and emergency operations for the entire building.
- Make announcements on designated floors for occupants to evacuate.
- Report emergency details to the Bomba Officer upon arrival.

Historian
Ayu

- Record all data and observations during emergency response activities.

Evacuation Controller
Ainora, Noor, Adam, Nabilah, Marzuki, Mujib, Sayuti, Aiman, Ima

- Ensure all tenants proceed safely to the assembly point.
- Compile the headcount data collected from floor wardens.
- Submit compiled data to the Emergency Manager for record keeping.

Floor Wardens

Medic Team
Shobana
Zainoriza
First Ambulance

Incident Controller
Ramsha & Wan

- Take control of the overall situation
- Ensure proper coordination and that essential supplies (e.g., water bottles) are distributed.

SAR Team
Faizal
Numan
Auxiliary Police

Fire Team
Shiva
Farhan
Auxiliary Police

Maintenance Team
Powertech M&E (Firdaus)
Kaiser Asage Sdn Bhd (Maisara)

Security Controller
Zaki & Aqilah

- Ensures site security, controls movement, assists evacuation, and supports emergency responders.

Guard
Security Guard

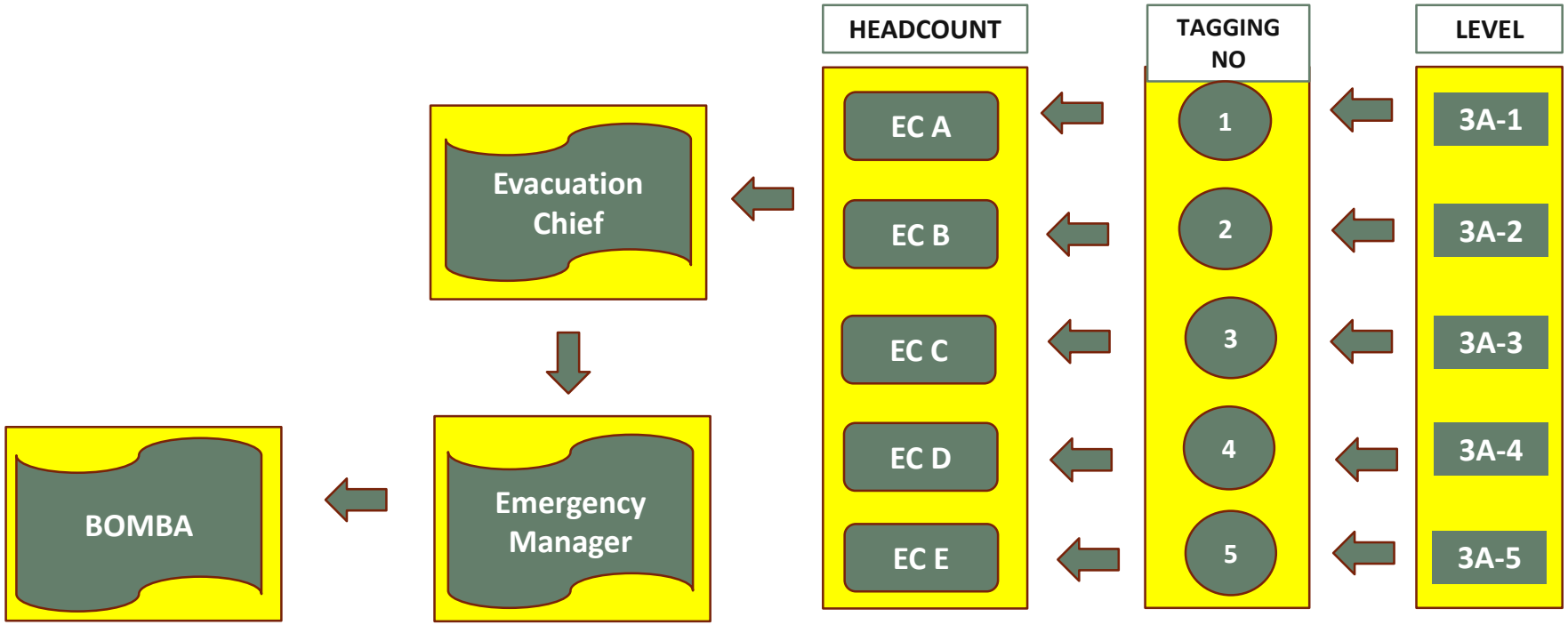
Traffic
Auxiliary Police

Operator
FCC (Duty Officer)

ERT Personnel & Equipment Allocation

ERT TEAM	PERSONNEL	TOOLS
Emergency Manager	Mr Tinesh	Walkie Talkie Loud Haller Vest
Emergency Assistant Manager	Mr Baskaran	Vest
Historian	Ayu	walkie Talkie
Evacuation Controller	Ainora, Noor, Adam,Nabilah,Marzuki, Mujib, Sayuti, Aiman, Ima	Headcount form Whistle Vest
Incident Controller	Ramsha & Wan	Walkie Talkie Vest
Evacuation Chief	Alia	Walkie Talkie Loud Haller Vest
Security Controller	Zaki & Aqilah	Walkie Talkie Loud Haller Vest
Medic Team	Zainoriza Shobana	First Aid Kits Vest Stretcher
SAR Team	Faizal & Numan	Walkie Talkie Loud Haller Vest
Fire Team	Shiva & Farhan	Walkie Talkie Breathing Apparatus Fire Extinguisher

Fire Drill – Head Count flow (example)



Fire Drill – Tenant Headcount & Evacuation Tagging List

NO	BLOCK/LEVEL,UNIT	COMPANY NAME	HEADCOUNT	TAG NO	TAGGING COORDINATOR	BLOCK
1	3A-GF	Family Mart	16	1	AINORA	3A
2	3A-1	Vacant	-	-		3A
3	3A-2	Labuan IBFC Incorporated Sdn Bhd	13	2	AINORA	3A
4	3A-3	SRG Asia Pacific Sdn Bhd	70	3	AINORA	3A
5	3A-3A	SRG Asia Pacific Sdn Bhd	50	4	AINORA	3A
6	3A-5	Luminar FH Sdn Bhd	18	-		3A
7	3A-6	EC-Council Asia Sdn Bhd	54	6	AINORA	3A
8	3A-7	Perbadanan Usahawan Nasional Berhad	39	7	AINORA	3A
9	3A-8	MSM International Adjuster (M) Sdn Bhd	65	8-9	SHOBANA	3A
10	3A-9	Ircon International Limited	20	10	SHOBANA	3A
11	3A-10	Allianz Malaysia	-	-		3A
12	3A-11	SRG Asia Pacific Sdn Bhd	140	5	SHOBANA	3A
13	3A-12	Allianz Malaysia				3A
14	3A-13	Allianz Malaysia	48	11-12	SHOBANA	3A
15	3A-13A	Allianz Malaysia				3A
16	3A-15	Allianz Malaysia				3A
17	3A-16	RSP Architects Sdn Bhd	63	13-15	SHOBANA	3A
18	3A-17	McCalla integrative Sdn Bhd	42	16	SHOBANA	3A
19	3A-18	Velesto Energy Sdn Bhd		17-18	ALIA	3A
20	3A-19	Cardiac Vascular Sentral Kuala Lumpur Sdn Bhd	35	19	ALIA	3A
21	3A-20	Speedcast Malaysia	3	20	ALIA	3A
22	3A-21	Arkitek Maa Sdn Bhd	83	21-22	ALIA	3A
1	3B-GF-1	Bank Islam Malaysia Berhad	18	23	ALIA	3B
2	3B-GF-2	Bank Islam Malaysia Berhad				3B
3	3B-GF-3	Bose Authorized Service Centre	5	24	ALIA	3B
4	3B-1-3	Vacant	-	-		3B
5	3B-1-3A	Vacant	-	-		3B
6	3B-1-5	Vacant	-	-		3B
7	3B-1-6	Vacant	-	-		3B
8	3B-1-7	Vacant	-	-		3B
9	3B-2-3	Obata Ambak Holding Sdn Bhd	20	25	NABILAH	3B
10	3B-2-3A	Obata Ambak Holding Sdn Bhd				3B
11	3B-2-5	Terrabit Consulting Sdn Bhd	20	26		3B
12	3B-2-6	Belmont Technologies Sdn Bhd	7	26		3B
13	3B-2-7	RSP Architects Sdn Bhd-Studio 2	26	27	NABILAH	3B
14	3B-3-3	Smas Travels Sdn Bhd	-	-		3B

Fire Drill – Tenant Headcount & Evacuation Tagging List

UNIT	BLOCK/LEVEL,UNIT	COMPANY NAME	HEADCOUNT	TAG NO	EVACUATION CONTROLLER	BLOCK
15	3B-3-3A	Drs.Young Newton Dan Rakan-Rakan	3	27	NABILAH	3B
16	3B-3-5	Xmt Technologies Sdn Bhd	-			3B
17	3B-3-6	Drs. Catterak Khoo, Raja Malek & Rakan2	8	28		3B
18	3B-3-7	Imd Trends Sdn Bhd	-			3B
19	3B-3A-3	Service Rocket Sdn Bhd	-		NABILAH	3B
20	3B-3A-3A	Service Rocket Sdn Bhd				3B
21	3B-3A-5	Service Rocket Sdn Bhd				3B
22	3B-3A-6	Service Rocket Sdn Bhd				3B
23	3B-3A-7	Renergist Sdn Bhd	15	28		3B
24	3B-5-3	Ramco Systems Sdn Bhd	18	29	NABILAH	3B
25	3B-5-3A	Vacant	-			3B
26	3B-5-5	Street Comer E-Commerce Sdn Bhd	12	29		3B
27	3B-5-6	Vacant	-			3B
28	3B-5-7	Vacant	-			3B
29	3B-8-3	PPS Global Network Sdn Bhd	20	30-31	NABILAH	3B
30	3B-8-3A	Openwave Computing (M) Sdn Bhd	9			3B
31	3B-8-5	Healthcare It Solution	18			3B
32	3B-8-6	Corporate World Intelligence	18			3B
33	3B-8-7	Rapsodo Sdn. Bhd	3			3B
34	3B-7-3	UnisonTech Consulting Sdn Bhd	7			3B
35	3B-7-3A	PE DEVELOPMENT SDN BHD				3B
36	3B-7-5	Ling & Wong Partners - PLT				3B
37	3B-7-6	Sin Seong Hin Sdn Bhd				3B
37	3B-7-7	Alpha Story	20			3B
38	3B-8-3	Prestige Preference Sdn Bhd				3B
39	3B-8-3A	Poo Chooi Peng				3B
40	3B-8-5	Kenangan Mutiara (M) Sdn Bhd				3B
41	3B-8-6	Segar Upaya (M) Sdn Bhd				3B
	3B-8-7	LHN Group	25			3B
42	3B-9-3	Vidya A/p Tikamdas				3B
43	3B-9-3A	Tec-centric Solution Sdn Bhd				3B
44	3B-9-5	SRG Asia Pacific Sdn Bhd	40			3B
45	3B-9-6	DSC MAJU (M) S/B	6			3B
46	3B-9-7	Mak Mei Ling				3B
47	3B-10-3	My Biz Solution Sdn Bhd	11			3B
	3B-10-3A	Chan weng Ja				3B
48	3B-10-5	KP GLOBAL (MANAGEMENT OFFICE)	9			3B
49	3B-10-6	Solderfield System Sdn Bhd				3B

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UNIT	BLOCK/LEVEL,UNIT	COMPANY NAME	HEADCOUNT	TAG NO	EVACUATION CONTROLLER	BLOCK
	3B-10-7	Y.B DATO" Yap Foo Ching@Steve Yap				3B
50	3B-11-3	CPT Cooperate Service Sdn Bhd				3B
51	3B-11-3A	Lim Kok Seng				3B
52	3B-11-5	Malaysian Medical Association				3B
53	3B-11-6	Malaysian Medical Association				3B
	3B-11-7	Protech Digital sdn Bhd	4			3B
54	3B-12-3	Vacant				3B
55	3B-12-3A	Vacant				3B
56	3B-12-5	Vacant				3B
57	3B-12-6	Vacant				3B
	3B-12-7	Vacant				3B
58	3B-13-3	Alam flora Sdn Bhd		-		3B
	3B-13-3A	Alam flora Sdn Bhd	135			
	3B-13-5	SRG Asia Pacific Sdn Bhd				
	3B-13-6	SRG Asia Pacific Sdn Bhd				
	3B-13-7	SRG Asia Pacific Sdn Bhd				
	3B-13A-3	Alam flora Sdn Bhd				
59	3B-13A-3A	SRG Asia Pacific Sdn Bhd		-		3B
60	3B-13A-5	Alam flora Sdn Bhd	-	-		3B
61	3B-13A-6	Victoria Production Services Sdn bhd	-	-		3B
62	3B-13A-7	Victoria Production Services Sdn bhd	-	-		3B
63	3B-15-3	Sunia Sdn Bhd	30	32	MARZUKI	3B
64	3B-15-3A	Macmill Sdn Bhd	27	33-34	MARZUKI	3B
65	3B-15-5	Rabinder Budiman & Associates	8	35	MARZUKI	3B
66	3B-15-6	RUSD Investment Sdn Bhd	10	35	MARZUKI	3B
67	3B-15-7	Malaysian Thorasic Society	3	35		3B
68	3B-16-3	Irfaz Sdn Bhd	-			3B
69	3B-16-3A	KL Notory Public (Milanda & Samuel)	7			3B
70	3B-16-5	Audio World NTC Sdn Bhd	10	36		3B
71	3B-16-6	De Deux Cosmetic Sdn Bhd	-	-		3B
72	3B-16-7	Arise Consulting Sdn Bhd	19	-		3B
73	3B-17-3	Vacant	-	-		3B
74	3B-17-3A	Getronics Solutions (M) Sdn Bhd	60	36-38	MARZUKI	3B
75	3B-17-5	Vacant	-	-		3B
76	3B-17-6	Vacant	-	-		3B
77	3B-17-7	Vacant	-	-		3B
78	3B-18-3	Vacant	-	-		3B
79	3B-18-3A	Vacant	-	-		3B

Fire Drill – Tenant Headcount & Evacuation Tagging List

UNIT	BLOCK/LEVEL,UNIT	COMPANY NAME	HEADCOUNT	TAG NO	EVACUATION CONTROLLER	BLOCK
80	3B-18-5	Vacant	-	-		3B
81	3B-18-6	Vacant	-	-		3B
82	3B-18-7	Ladang Tai Tak (Kota Tinggi) Sdn Bhd	1	40	MUJIB	3B
83	3B-19-3	Mirandah Asia (Malaysia) Sdn Bhd	60	40	MUJIB	3B
84	3B-19-3A	Mirandah Asia (Malaysia) Sdn Bhd				3B
85	3B-19-5	Mirandah & Samuel (Adv & Solicitors) Sdn Bhd	8	41	MUJIB	3B
86	3B-19-6	Sukumar Karuppiah & Co	6	42	MUJIB	3B
87	3B-19-7	TWO DEGREES	12	-		3B
88	3B-20-3	Vacant	-	-		3B
89	3B-20-3A	Vacant	-	-		3B
90	3B-20-5	Taiwan Investors Association In Malaysia	2	42	MUJIB	3B
91	3B-20-6	Penta-Ocean (Malaysia) Sdn. Bhd.	3			3B
92	3B-20-7	Opus It Services Sdn Bhd	5		PP	3B
93	3B-21-3	Global Wall Malaysia Sdn Bhd	3	42	MUJIB	3B
94	3B-21-3A	Vacant	-	-		3B
95	3B-21-5	Intellect Design Arena Sdn Bhd	15	43	SAYUTI	3B
96	3B-21-6	Olive Technology Sdn Bhd	10	44	SAYUTI	3B
97	3B-21-7	Stil Services Malaysia Sdn Bhd	7	45	SAYUTI	3B
1	D-GF-1	Gyaku Café	6	45	SAYUTI	D
2	D-GF-2	Malakoff Utilities Sdn Bhd	56	46	SAYUTI	D
3	D-GF-2	Vacant	-	-		D
4	D-GF-3	Astute Healthcare	13	-		D
5	D-GF-3	Takaful Malaysia Sdn Bhd	-	47	SAYUTI	D
6	D-GF-1A	Silver Dental Sdn Bhd	-	48	AIMAN	D
7	D-1	Accea Malaysia Sdn Bhd	3	49	AIMAN	D
8	D-1-1(A)	Vacant	-	-		D
9	D-2	Taska MIDA Genius Child Carf	50	50	AIMAN	D
10	D-3	Malakoff Coorporation Berhad	250	51	AIMAN	D
11	D-3A	Malakoff Coorporation Berhad	324			D
12	D-5	CitaGlobal Berhad		52	IMA	D
13	D-7	Malakoff Coorporation Berhad	-	53	IMA	D
14	D-8	Malakoff Coorporation Berhad				D
15	D-9	CitaGlobal Berhad	-	54	IMA	D
16	D-10	Malakoff Coorporation Berhad	-	55	IMA	D
17	D-11	Malakoff Coorporation Berhad				D
18	D-12	Malakoff Coorporation Berhad				D
19	D-13	Malakoff Coorporation Berhad				D

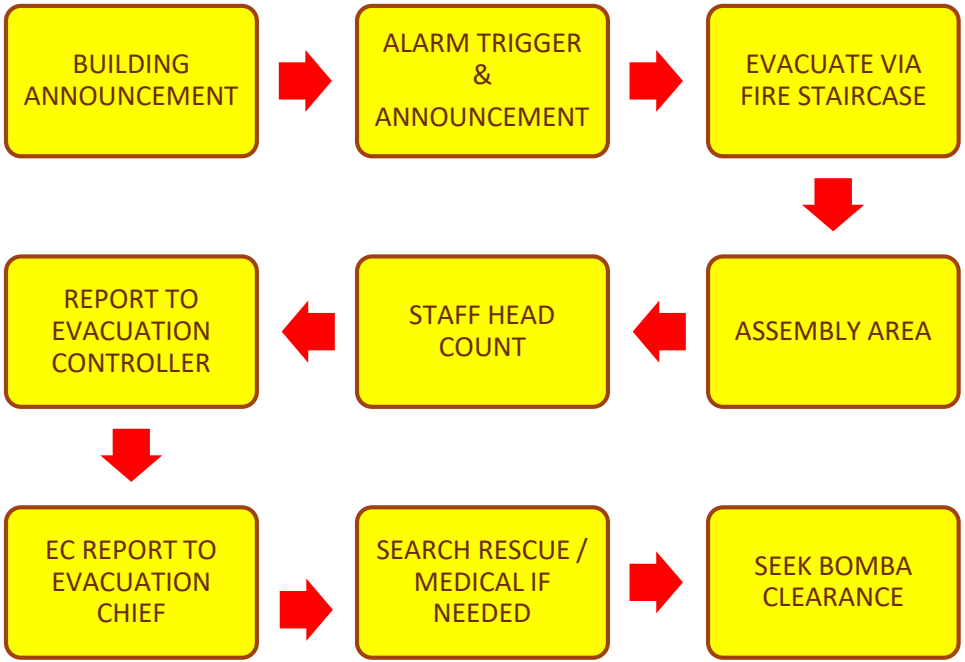
Assembly Point with Number Tagging – (1 - 90)

PLAZA SENTRAL





EVACUATION FLOW CHART

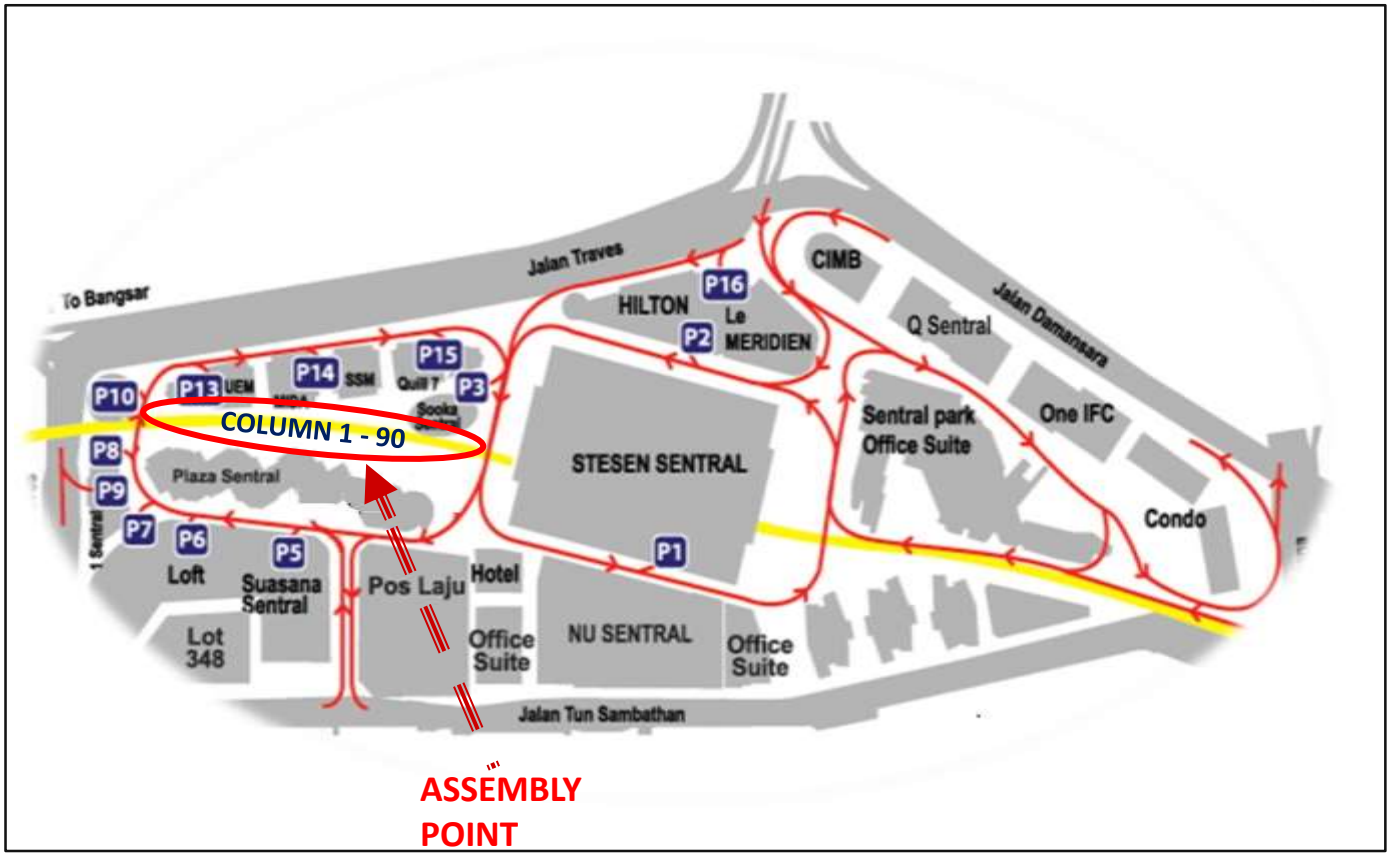


FIRE DRILL-BENCHMARKING

FLOOR EVACUATION	• Evacuate from floor to assembly area via fire staircase **15 minutes**
STAFF HEAD COUNT	• Head count process and report to evacuation coordinator **20 minutes**
EVACUATION TIME TAKEN	• Total evacuation process exclude bomba clearance **35 minutes**

EMERGENCY ESCAPE ROUTE

ASSEMBLY AREA FLOOR PLAN



EXIT ROUTES FROM BLOCK 1A



EXIT VIA EMERGENCY STAIRCASES





EXIT ROUTES FROM BLOCK 1B



EXIT ROUTES FROM BLOCK 2A/2B

PLAZA SENTRAL







EXIT ROUTES FROM BLOCK 2A/2B



EXIT ROUTES FROM BLOCK 3A & 3B

(Infront of Bank Islam)



EXIT ROUTES FROM BLOCK 4



ASSEMBLY AREA



FIRE FIGHTING SYSTEM/ EQUIPMENT



PORTABLE FIRE EXTINGUISHER



BREAKGLASS & ALARM BELL



FIREMAN INTERCOM



PUBLIC ADDRESS SPEAKER



‘KELUAR’ SIGN



EMERGENCY LIGHT



HOSE REEL SYSTEM



SPRINKLER SYSTEM



SMOKE DETECTOR

DURING FIRE EVACUATION

LIFTS



- ✓ Lift will cease to operate, be automatically grounded and doors will be opened
- ✓ Even if the lifts are operating, DO NOT use them (for BOMBA only)
- ✓ When you are trapped inside the lift, use **INTERCOM** and communicate with the Fire Command Centre **(FCC)**

FIRE RATED DOORS







- ✓ Main Fire Rated door magnetic will release and close automatically to prevent fire from entering in office area

MAIN GLASS DOORS





- ✓ If you encounter the main exit door locked, use **“Manual Break Glass”** (Green Colour) to release the door

ROLLER SHUTTER IN OFFICE FLOORS





- ✓ Roller Shutters will automatically roll down and shut to prevent fire from spreading
- ✓ Ensure there is no obstruction below the roller shutter

EMERGENCY CONTACT NUMBER

PLAZA SENTRAL EMERGENCY NUMBERS

Building Management - JMB Plaza Sentral

1- Building Manager : Mr. Tinesh : 011-11275318

Facilities Management Dept. – Powetech M&E Sdn Bhd

1- Facilities Manager : Mr. Ramsha : 017-2699246

2- Facilities Engineer : Mr Zaki : 0 17-3740284

3- Chargeman : Mr. Mujid : 018-2626078

4- Tech.Exec : Mr. Shiva : 011-57571836

5- Management Office : Powertech M&E Sdn.Bhd. : 03-2773 5603

Auxiliary Police Unit – Plaza Sentral Building

1- Fire Control Centre **(**24 Hours**)** : 03-2773 5603

Hospital :

03-2615 5555 : General Hospital

03-4270 2500 : Ampang Puteri Hospital

03-9173 3333 : Hospital Universiti Kebangsaan Malaysia

03-7782 3433 : Assunta Hospital

03-4257 1300 : Gleneagles Hospital

03-2296 0888 : Hospital Pantai

NATIONAL EMERGENCY DEPARMENT

***Fire & Rescue* :**

999 Direct Line

03-2148 4444 HQ – Kuala Lumpur | 03-4041 3949 Jalan Tun Ismail

03-9221 7002 Jalan Pudu | 03-9221 7222 Jalan Hang Tuah

03-7984 8753 Jalan Klang Lama | 03-2282 4444 Jalan Pantai Baru

Police :

999 Direct Line

Civil Defence :

991 Direct Line

112 From Mobile Phone 03-2692 5533 HQ – Kuala Lumpur

03-2052 0199 City Police Emergency

IPKKL : 03-21159999 (24 Hours)

IPD Brickfields : 03-90571086

THANK YOU