KOLEJ YAYASAN SAAD MELAKA



FORM 1 STUDENT INTAKE 2021

RESIDENCE-BASED SELECTION PROGRAMME

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1.0 ANALYSIS OF STUDENTS CALLED FOR RBS 2

NUMBER OF STUDENTS CALLED FOR RBS PROGRAMME NATIONWIDE

State	Axiata		Other sponsors		Self-funded		Total	%
	Boys	Girls	Boys	Girls	Boys	Girls		
Johor	0	2	1	2	6	3	14	8.4
Kedah	0	1	1	1	1	2	6	3.6
Kelantan	1	0	1	1	3	3	9	5.4
Melaka	2	0	1	3	2	4	12	7.2
N. Sembilan	0	6	1	0	0	5	12	7.2
Pahang	0	0	2	0	0	3	5	3.0
Pulau Pinang	0	0	0	1	1	1	3	1.8
Perak	1	0	0	0	4	0	5	3.0
Perlis	0	0	0	1	0	0	1	0.6
Selangor	0	5	3	7	22	15	52	31.3
Terengganu	0	0	0	1	1	0	2	1.2
Sabah	0	0	0	1	0	1	2	1.2
Sarawak	0	0	1	0	0	0	1	0.6
W.P.	1	4	4	2	12	16	39	23.5
Others	0	1	0	1	1	0	3	1.8
Total	**5**	**19**	**15**	**21**	**53**	**53**	**166**	**100**
Total	**24**		**36**		**106**			

GENDER	TOTAL
BOYS	73
GIRLS	93
	166

Updated on 21 December 2020

2.0 INTRODUCTION TO RESIDENCE-BASED SELECTION

2.1 RESIDENCE-BASED SELECTION (RBS): Shortlisted candidates who sat for the entrance exam will be called respectively for a three-day residence-based selection from the 19th to the 21st of December 2020 and another three-day residence-based selection from the 22nd to the 24th of December 2020 in KYS. They will be assessed based on their attitude, aptitude and personality in the following activities;

2.1.1 **Leadership Skills** – To assess candidates' critical thinking and communication skills.

2.1.2 **Games, Skills and Physical Fitness** – To evaluate the student's agility, and physical coordination, through several psychomotor sport activities.

2.1.3 **Medical Check Up** – To ensure that selected students are physically healthy and able to conform to the college's sporting requirements.

2.1.4 **Individual Interview** – The interview will be carried out to confirm the details in the day-to-day evaluation documents submitted by the facilitators.

2.1.5 **Self Management & Adaptability (2S) –** To assess the students' ability to independently organize and familiarise themselves with the new boarding school life.

3.0 WORKING COMMITTEES

Chairman : Mr Tan Cheh Li

Vice Chairman I : Mr Shaharuddin b. Harun

Vice Chairman II : Mr Kamarulzaman b. Hj Mat Drus

Vice Chairman III : Mdm Siti Noor bt. Hassan

Treasurer : Mdm Tan Puay Tin

Mdm Nurul Hashimah bt Ismail

Coordinator : Mr Muhammad Azim Izzuddin b. Mohd Amin

Secretary : Ms Syafiqah Atiqah Binti Amiruddin

Secretariats (22nd to 24th December 2020)		
Secretariat *Muhammad Azim Izzuddin B Mohd Amin* *Ms Syafiqah Atiqah Binti Amiruddin* *All secretariats (Refer List of Secretariats, page 39)* **Candidate Photoshoot & BMI Record** *Mr Muhammad Wafi Bin Kamaruddin* *Muhammad Aiman Bin Ahmad Sharman* *Iman Irdina Binti Sedi* **IT & Computer Facility** *Mr Mohd Faizal bin Mahmod* *Mr Muhamad Faiz bin Norasi*	**Programme Booklet** *Muhammad Azim Izzuddin B Mohd Amin* *En Haziq Asyraf b. Hamidi* *Mdm Marliana bt Khazali* *Mdm Nur Hafizah Bte Abd Hamid* *Dzuldiniy Hussain Bin Dzulkeflee* *Alia Syahirah Binti Rosman* **Nametags** *Muhammad Azim Izzuddin B Mohd Amin* *Ms Syafiqah Atiqah Binti Amiruddin* *Muhammad Aizat Bin Ahmad Yani* *Lilyana Binti Rizal* **Stationery & Printing** *Mdm Marliana bt Khazali* *Wan Ika Akisya Binti Wan Asmadi* *Muhammad Arfan Bin Said* *Muhamad Khalil* *Danish Akmal Bin Roazam* *Syafiq Akmal Bin Samsudin*	**Data Entry** *Mr Mohamad Khairul Ashraf bin M. Nor Affandi (H)* *Mr Farhan Ashman bin Md Zaid* *Mr Muhammad Faiz bin Norasi* *Ms Nur Aishah bt Mohd Dilif* *Ms Nurfahanis Elyana bt Mahat* *Mdm Morni Yangti bt Man* *Mdm Natasya bt Mohd* *Linath Kumar a/l A. Selvakumar (G1)* *Aftab Bin Ramizi (G2)* *Sarah Iryna Binti Reza (G3)* *Nurul Iman Binti Ab. Rahman (G4)* *Wan Ika Akisya binti Wan Asmadi (G5)* *Nurhanna Binti Harull Anuar (G6)* *Aemil Eusoff Bin Amiran (G7)* *Iman Irdina Binti Sedi (G8)* *Izzah Airiss Binti Rizwal (G9)* *Amin Bin Aznan (G10)* *Mariam Najihah Binti Mohammad Hanis (G11)* *Azryn Harith Bin Zahari (G12)* *Alia Syahirah Binti Rosman (G13)* *Muhammad Danish Deniel Bin Afendi(G14)* *Irdeena Aqilah Binti Ahmad Shahril (G15)*

Opening Ceremony – 22nd December 2020

Event Coordinator

Mr Muhammad Azim Izzuddin b. Mohd Amin (H)
Ms Syafiqah Atiqah Binti Amiruddin
Afrina Asma' Alhannah Binti Azhan
Muhammad Qhalif Azariq Bin Sahzan
Nur Qistina Afiqah Binti Shaibi
Zharif Airiss Bin Rizwal
Nik Hazeeq Mirza Bin Nik Mohd Hanafi
Nurhasya Binti Mahadzir

Master of Ceremony

Ms Catherine Sharlene Fernandez
Mr Sulaiman bin Md Said
Harvynna Kaur Kler
Tengku Nuqman Faris Bin Tengku Saifudin

Doa Recital

Mr Muhammad 'Izzudden Bin Zawawi
Muhammad Izzamir Bin Jamalulail

Multimedia & Photography

Mr Abdul Aziz b. Nawi (H)
Mr Azzley b. Md. Yusof
Mdm Khairunnisa bt Rosli
Muhammad Aiman Bin Ahmad Sharman
Iman Irdina Binti Sedi

Quality Student Search (QS2) Committees –23rd December 2020

Quality Student Search

Mdm Azween Bt Sabtu
Adam Ilyas Bin Admi
Lekha Varshiny a/p Sivanandan

Leadership Skills

Mdm Azween Binti Sabtu
Nur Qistina Afiqah Binti Shaibi
Zharif Airiss Bin Rizwal

Physical Test & Psychomotor

Mr Rashidi Bin Ayob
Aina Batrisya Binti Hashimy
Linath Kumar a/l A. Selvakumar

Self Management & School Adaptability (2S)

Mdm Fadzlyaton bt Saad (H)
All Housemasters and Housemistress
Wan Nur Aina Binti Wan Hassan
Amin Bin Aznan

Support Committees

Logistics, Health & Welfare, Discipline & Safety

Mr Mohamad Khairul Ashraf bin M. Nor Affandi (H)
Mr Omar bin Mohd Dam
Mr Mohd 'Izzuddden bin Zawawi
Mr Farhan Ashman bin Md Zaid
Mr Muhammad Faiz bin Norasi
Mr Mustapa bin Salleh
Mr Mohd Rodi bin Mat Lazim
Mr Muhammad Nadzifuddin bin Muhd Sufian
Mdm Azi Azura bt Arzunaidi
Mdm Syaza Elyna bt Ali Nordin
Mdm Nurul Hajar bt Mazlan
Ms Nur Aishah bt Mohd Dilif
Ms Nurfahanis Elyana bt Mahat
Nur Ezreen Elysa Binti Azahar
Taqriz Aris Bin Johan Aris
Nazme Hanif Bin Norman Ezane
Noor Alisha Binti Mohammad Razin

Medical Check-up

Ms Suhana bt. Zainal (H)
Mdm Nur Haryani bt Abd Aziz
MMC Doctors and nurses

Medical SOP

Ms Syafiqah Atiqah Binti Amiruddin
Muhammad Azmeer Bin MV Akbar
Muhammad Adam Zachry Bin Mohd Ali
Nurul Iman Binti Ab. Rahman
Sarah Iryna Binti Reza

Religious Activities

Mr Mohd 'Izzudeen b. Zawawi
Nadia Nur Danisha Mohd Said
Muhammad Izzamir Bin Jamalulail

Food & Accommodation

Mr Zaharin bin Sidek ***(H)***
Mr Abdul Malek bin Md. Yusoff
Mr Asbullah bin Abu Bakar
Mr Halimi bin Ahmad
Mr Mohd Faizal bin Zainal
Mr Mohd Khairol bin Hassan
Mr Naszri bin Mohamed
Mr Azami bin Mohamad Rashid
Mr Shukri bin Ibrahim
Mr Norazuan bin Borhan
Mr Mohd Hairulnizam bin Nor
Mr Abd Rahman bin Ali Kunju
Mr Jaafar bin Abu
Mr Shuaizi bin Abdul Jabar
Nur Hielwa Layaly Binti Mohd Rodzi
Azryn Harith Bin Zahari

Registration (Check-In) – 22nd December 2020

Event Coordinator

Mr Muhammad Azim Izzuddin b. Mohd Amin (H)
Miss Syafiqah Atiqah Binti Amiruddin
Afrina Asma' Alhannah Binti Azhan
Muhammad Qhalif Azariq Bin Sahzan
Nur Qistina Afiqah Binti Shaibi
Zharif Airiss Bin Rizwal
Nik Hazeeq Mirza Bin Nik Mohd Hanafi
Nurhasya Binti Mahadzir

Luggage Counter

Mr Farhan Ashman bin Md Zaid (H)
Mr Mustapa bin Salleh
Mr Mohd Rodi bin Mat Lazim
Ms Nur Aishah bt Mohd Dilif
Mdm Azi Azura bt Arzunaidi
Mdm Syaza Elyna bt Ali Nordin
Mdm Nurul Hajar bt Mazlan
Jad Alfa Wafiyy Bin Jamree
Mariam Najihah Binti Mohammad Hanis

Traffic. Parking Control & Security

Mr Fazilah bin Abd. Rahim (H)
Mr Roslan bin Mustafa
Mr Abu Bakar Ubaidah bin Ali
Mr Ali Rahim bin Jaamat
Mr Samadin bin Razali
Mr Matesa bin Abd Rahman
Mr Yusri bin Mohd Hanapi
Mr Mahamud Khalil bin Mohd Ali
Mr Mohd. Din bin Mat Hasin
Mr Zulkifli bin Che Tun

Payment Counter

Mdm Nurul Hasimah bt Ismail (H)
Mdm Fatiah bt Jais
Ms. Nurfarain bt Azmi
Mdm Sarah Aida bt Abd Hadi

Usher

Mdm Rokiah bt Faroog Ahmad (H)
Mdm Fadzlyaton bt Saad
Mr Mohd Zaki bin Ramli
Mdm Norbaya bt Abd Hadi
Mdm Roslinda bt Yahya
Mdm Khairunnisa bt Rosli
Mdm Nur Haryani bt Abd Aziz
Mdm Hariati bt Saring
Mdm Siti Rafidah bt A. Rahman
Pn Aini bt Awang
Ms Suhana bt Zainal
Mdm Junaida bt Mohd Amin
Mdm Noor Farah'een bt. Abdul Hamid
All facilitators

Enquiries & Information Counter

Mdm Morni Yangti bt Man (H)
Mdm Natasya bt Mohd
Afrina Asma' Alhannah Binti Azhan
Muhammad Qhalif Azariq Bin Sahzan

PA System, Venue Preparation, Banner & Signage

Mr Mohd Herizan bin Mohd Yunus (H)
Mr Mohd Zakee bin Muhamad Bakar
Muhammad Aizat Bin Ahmad Yani
Lilyana Binti Rizal

Photocopying Counter

Mdm Marliana bt Khazali (H)
Mr Mohamad Khairul Ashraf bin M. Nor Affandi
Danish Akmal Bin Roazam
Syafiq Akmal Bin Samsudin

Check-in Counter

Mdm Nur Hazwani Mohd Nor (H)
Mdm Mazrifah Kaslar
Mdm Norbaya Abdul Hadi
Mdm Fatiah Jais
Mr Farhan Ashman Bin Mohd Zaid
Mr Mohammas Khairul Ashraf Bin M. Nor Afandi
Dzuldiniy Hussain Bin Dzulkeflee
Arissa Hani Binti Naimi
Aina Batrisya Binti Hashimy
Amin Bin Aznan
Muhammad Qhalif Azariq Bin Sahzan
Andi Nur Qistina Rania Binti Abdul Jalil
Zharif Airiss Bin Rizwal
Afrina Asma' Alhannah Binti Azhan
Muhammad Aizat Bin Ahmad Yani

Transportation

Mdm Amelia bt Abd Wahit (H)
Mr Mohd Salleh bin Hassan
Mr Johar bin Buang
Mr Saari bin Md. Yusuf
Mr Mohd Hisham bin Halim

Closing Ceremony & Registration (Check-Out) – 24th December 2020

Event Coordinator

Mr Muhammad Azim Izzuddin b. Mohd Amin (H)
Miss Syafiqah Atiqah Binti Amiruddin
Afrina Asma' Alhannah Binti Azhan
Muhammad Qhalif Azariq Bin Sahzan
Nur Qistina Afiqah Binti Shaibi
Zharif Airiss Bin Rizwal
Nik Hazeeq Mirza Bin Nik Mohd Hanafi
Nurhasya Binti Mahadzir

Usher

Mdm Rokiah bt Faroog Ahmad (H)
Mdm Fadzlyaton bt Saad
Mr Mohd Zaki bin Ramli
Mdm Norbaya bt Abd Hadi
Mdm Roslinda bt Yahya
Mdm Khairunnisa bt Rosli
Mdm Nur Haryani bt Abd Aziz
Mdm Hariati bt Saring
Mdm Siti Rafidah bt A. Rahman
Pn Aini bt Awang
Ms Suhana bt Zainal
Mdm Junaida bt Mohd Amin
Mdm Noor Farah'een bt. Abdul Hamid
All facilitators

PA System, Venue Preparation, Banner & Signage

Mr Mohd Herizan bin Mohd Yunus (H)
Mr Mohd Zakee bin Muhamad Bakar
Muhammad Aizat Bin Ahmad Yani
Lilyana Binti Rizal

Check-out Counter

Mdm Nur Hazwani Mohd Nor (H)
Mdm Mazrifah Kaslar
Mdm Norbaya Abdul Hadi
Mdm Fatiah Jais
Mr Farhan Ashman Bin Mohd Zaid
Mr Mohammas Khairul Ashraf Bin M. Nor Afandi
Dzuldiniy Hussain Bin Dzulkeflee
Arissa Hani Binti Naimi
Aina Batrisya Binti Hashimy
Amin Bin Aznan
Muhammad Qhalif Azariq Bin Sahzan
Andi Nur Qistina Rania Binti Abdul Jalil
Zharif Airiss Bin Rizwal

Traffic, Parking Control & Security

Mr Fazilah bin Abd. Rahim (H)
Mr Roslan bin Mustafa
Mr Abu Bakar Ubaidah bin Ali
Mr Ali Rahim bin Jaamat
Mr Samadin bin Razali
Mr Matesa bin Abd Rahman
Mr Yusri bin Mohd Hanapi
Mr Mahamud Khalil bin Mohd Ali
Mr Mohd. Din bin Mat Hasin
Mr Zulkifli bin Che Tun

Luggage Counter

Mr Farhan Ashman bin Md Zaid (H)
Mr Mustapa bin Salleh
Mr Mohd Rodi bin Mat Lazim
Ms Nur Aishah bt Mohd Dilif
Mdm Azi Azura bt Arzunaidi
Mdm Syaza Elyna bt Ali Nordin
Mdm Nurul Hajar bt Mazlan
Jad Alfa Wafiyy Bin Jamree
Mariam Najihah Binti Mohammad Hanis

Enquiries & Information Counter

Mdm Morni Yangti bt Man (H)
Mdm Natasya bt Mohd
Afrina Asma' Alhannah Binti Azhan
Muhammad Qhalif Azariq Bin Sahzan

Goodie Bag Counter

Afrina Asma' Alhannah Binti Azhan
Muhammad Aizat Bin Ahmad Yani

Teachers and Staff absent Throughout RBS 2020:

Mdm Siti Asyuhra Binti Rahman

Mdm Husna Hidayah Binti Mansor

Mr Mohammad Hanas Bin Shafie

Assessors– 22nd to 24th December 2020		
Mdm Nur Hafizah Bte Abd Hamid (H)		
G1- Theatrette 1 Mr Tazlie Sham b. Ab. Rahman Ms Catherine Sharlene Fernandez	**G6- Bahasa Melayu Room** Mr Sulaiman bin Md. Said Mdm Nur Kamilah bt Salim Khan	**G11- Academic Room 1** Mr Azmi bin Muhammad Mdm Shazra binti Abdul Wahid
G2- Theatrette 2 Mr Rama Chendra a/l Govindasamy Mdm Azura binti Majid	**G7- English Room** Mr Mohamad Faris bin Mokhtar Ms Lau Rui Enn	**G12- Academic Room 2** Mr Lim Siew Leng Mdm Norhasanah binti Hassan
G3- Theatrette 3 Ms Adrin Teo Yee Chin Mr Asrul Azuan bin Mat Dehan	**G8- Accounts Room** Mr Anas bin Sahari Mdm Sharmini Abdullah	**G13- Academic Room 3** Mr Mohd 'Izzudden bin Zawawi Mdm Nursuryati binti Shaaban
G4- Theatrette 4 Mr Faris bin Azman Mdm Norhidayu binti Salam	**G9- Mathematics Room** Mr Ng Kim Suai Mdm Nur Hazwani binti Mohd Nor	**G14- Academic Room 4** Mr Muhamad Faiz bin Norasi Ms Nur Aishah binti Mohd Dilif
G5- Theatrette 5 Mr Chin Bak Kit Mdm Natrah bt. Husman	**G10- History Room** Mr Abd Aziz b. Hj. Nawi Mdm Nur Hazirah binti Zulfakar	**G15- Academic Room 5** Mr Farhan Ashman bin Md Zaid Ms Nurfahanis Elyana bt. Mahat

Interview Session – 23rd December 2020		
Ms Karen Lai Kuen Choo (H) *Mdm Nur Hafizah bt Abd Hamid* *Arissa Hani Binti Naimi* *Aftab Bin Ramizi* *All Facilitators*		
Theatrette 1 Mr Tazlie Sham b. Ab. Rahman Ms Catherine Sharlene Fernandez	**Bahasa Melayu Room** Mr Sulaiman bin Md. Said Mdm Nur Kamilah bt Salim Khan	**Academic Room 1** Mr Azmi bin Muhammad Mdm Shazra binti Abdul Wahid
Theatrette 2 Mr Rama Chendra a/l Govindasamy Mdm Azura binti Majid	**English Room** Mr Mohamad Faris bin Mokhtar Ms Lau Rui Enn	**Academic Room 2** Mr Lim Siew Leng Mdm Norhasanah binti Hassan
Theatrette 3 Ms Adrin Teo Yee Chin Mr Asrul Azuan bin Mat Dehan	**Accounts Room** Mr Anas bin Sahari Mdm Sharmini Abdullah	
Theatrette 4 Mr Faris bin Azman Mdm Norhidayu binti Salam	**Mathematics Room** Mr Ng Kim Suai Mdm Nur Hazwani binti Mohd Nor	
Theatrette 5 Mr Chin Bak Kit Mdm Natrah bt. Husman	**History Room** Mr Abd Aziz b. Hj. Nawi Mdm Nur Hazirah binti Zulfakar	

Entrance Exam 2 (22nd to 24th December 2020)		
Miss Siti Fatimah Azzahra bt Mohd Dan (H) *Miss Nurul Ashima Binti Hamdan* *Puteri Qistina Binti Adnan* *Andi Nur Qistina Rania Binti Abdul Jalil* *Muhammad Danish Daniel Bin Afendi* *Jad Alfa Wafiyy Bin Jamree* *Irdina Aqeelah Binti Ahmad Shahril*		
22 December 2020 (Tuesday)		
SUBJECT	**VENUE**	**INVIGILATORS**
BAHASA MELAYU 8.15pm – 8.45pm ENGLISH LANGUAGE 9.15pm – 9.45pm	EXCEL 1	Ms Catherine Sharlene Fernandez
	EXCEL 2	Mr Chin Bak Kit
	EXCEL 3	Mr Anas bin Sahari
	EXCEL 4	Mr Lim Siew Ling
	EXCEL EXAM HALL	Mr Abd Aziz b. Hj. Nawi Mdm Norhidayu bt Salam
23 December 2020 (Wednesday)		
SUBJECT	**VENUE**	**INVIGILATORS**
MATHEMATICS 8.15pm – 8.45pm SCIENCE 9.15pm – 9.45pm	EXCEL 1	Mr Sulaiman bin Md Said
	EXCEL 2	Mdm Nur Hazirah binti Zulfakar
	EXCEL 3	Mdm Azura binti Majid
	EXCEL 4	Mr Ng Kim Suai
	EXCEL EXAM HALL	Mr Tazlie Sham bin Abd Rahman Mdm Nur Kamilah bt Salim Khan
24 December 2020 (Thursday)		
SUBJECT	**VENUE**	**INVIGILATORS**
CRITICAL REASONING 8.15am – 8.45am	EXCEL 1	Mdm Natrah binti Husman
	EXCEL 2	Ms Norfahanis Elyana bt Mahat
	EXCEL 3	Mr Rama Chendra A/L Govindasamy
	EXCEL 4	Mr Azmi bin Muhammad
	EXCEL EXAM HALL	Mdm Sharmini Abdullah Miss Adrin Teo Yee Chin

Anchoring Session – 24th December 2020		
Mdm Nur Hafizah Bte Abd Hamid (H)		
G1– Excel Room 1 Mr Tazlie Sham b. Ab. Rahman Ms Catherine Sharlene Fernandez	**G6- Bahasa Melayu Room** Mr Sulaiman bin Md. Said Mdm Nur Kamilah bt Salim Khan	**G11- Academic Room 1** Mr Azmi bin Muhammad Mdm Shazra binti Abdul Wahid
G2– Excel Room 2 Mr Rama Chendra A/L Govindasamy Mdm Azura binti Majid	**G7- English Room** Mr Mohamad Faris bin Mokhtar Ms Lau Rui Enn	**G12- Academic Room 2** Mr Lim Siew Leng Mdm Norhasanah binti Hassan
G3– Excel Room 3 Ms Adrin Teo Yee Chin Mr Asrul Azuan bin Mat Dehan	**G8- Accounts Room** Mr Anas bin Sahari Mdm Sharmini Abdullah	**G13- Academic Room 3** Mr Mohd 'Izzudden bin Zawawi Mdm Nursuryati binti Shaaban
G4– Excel Room 4 Mr Faris bin Azman Mdm Norhidayu binti Salam	**G9- Mathematics Room** Mr Ng Kim Suai Mdm Nur Hazwani binti Mohd Nor	**G14- Academic Room 4** Mr Muhamad Faiz bin Norasi Ms Nur Aishah binti Mohd Dilif
G5– Excel Room 8 Mr Chin Bak Kit Mdm Natrah bt. Husman	**G10- History Room** Mr Abd Aziz b. Hj. Nawi Mdm Nur Hazirah binti Zulfakar	**G15- Academic Room 5** Mr Farhan Ashman bin Md Zaid Ms Nurfahanis Elyana bt. Mahat

3.1 PSYCHOMOTOR AND QS2 SCHEDULE

Time	Activity
22/12, Tuesday	
4.50 pm-6.30 pm	Psychomotor 1– Physical Fitness
23/12, Wednesday	
2.00 pm-4.00 pm	QS2– Leadership Skills
5.00 pm-6.30 pm	Psychomotor 2– Games & Skills

4.0 COMMITTEE DESCRIPTION

Secretariat		
Section	**Person-in-charge**	**Guidelines**
Secretariat Operation Room	*Muhammad Azim Izzuddin B Mohd Amin* *Ms Syafiqah Atiqah Binti Amiruddin* *Afrina Asma' Alhannah Binti Azhan* *Muhammad Qhalif Azariq Bin Sahzan* *Nur Qistina Afiqah Binti Shaibi* *Zharif Airiss Bin Rizwal* *Nik Hazeeq Mirza Bin Nik Mohd Hanafi* *Nurhasya Binti Mahadzir*	• Ensure that all data of applicants, QS2 marks, interview details and assessors' comments are recorded and updated • Create the flow of work (flowchart type) for each committee • All data files must be in excel format • Prepare the updated version of the candidate's data for the interviewers' reference • To supply assessors with the materials needed for the QS2 activities • To prepare nametags, certificates, goodie bags, and t-shirts for all candidates • Allocate candidate's group and dormitory placements • Update check in and check out floor plan
Candidate photoshoot & BMI Record	*Mr Muhammad Wafi Bin Kamaruddin* *Muhammad Aiman Bin Ahmad Sharman* *Iman Irdina Binti Sedi*	• In-charge of taking pictures of each candidate and photography session for all groups • Ensuring that the candidate's nametag and height measurement can be seen clearly in all photos
Program Booklet	*Mr Muhammad Azim Izzuddin B Mohd Amin* *En Haziq Asyraf b. Hamidi* *Mdm Marliana bt Khazali* *Mdm Nur Hafizah Bte Abd Hamid* *Dzuldiniy Hussain Bin Dzulkeflee* *Alia Syahirah Binti Rosman*	• Ensure that the programme book is done correctly and the flow of the event is smooth • Propose itinerary for the programme
Stationery & Printing	*Mdm Marliana Khazali* *Wan Ika Akisya Binti Wan Asmadi* *Muhammad Arfan Bin Said* *Muhamad Khalil* *Danish Akmal Bin Roazam* *Syafiq Akmal Bin Samsudin*	• Operate all printing, photostating and other related services • Prepare materials as requested by secretariats

Section	Person-in-charge	Guideline
Self Management and Adaptability (2S)	*Mdm Fadzlyaton bt Saad (H)* *Wan Nur Aina Binti Wan Hassan* *Amin Bin Aznan*	• To evaluate candidates' personality and character based on forms given. These individuals are not attached to any groups and move around to evaluate all participants when activities are being held • To evaluate the diary reflection written by the candidates every morning • 2S teachers are to monitor the marks given by the facilitators in the 2S forms • Daily reflection and 2S form marks will be totalled up to have the personality that is going to be included in the student's report
IT and Computer Facility	*Mr Mohd Faizal bin Mahmod (H)* *Mr Muhamad Faiz bin Norasi*	• To provide electronic devices and Internet connectivity needed for the secretariats and assessors
Data Entry	*Mr Mohamad Khairul Ashraf bin M. Nor Affandi (H)* *Mr Farhan Ashman bin Md Zaid* *Mr Muhammad Faiz bin Norasi* *Ms Nur Aishah bt Mohd Dilif* *Ms Nurfahanis Elyana bt Mahat* *Mdm Morni Yangti bt Man* *Mdm Natasya bt Mohd* *Linath Kumar a/l A. Selvakumar (G1)* *Aftab Bin Ramizi (G2)* *Sarah Iryna Binti Reza (G3)* *Nurul Iman Binti Ab. Rahman (G4)* *Wan Ika Akisya binti Wan Asmadi (G5)* *Nurhanna Binti Harull Anuar (G6)* *Aemil Eusoff Bin Amiran (G7)* *Iman Irdina Binti Sedi (G8)* *Izzah Airiss Binti Rizwal (G9)* *Amin Bin Aznan (G10)* *Mariam Najihah Binti Mohammad Hanis (G11)* *Azryn Harith Bin Zahari (G12)* *Alia Syahirah Binti Rosman (G13)* *Muhammad Danish Deniel Bin Afendi (G14)* *Irdeena Aqilah Binti Ahmad Shahril (G15)*	• Key-in data received throughout the RBS programme for school records • To process candidates' personal information which is to be kept private and confidential

Great Hall Events		
Section	**Person-in-charge**	**Guidelines**
Event Coordinator	*Mr Muhammad Azim Izzuddin b. Mohd Amin (H)* *Ms Syafiqah Atiqah Binti Amiruddin* *Afrina Asma' Alhannah Binti Azhan* *Muhammad Qhalif Azariq Bin Sahzan* *Nur Qistina Afiqah Binti Shaibi* *Zharif Airiss Bin Rizwal* *Nik Hazeeq Mirza Bin Nik Mohd Hanafi* *Nurhasya Binti Mahadzir*	• Ensure the flow of all programmes runs smoothly • To discuss the flow of the event with the secretariats • Students will assemble at the admin foyer and enter the Great Hall with a cheer led by the facilitators • To ensure videos that are prepared by the Multimedia team will be shown to parents in the Great Hall • To ensure all ushers distribute goodie bags to parents at the counter during bags to parents at the counter during check out day
Master of Ceremony	*Ms Catherine Sharlene Fernandez* *Mr Sulaiman bin Md Said* *Harvynna Kaur Kler* *Tengku Nuqman Faris Bin Tengku Saifudin*	• Official hosts of the briefing session for the parents • To remind all parents to put their phones on silent mode during the briefing session
Doa Recital	*Mr Muhammad 'Izzudden Bin Zawawi* *Muhammad Izzamir Bin Jamalullail*	• Facilitator in-charge is to prepare and lead the candidates for their prayers

Registration (In)		
Section	**Person-in-charge**	**Guidelines**
PA System, Venue Preparation, Banner and Signage	*Mr Mohd Herizan bin Mohd Yunus (H)* *Mr Mohd Zakee bin Muhamad Bakar* *Muhammad Aizat Bin Ahmad Yani* *Lilyana Binti Rizal*	• To support any technical work needed for registration • Ensure tables, extension wires, stand fans and partition boards are placed as in the floor plan • Lay out all banners and signs • All signages must be positioned properly and are viewable to guide the parents • Support the technical work needed for all events in the Great Hall throughout RBS
Traffic, Parking Control & Security	*Mr Fazilah bin Abd. Rahim (H)* *Mr Roslan bin Mustafa* *Mr Abu Bakar Ubaidah bin Ali* *Mr Ali Rahim bin Jaamat* *Mr Samadin bin Razali* *Mr Matesa bin Abd Rahman* *Mr Yusri bin Mohd Hanapi* *Mr Mahamud Khalil bin Mohd Ali* *Mr Mohd. Din bin Mat Hasin* *Mr Zulkifli bin Che Tun*	• Regulate all vehicles in the school compound • No vehicles should be parked at the admin foyer compound and the road near the cafeteria
Transportation	*Mdm Amelia bt Abd Wahit* *Mr Mohd Salleh bin Hassan* *Mr Johar bin Buang* *Mr Saari bin Md. Yusuf* *Mr Mohd Hisham bin Halim*	• Receive the candidate's luggage from the luggage counter and deliver them to their respective dormitories.

Section	Person-in-charge	Guidelines
Usher	*Mdm Rokiah bt Faroog Ahmad (H)* *Mdm Fadzlyaton bt Saad* *Mr Mohd Zaki bin Ramli* *Mdm Norbaya bt Abd Hadi* *Mdm Roslinda bt Yahya* *Mdm Khairunnisa bt Rosli* *Mdm Nur Haryani bt Abd Aziz* *Mdm Hariati bt Saring* *Mdm Siti Rafidah bt A. Rahman* *Pn Aini bt Awang* *Ms Suhana bt Zainal* *Mdm Junaida bt Mohd Amin* *Mdm Noor Farah'een bt. Abdul Hamid* *All facilitators*	• To guide all candidates to the registration counter and welcome parents to the Great Hall
Enquiries & Information Counter	*Mdm Morni Yangti bt Man (H)* *Mdm Natasya bt Mohd* *Afrina Asma' Alhannah Binti Azhan* *Muhammad Qhalif Azariq Bin Sahzan*	• Provide information to the candidate's and parents regarding the program/school curriculum/school activities or any relevant details
Luggage Counter	*Mr Farhan Ashman bin Md Zaid (H)* *Mr Mustapa bin Salleh* *Mr Mohd Rodi bin Mat Lazim* *Ms Nur Aishah bt Mohd Dilif* *Mdm Azi Azura bt Arzunaidi* *Mdm Syaza Elyna bt Ali Nordin* *Mdm Nurul Hajar bt Mazlan* *Jad Alfa Wafiyy Bin Jamree* *Mariam Najihah Binti Mohammad Hanis*	• Receive the luggage from the candidates and pass them over to the person in charge for transporting luggage. • Ensure that the bags have been properly arranged according to their dorms and each luggage has been tagged accordingly. • Ensure all bags are tagged properly. Tagging is done by secretariats.

Section	Person-in-charge	Guidelines
Check-in Counter	*Mdm Nur Hazwani Mohd Nor (H)* *Mdm Mazrifah Kaslar* *Mdm Norbaya Abdul Hadi* *Mdm Fatiah Jais* *Mr Farhan Ashman Bin Mohd Zaid* *Mr Mohammas Khairul Ashraf Bin M. Nor Afandi* *Dzuldiniy Hussain Bin Dzulkeflee* *Arissa Hani Binti Naimi* *Aina Batrisya Binti Hashimy* *Amin Bin Aznan* *Muhammad Qhalif Azariq Bin Sahzan* *Andi Nur Qistina Rania Binti Abdul Jalil* *Zharif Airiss Bin Rizwal* *Afrina Asma' Alhannah Binti Azhan* *Muhammad Aizat Bin Ahmad Yani*	• To ensure candidates have the documents needed for registration • To hand candidates a slip with their group number prior proceed to the registration counter Ensure all documents are prepared properly during check-in at the registration counter
Registration Counter	*Mdm Nur Hazwani Mohd Nor (H)* *Mdm Mazrifah Kaslar* *Mdm Norbaya Abdul Hadi* *Mdm Fatiah Jais* *Mr Farhan Ashman Bin Mohd Zaid* *Mr Mohammas Khairul Ashraf Bin M. Nor Afandi* *Dzuldiniy Hussain Bin Dzulkeflee* *Arissa Hani Binti Naimi* *Aina Batrisya Binti Hashimy* *Amin Bin Aznan* *Muhammad Qhalif Azariq Bin Sahzan* *Andi Nur Qistina Rania Binti Abdul Jalil* *Zharif Airiss Bin Rizwal* *Afrina Asma' Alhannah Binti Azhan* *Muhammad Aizat Bin Ahmad Yani*	• Receive documents from the candidates, staple them together and put it into the respective group's tray • Hand in candidate's tag and luggage tags • Ask about and record the candidate's allergies and submit the report immediately to Mr Zaharin • To keep all candidates' valuables (money, handphones and etc) in an envelope which will be kept in a safety box • To ensure all the original certificates (if there is any) are returned to respective candidates after selection has ended
Payment Counter	*Mdm Nurul Hasimah bt Ismail (H)* *Mdm Fatiah bt Jais* *Ms. Nurfarain bt Azmi* *Mdm Sarah Aida bt Abd Hadi*	• Prepare the KYS Official printed receipt with the candidate's name on it • Issue the receipts upon payment to students immediately • Ensure all cash money is kept safe

Other Committee Members		
Section	**Person-in-charge**	**Guidelines**
Logistics, Health & Welfare, Discipline & Safety	*Mr Mohamad Khairul Ashraf bin M. Nor Affandi (H)* *Mr Omar bin Mohd Dam* *Mr Mohd 'Izzuddden bin Zawawi* *Mr Farhan Ashman bin Md Zaid* *Mr Muhammad Faiz bin Norasi* *Mr Mustapa bin Salleh* *Mr Mohd Rodi bin Mat Lazim* *Mr Muhammad Nadzifuddin bin Muhd Sufian* *Mdm Azi Azura bt Arzunaidi* *Mdm Syaza Elyna bt Ali Nordin* *Mdm Nurul Hajar bt Mazlan* *Ms Nur Aishah bt Mohd Dilif* *Ms Nurfahanis Elyana bt Mahat* *Nur Ezreen Elysa Binti Azahar* *Taqriz Aris Bin Johan Aris* *Nazme Hanif Bin Norman Ezane* *Noor Alisha Binti Mohammad Razin*	• Manage all resources, issues concerning the health and welfare of the candidates • Maintain discipline, and assures safety of everyone
Multimedia & Photography	*Mr Abd Aziz Hj Nawi (H)* *Mr Azzley Md Yusof* *Mdm Khairunnisa bt Rosli* *Muhammad Aiman Bin Ahmad Sharman* *Iman Irdina Binti Sedi*	• Responsible for all multimedia presentations, and records of videos and photos • To ensure videos/ photos of activities are recorded and passed to Event Coordinator to be viewed in the Great Hall
Physical Test & Psychomotor	*Mr Rashidi b. Uyop (H)* *Aina Batrisya Binti Hashimy* *Linath Kumar a/l A. Selvakumar*	• To coordinate all sports related activities, which include several standard physical requirement tests • Those with medical problems are to be excused from such activities • To prepare back-up plan if it happens to be raining

Section	Person-in-charge	Guidelines
Food & Accommodation	*Mr Zaharin bin Sidek* ***(H)*** *Mr Abdul Malek bin Md. Yusoff* *Mr Asbullah bin Abu Bakar* *Mr Halimi bin Ahmad* *Mr Mohd Faizal bin Zainal* *Mr Mohd Khairol bin Hassan* *Mr Naszri bin Mohamed* *Mr Azami bin Mohamad Rashid* *Mr Shukri bin Ibrahim* *Mr Norazuan bin Borhan* *Mr Mohd Hairulnizam bin Nor* *Mr Abd Rahman bin Ali Kunju* *Mr Jaafar bin Abu* *Mr Shuaizi bin Abdul Jabar* *Nur Hielwa Layaly Binti Mohd Rodzi* *Azryn Harith Bin Zahari*	• In charge of keeping account of all food related issues, and to keep track of any candidates who have any food related allergies • Ensure that all facilities can accommodate all candidates • To prepare food based on the lists given by Mdm Mazrifah concerning candidates' allergies.
Medical Check-Up	*Ms Suhana bt. Zainal (H)* *Mdm Nur Haryani bt Abd Aziz* *MMC Doctors and nurses*	• Find out the doctor assigned for the medical check-up • Make sure doctors are at their designated places by the scheduled time, and are on time. • Check up on each candidate's current health status which includes a blood pressure test and the measurement of their height and weight.
Medical SOP	*Ms Syafiqah Atiqah Binti Amiruddin* *Muhammad Azmeer Bin MV Akbar* *Muhammad Adam Zachry Bin Mohd Ali* *Nurul Iman Binti Ab. Rahman* *Sarah Iryna Binti Reza*	• Ensure that candidates abide by all SOP Guidelines • Monitor the procedure of the candidate's medical check-up
Religious Activities	*Mr Mohd 'Izzudeen b. Zawawi* *Muhammad Izzamir Bin Jamalulail* *Nadia Nur Danisha Mohd Said*	• Conduct prayer sessions • Appoint *muazzin* among the candidates

Registration (Out)		
Section	**Person-in-charge**	**Guidelines**
Usher	*Mdm Rokiah bt Faroog Ahmad (H)* *Mdm Fadzlyaton bt Saad* *Mr Mohd Zaki bin Ramli* *Mdm Norbaya bt Abd Hadi* *Mdm Roslinda bt Yahya* *Mdm Khairunnisa bt Rosli* *Mdm Nur Haryani bt Abd Aziz* *Mdm Hariati bt Saring* *Mdm Siti Rafidah bt A. Rahman* *Pn Aini bt Awang* *Ms Suhana bt Zainal* *Mdm Junaida bt Mohd Amin* *Mdm Noor Farah'een bt. Abdul Hamid* *All facilitators*	• Assist candidates and parents to their respective check-out counters • To make sure all parents receive their goodie bags before entering the Great Hall
PA System, Venue Preparation, Banner and Signage	*Mr Mohd Herizan bin Mohd Yunus* *Mr Mohd Zakee bin Muhamad Bakar* *Muhammad Aizat Bin Ahmad Yani* *Lilyana Binti Rizal*	• Ensure that the PA System is well set and the venues for the event are well prepared with the equipment needed as stated in the floor plan • Make sure that the banner and signage are prepared and displayed clearly to guide the parents
Goodie Bag Counter	*Mdm Rokiah Faroog Ahmad (H)* *Mdm Amelia Abd Wahit* *Mdm Aini Awang* *Mdm Morni Yangti Man* *Mdm Natasya Mohammad* *Mdm Siti Rafidah Binti A. Rahman* *Mdm Amelia bt Abd. Wahit*	• Distribute goodie bags to the candidates before leaving the program • Make sure that the individual certificate and group photo is in each goodie bag • Collect the luggage coupon
Check-Out Counter	*Mdm Nur Hazwani Mohd Nor (H)* *Mdm Mazrifah Kaslar* *Mdm Norbaya Abdul Hadi* *Mdm Fatiah Jais* *Mr Farhan Ashman Bin Mohd Zaid* *Mr Mohammas Khairul Ashraf Bin M. Nor Afandi* *Dzuldiniy Hussain Bin Dzulkeflee* *Arissa Hani Binti Naimi* *Aina Batrisya Binti Hashimy* *Amin Bin Aznan* *Muhammad Qhalif Azariq Bin Sahzan* *Andi Nur Qistina Rania Binti Abdul Jalil* *Zharif Airiss Bin Rizwal*	• Distribute the check-out slips to the candidates/parents • All check-out slips must be signed by the candidate's parents

Section	Person-in-charge	Guidelines
Luggage Counter	*Mr Farhan Ashman bin Md Zaid* *Mr Mustapa bin Salleh* *Mr Mohd Rodi bin Mat Lazim* *Ms Nur Aishah bt Mohd Dilif* *Mdm Azi Azura bt Arzunaidi* *Mdm Syaza Elyna bt Ali Nordin* *Mdm Nurul Hajar bt Mazlan* *Jad Alfa Wafiyy Bin Jamree* *Mariam Najihah Binti Mohammad Hanis*	• Receive the luggage from the candidates and pass them over to the person in charge for transporting luggage • Ensure that the bags have been properly arranged according to their dorms and each luggage has been tagged accordingly.
Traffic, Parking Control & Security	*Mr Fazilah bin Abd. Rahim (H)* *Mr Roslan bin Mustafa* *Mr Abu Bakar Ubaidah bin Ali* *Mr Ali Rahim bin Jaamat* *Mr Samadin bin Razali* *Mr Matesa bin Abd Rahman* *Mr Yusri bin Mohd Hanapi* *Mr Mahamud Khalil bin Mohd Ali* *Mr Mohd. Din bin Mat Hasin* *Mr Zulkifli bin Che Tun*	• Regulates all vehicles in the school compound • No vehicles should be parked at the admin foyer compound and the road near the cafeteria

Panels		
Section	**Person-in-charge**	**Guidelines**
Interview Session	*Ms Karen Lai Kuen Choo (H)* *Mdm Nur Hafizah bte Abd Hamid* *Arissa Hani Binti Naimi* *Aftab Bin Ramizi*	• Prepare question sets for interviewers • Prepare assessment forms • Students are to be interviewed to know them better and to evaluate their communication skills • All interviews must be conducted in English • Comments on each candidate's performance during the interview must be briefly explained • Facilitators will make sure that all candidates will carry out the interview session and the medical check up simultaneously.
Student Evaluation	**Leadership Skills** *Mdm Azween Bt Sabtu* *Nur Qistina Afiqah Binti Shaibi* *Zharif Airiss Bin Rizwal*	• Prepare the QS2 Leadership Skills and Physical Test & Psychomotor activities • Make sure that all the assessment forms have been filled up and written with comments by their respective assessors
	Physical Test & Psychomotor *Mr Rashidi Bin Ayob* *Aina Batrisya Binti Hashimy* *Linath Kumar a/l A. Selvakumar*	
	All assessors	• Evaluate the candidate's performance throughout the whole program • Give comments about all the candidates • Fill in the QS2 assessment form for each candidate in the group • All group assessors must key in an overall remark of each candidate in their groups on the 21st of December 2020 during the anchoring session. • Please refer to Assessor Guideline in the QS2 booklet
	All facilitators	• Assist the candidates throughout the program in the event of any difficulties. • Help the assessors evaluate the students at the end of the program.
Entrance Exam 2	*Miss Siti Fatimah Azzahra bt Mohd Dan (H)* *Miss Nurul Ashima Binti Hamdan* *Puteri Qistina Binti Adnan* *Andi Nur Qistina Rania Binti Abdul Jalil* *Muhammad Danish Daniel Bin Afendi* *Jad Alfa Wafiyy Bin Jamree* *Irdina Aqeelah Binti Ahmad Shahril*	• Arrange the chairs and tables in the respective rooms before the examination. • Prepare the examination schedule for the three days that the exams will be carried out. • Monitor the exam rooms as well as assisting the invigilators if the students need help.

DAY 1: 22nd December 2020, Tuesday

TIME	ACTIVITY	VENUE	REMARKS	
9.00 am	Registration	Admin Foyer	1. Students will adjourn to transit points (academic rooms, theatrettes and specialist rooms). 2. A survey will be conducted by facilitators (t-shirt size, allergies and spelling of name)	
10.00 am	Briefing by the Principal	Great Hall	**PARENTS ONLY**	**Secretariat on Duty:** Afrina Asma' Alhannah Binti Azhan **Attire:** Teachers & Staff • Saturday Attire Facilitators & Secretariats • School Uniform RBS Students • School Uniform
	Medical Check-up 1	KYSIS Block	**Facilitators on duty:** 1. Muhammad Izzamir bin Jamalulail 2. Qadra binti Azrulnizam	
	Photography session 1			
12.00 pm	Check-in to dorms	Respective dormitories	1. All luggages will be loaded onto the van and buses. 2. Candidates will proceed to their respective dormitories and unload their luggage. 3. Facilitator will assist their group members.	
1.00 pm	Zohor Prayers	Surau	**Facilitators on duty:** 1. Nazme Hanif bin Norman Ezane 2. Nur Ezreen Elysa binti Azahar	
	Lunch	Dining Hall		
2.00 pm	Medical Check-up 2	KYSIS Block	1. Alternative place (if it rains), Dining Hall. 2. Facilitators will make sure their groups are there on time.	
	Photography session 2			
4.00 pm	Afternoon Break	Dining Hall	**Facilitators on duty:** 1. Muhammad Adam Shaqir bin Ahmad Sharmy 2. Dayangku Nur Nazihah Badrina binti Mohd Nazri	
	Asar prayer	Surau		
5.00 pm	Psychomotor 1– Physical Fitness	School Field	All facilitators	

6.30 pm	Self preparation	Respective Dormitories	**On duty :** RBS Dorm Leaders	
7.00 pm	Dinner	Dining Hall	**Facilitators on duty:** 1. Tengku Nuqman Faris bin Tengku Saifudin 2. Nadia Nur Danisha Mohd Said	**Attire:** Teachers and Staff • Smart casual Facilitators & RBS Students • Baju Melayu (boys) • Baju Kurung (girls) • Corporate shoes Secretariats • Saturday On
	Maghrib Prayer	Surau		
	Schedule & dormitories rules and regulations briefing	Dining Hall	All candidates	
8.15 pm	Entrance Exam 2 : Bahasa Melayu	Respective Rooms	**Facilitators on duty :** 1. Muhammad Azeem bin Kamarul Baharin 2. Arianna Saiful **Secretariats on duty :** 1. Nur Hielwa Layaly Binti Mohd Rodzi 2. Azryn Harith Bin Zahari	
9.15 pm	Entrance Exam 2 : English Language			
10.00 pm	Isya' prayer	Surau	**Facilitators on duty:** 1. Adam Harith bin Azam 2. Nur Adriana Zulaikha binti Ozlan Izma *All candidates will fill up their own reflection forms. *Pencils and forms will be provided.	
	Supper	Dining Hall		
10.30 pm	Lights off	Respective dormitories	**On duty:** RBS Dorm Leaders	

***Any changes to this tentative schedule will be informed from time to time**

DAY 2: 23rd December 2020, Wednesday

<table>
<tr><th>TIME</th><th>ACTIVITY</th><th>VENUE</th><th colspan="2">REMARKS</th></tr>
<tr><td rowspan="2">6.00 am</td><td>Wake-up call</td><td>Respective dormitories</td><td rowspan="3">Facilitators on duty:
1. Mirza bin Marzuki
2. Nur Sharyna Alia binti Shamsul Bahari</td><td rowspan="8">Secretariat on Duty:
Nik Hazeeq Mirza bin Nik Mohd Hanafi
Attire:
Teachers & Staff
• Smart Casual

Facilitators
• T-shirts with KYS logo

Secretariats
• Sport Shirt

RBS Students
• Interview Attire</td></tr>
<tr><td>Subuh prayers</td><td>Surau</td></tr>
<tr><td rowspan="2">7.00 am</td><td>Breakfast</td><td rowspan="2">Dining Hall</td></tr>
<tr><td>Daily reflection</td><td>Facilitators on duty :
1. Zariq Afsha Bin Zainal ‘Abidin
2. Harvynna Kaur Kler
Secretariats on duty :
1. Wan Ika Akisya Binti Wan Asmadi
2. Muhammad Arfan Bin Said Muhamad Khalil</td></tr>
<tr><td>8.30 am</td><td>Interview Session 1</td><td>Respective Rooms</td><td>Facilitators on duty:
1. Tengku Nurhan Akmal bin Tengku Saifudin
2. Noor Alisha binti Mohammad Razin</td></tr>
<tr><td>10.00 am</td><td>Morning break</td><td>Dining Hall</td><td>Facilitators on duty:
1. Muhammad Azeem bin Kamarul Baharin
2. Arianna Saiful
Secretariats on duty :
1. Muhammad Aizat Bin Ahmad Yani
2. Lilyana Binti Rizal</td></tr>
<tr><td>10.30 am</td><td>Interview Session 2</td><td>Respective Rooms</td><td>Facilitators on duty:
1. Tengku Nurhan Akmal bin Tengku Saifudin
2. Noor Alisha binti Mohammad Razin</td></tr>
<tr><td rowspan="2">1.00 pm</td><td>Zohor prayer</td><td>Surau</td><td rowspan="2"></td></tr>
<tr><td>Lunch</td><td>Dining Hall</td></tr>
</table>

2.00 pm	QS2—Leadership Skills	Respective rooms	**Facilitators on duty :** 1. Adib Fahimuddin bin Muhamad Syahrizat 2. Lau Weing Xi	
4.00 pm	Asar prayer	Surau	**Facilitators on duty :** 1. Mifzar bin Mahathir 2. Nor Marcella Ayesha binti Ahmad Lokman	Teachers & Staff • Smart Casual Facilitators & RBS Students • Baju Melayu (boys) • Baju Kurung (girls) • Corporate shoes Secretariats • Saturday On
	Afternoon break	Dining Hall		
5.00 pm	Psychomotor 2– Games & Skills	School Field	All facilitators	
6.30 pm	Self Preparation	Respective dormitories	**On duty :** RBS Dorm Leaders	
7.00 pm	Dinner	Dining hall	**Facilitators on duty :** 1. Ahmad Sufian bin Zainal Abidin 2. Nuryn Sophea binti Norizan	
	Maghrib prayer	Surau		
8.15 pm	Entrance Exam 2 : Mathematics	Respective rooms	**Facilitators on duty :** 1. Noor Irfan bin Noor Ilias 2. Aleeya Husna binti Ahmad Amran **Secretariats on duty :** 1. Muhammad Aiman Bin Ahmad Sharman 2. Iman Irdina bt. Sedi	
9.15 pm	Entrance Exam 2: Science			
10.00 pm	Isya' prayer	Surau	**Facilitators on duty :** 1. Taqriz Aris bin Johan Aris 2. Raja Azzrine Binti Raja Azizdin	
	Supper	Dining Hall		
10.45 pm	Lights off	Dormitories	**On duty:** RBS Dorm Leader	

***Any changes to this tentative schedule will be informed from time to time**

DAY 3: 24th December 2020, Thursday (Non-Axiata candidates)

TIME	ACTIVITY	VENUE	REMARKS	
6.00 am	Wake-up call	Dormitories	**Facilitators on duty:** 1. Ahmad Dzafer bin Mohd Adzahar 2. Marsha binti Mokhtar	**Secretariat on Duty:** Muhammad Qhalif Azariq Bin Sahzan **Attire:** Teachers & Staff • Smart Casual Facilitators & Secretariats • RBS Shirt RBS Students • RBS Shirt
	Subuh prayers	Surau		
7.00 am	Breakfast	Dining Hall		
	Daily Reflection			
8.15 am	Entrance Exam 2 : Critical Reasoning	Respective rooms	**Facilitators on duty :** 1. Muhammad Adam Shaqir bin Ahmad Sharmy 2. Qadra binti Azrulnizam **Secretariats on duty :** 1. Lekha Varshiny a/p Sivanandan 2. Adam Ilyas Bin Admi	
9.00 am	Anchoring and self-improvement session	Respective rooms	**Facilitators on duty:** 1. Noor Irfan bin Noor Ilias 2. Aleeya Husna binti Ahmad Amran	
10.00 am	Morning break	Dining Hall	**Facilitators on duty :** 1. Ahmad Sufian bin Zainal Abidin 2. Nuryn Sophea binti Norizan	
11.00 am	Closing ceremony with parents	Great Hall	**Facilitators on duty:** 1. Tengku Nuqman Faris bin Tengku Saifudin 2. Nadia Nur Danisha Mohd Said	
12.00 pm	Registration out	Admin Foyer		
	Dismissal			

DAY 3: 24th December 2020, Thursday (Axiata candidates)

TIME	ACTIVITY	VENUE	REMARKS	
6.00 am	Wake-up call	Dormitories	**Facilitators on duty:** 1. Ahmad Dzafer bin Mohd Adzahar 2. Marsha binti Mokhtar	**Secretariat on Duty:** Muhammad Qhalif Azariq Bin Sahzan **Attire:** Teachers & Staff • Smart Casual Facilitators & Secretariats • RBS Shirt Axiata candidates • Interview attire
	Subuh prayers	Surau		
7.00 am	Breakfast	Dining Hall		
	Daily Reflection			
8.15 am	Entrance Exam 2 : Critical Reasoning	Respective rooms	**Facilitators on duty :** 1. Muhammad Adam Shaqir bin Ahmad Sharmy 2. Qadra binti Azrulnizam **Secretariats on duty :** 1. Lekha Varshiny a/p Sivanandan 2. Adam Ilyas Bin Admi	
9.00 am	Anchoring and self-improvement session	Respective rooms	**Facilitators on duty:** 1. Noor Irfan bin Noor Ilias 2. Aleeya Husna binti Ahmad Amran	
9.30 am	Morning break	Dining Hall	**Facilitators on duty :** 1. Ahmad Sufian bin Zainal Abidin 2. Nuryn Sophea binti Norizan	
10.00 am	Interview with Axiata Foundation	Theatrettes 1-5	Facilitators of groups 1 &2	
1.00 pm	Lunch	Dining Hall	**Facilitators on duty:** 1. Tengku Nuqman Faris bin Tengku Saifudin 2. Nadia Nur Danisha Mohd Said	
	Zohor prayers	Surau		
2.00 pm	Registration out	Admin Foyer		
	Dismissal			

6.0 GROUPING LIST

Group 1

Assessors

Mr Tazlie Sham b. Ab. Rahman
Ms Catherine Sharlene Fernandez

Facilitators Taqriz Aris
Raja Azzrine

Secretariat Linath Kumar

No	Index No.	Name	Gender	Dorm
1	BXP0744	MUHAMMAD ARIF BIN RUDINO	Male	E1
2	JXF0753	MUHAMMAD AISY ASYRAAF BIN MOHAMED RIZUAN	Male	E1
3	BXF0142	MUHAMMED EMIR 'AQASYA BIN RUZAINEE	Male	E1
4	NXF1020	AINA NADIA BINTI WAHID	Female	G2
5	BXF1111	KYRA BINTI FADRINURAQMAR	Female	G2
6	KXF0238	YESHVIKTA A/P SITHAMBARAM	Female	G2
7	BXF1007	NURAQILAH AUNI BINTI MOHD RIZAL	Female	G2
8	JXF0194	NUR AUNI QAISARA BINTI AZHAR	Female	G2
9	BXP0598	SUFIELYA NAFILA BINTI SYAMREEN-AZAM	Female	G2
10	MXF1086	VERONICA FERNANDEZ	Female	G2
11	WXF0651	RANIA BINTI ISMAIL	Female	G2
12	WXF0645	NISREEN HANNAH BINTI MOHD NAZMI	Female	G2

Group 2

Assessors

Mr Rama Chendra A/L Govindasamy
Mdm Azura binti Majid

Facilitators Adib Fahimuddin
Lau Weing Xi

Secretariat Aftab

No	Index No.	Name	Gender	Dorm
1	MXF0170	AVINESH A/L JAYAGANES	Male	E1
2	MXF0419	HARVIND ELANGGOVAN	Male	E1
3	MXF0652	MAYA ADRIANNA	Female	G3
4	WXF0553	NUR ARYA QISTINA BINTI NORZAUFIA	Female	G3
5	BXF0092	DAANIA ALEYSHA BINTI KHAIRUDIN	Female	G3
6	MXF0832	JIVHANTIKA A/P SHANMUGANATHAN	Female	G3
7	MXF0824	MAHALATHCHME A/P RAMODARAN	Female	G3
8	NXF0960	IZZA HUSNA BINTI ADZAIRIEL@SHAMSUL AZRUL	Female	G3
9	WXF0609	AESHLYN KAUR RANJIT SINGH	Female	G3
10	WXF0188	ARINA YASMIN BINTI MOHD HARITH	Female	G3
11	NXF1259	AILEEN ADELINE BINTI MUHAMMAD IHSAN CHEW	Female	G3
12	BXF0187	AISYA BINTI ASYRAF	Female	G3

Group 3

Assessors

Ms Adrin Teo Yee Chin
Mr Asrul Azuan bin Mat

Facilitators Mifzar
Nor Marcella Ayesha

Secretariat Sarah Iryna

No	Index No.	Name	Gender	Dorm
1	BYD0745	TUAN ADRIZ DANISH BIN TUAN HAZLI	Male	E2
2	BYL0068YD	NIK AFIQ RAIYAN BIN NIK AHMAD FAROUQI	Male	E2
3	BYD1293	WAN ADHAM HAFIZ BIN WAN ZALIZAN	Male	E2
4	WYD0941	ARIFF ISKANDAR BIN HASRUL AFFANDIE	Male	E2
5	BYD0650	AMSYAR AZ BIN AMAR AZ	Male	E2
6	BYD0868	AQEFF AQWA BIN ABDUL AZIZ	Male	E2
7	SYL0212YD	FITRI NUR IRWAYU BINTI ABDUL RAHMAN	Female	G4
8	WYD0262	NALYSSA BINTI AZALDIN	Female	G4
9	WYD0039	SAYANG ALEEYA BINTI REDUAN	Female	G4
10	NYL0099YD	NUR NATANIA SASHA BINTI ALIF KHAN	Female	G4
11	WYD0680	SITI MARYAM SAFIYYAH BINTI ABDUL RASHID	Female	G4
12	BYK1035YD	IMAN NUR HASANAH	Female	G4
13	WYD0229	NUR AMNI NAJIHAH BINTI ABDULLAH	Female	G4

Group 4

Assessors

Mr Faris bin Azman
Mdm Norhidayu binti Salam

Facilitators Zariq Afsha
Harvynna Kaur Kler

Secretariat Nurul Iman

No	Index No.	Name	Gender	Dorm
1	MYD0316	DANIEL HASBULLAH BIN MOHD SHUIB	Male	E2
2	QYL0217YD	ABANG MOHAMMAD MIKHAIL AZIZ BIN ABANG HASHIM	Male	E2
3	CYD0434	AHMAD ARIEF ERDEM BIN DZAIRUL HAIZAL	Male	E2
4	BYD0440	ELIJAH SIGAR JEFFREY	Male	E2
5	CYD0370	MUHAMMAD DANISH PUTERA BIN SAIPUL	Male	E2
6	DYD0724	MARILYN BINTI MANSOR	Female	G1
7	JYL0167YD	NUR FATIHAH BINTI MOHD RASHIDI	Female	G1
8	MYD0608	SARAHAIRUNISA BINTI ROIZAN	Female	G1
9	PYL0264YD	SALWA BINTI MUHAMMAD FIRDAUS OOI	Female	G2
10	CYD0844	NUR EIZ BINTI JASNI	Female	G2
11	NYD0332	SITI KAISARA BINTI KHAIRIL NIZAM	Female	G2
12	MYD0877	NUR ALIJA AMANI BINTI ZAHAR	Female	G2

Group 5

Assessors

Mr Chin Bak Kit
Mdm Natrah bt. Husman

Facilitators Nur Adriana Zulaikha
Adam Harith

Secretariat Wan Ika Akisya

No	Index No.	Name	Gender	Dorm
1	KYL0079YD	CARLIFF AKMAL BIN AZAM	Male	E3
2	NYL0940YD	DANI ALHAM SAUFI BIN NORIZAM	Male	E3
3	WYD0136	MUHAMMAD AMIEL AARIDZ BIN ROHAIZAD	Male	E3
4	MYL0224YD	ARIF AMIN BIN ASMAYATIM	Male	E3
5	BYL0557YD	MAYA ZAHRAA BINTI MOHD AZRAI	Female	G3
6	RYL0760YD	ZARA ZAFRINA BINTI ZAKARIA	Female	G3
7	JYD1276	NUR AFIQAH BINTI SHAHREEN NIZAM	Female	G3
8	WYD1065	SOHA KHAN BINTI MUHAMMAD RAMALL ITO	Female	G3
9	TYD0504	HANNA SUFIA BINTI MD. ZABAR NOOR	Female	G4
10	BYL0026YD	RATNA BINTI ZULKIFLI	Female	G4
11	JYK0047YD	PUTRI MYRA ALEESYA BTE KAMARUL ARIFFIN	Female	G4

Group 6

Assessors

Mr Sulaiman bin Md. Said
Mdm Nur Kamilah bt Salim Khan

Facilitators Tengku Nuqman Faris
Nadia Nur Danisha

Secretariat Nurhanna

No	Index No.	Name	Gender	Dorm
1	BYK0406SF	DANISH ANAQY BIN MAZLAN	Male	E3
2	BXP0436SF	MUHAMMAD ZUFAR BIN ABDULLAH	Male	E3
3	JXP0174SF	AEMRAN HASYMI BIN AZHAR	Male	E3
4	JYK0682SF	ADAM ZACHRY BIN MOHD ZAIHAN	Male	E3
5	BYD0075SF	RYYAN MUKHRIZ BIN MOHD ROSLI	Male	E3
6	BXP0145SF	LAU EAN QI	Female	F3
7	JXP0449SF	ZARIS ADALIA BINTI ZAINAL ABIDIN	Female	F3
8	BYK0305SF	SOPHEA ZAHRA BINTI MD HAMSAN	Female	F3
9	BXP0042SF	TENGKU NADRA AMANI BINTI TENGKU OMAR	Female	F3
10	BYK0038SF	NUR ARYSSA BINTI ABDUL LATIF	Female	F3

Group 7

Assessors

Mr Mohamad Faris bin Mokhtar
Ms Lau Rui Enn

Facilitators Nazme Hanif
Nur Ezreen Elysa

Secretariat Aemil Eusoff

No	Index No.	Name	Gender	Dorm
1	NXP1187SF	NAVVIIL A/L KANDASAMY	Male	E4
2	B0114	ADAM J AZIZEE	Male	E4
3	BYK0897SF	SYAFIQ ADAM BIN SYAZWAN HAZIMIN	Male	E4
4	WYK1251SF	RAED LUQMAN BIN ADZRAI AZIZ	Male	E4
5	BXP0195SF	KHAYRIZ EYMAN BIN KHAIDHIR	Male	E4
6	W0894	NURNAJIHAH BINTI MUHAMMAD FAIZOL	Female	F4
7	B1097	NADIA HANIN BINTI YUZAIRI	Female	F4
8	B1275	MARYAM RIDHWANI BINTI MUHAMMAD FARID	Female	F4
9	CYD0214SF	KASEH RANIYA BINTI MOHD ZUKRI	Female	F4
10	JXP0016SF	MYSHA ALEESHA BINISH BINTI RIZAL	Female	F4
11	BYK0586SF	NURQISTINA ERRYNE ADRIANA	Female	F4

Group 8

Assessors

Mr Anas bin Sahari
Mdm Sharmini Abdullah

Facilitators Muhammad Adam Shaqir
Qadra

Secretariat Iman Irdina

No	Index No.	Name	Gender	Dorm
1	BYK0104SF	SHEIKH MOHAMED HAKEF HAKEM	Male	E4
2	BYK0865SF	AKMAL FAYZEE BIN AZMEER	Male	E4
3	JXP0696SF	YUSOF BIN SAHRIL	Male	E4
4	WYK0207SF	AMEER LUQMAN BIN MOHD MAHFUDZ	Male	E4
5	BYK1212SF	MUHAMMAD RAYYAN ASYRAF BIN AZHAN	Male	E4
6	KYK0087SF	ALANG SURIA MANISA BINTI BAHARI	Female	F4
7	M0976	NUR INSYIRAH SOFFEIA BINTI HAIZLIN	Female	F4
8	TXF0627SF	SITI MARIATUL QIBTHIYYAH BINTI AHMAD RUSHDAN	Female	F4
9	PXF0147SF	NUR ELISYA BINTI RAMLI	Female	F4
10	B0602	MYRA AZ-ZAHRA BINTI MOHAMED RAFICK KHAN	Female	F4

Group 9

Assessors

Mr Ng Kim Suai
Mdm Nur Hazwani binti Mohd Nor

Facilitators Muhammad Izzamir
Nazihah Badrina

Secretariat Izzah Airiss

No	Index No.	Name	Gender	Dorm
1	JYK0346SF	ASYRAAF ELMAN BIN AKMAL HIJAZ	Male	D1
2	TXP0445SF	AHMAD ISKANDAR BAHRAIN BIN AHMAD SABRI	Male	D1
3	W0279	RIZQI ARYAN	Male	D1
4	W0838	MUHAMMAD A'IDIL ZAFRAN BIN MOHD SAIFULHADY	Male	D1
5	B0812	MUHAMMAD AFIQ SYAHMI BIN AHMAD SHAHRAN	Male	D1
6	WXF0737SF	AULEEYA NUR IMAN BINTI MOHD FAISAL	Female	G1
7	M0135	SAFIA MAISARAH BINTI SAZRIE	Female	G1
8	B1134	AMNA ZAAHIYAH BINTI AHMAD FADZIL	Female	G1
9	BYD1161SF	NAYLI NUR QASRINA BINTI SYAHRUL ZAKRI	Female	G1
10	B1063	NABILAH BINTI MOHD HANIFF	Female	G1

Group 10

Assessors

Mr Abd Aziz b. Hj. Nawi
Mdm Nur Hazirah binti Zulfakar

Facilitators Muhammad Azeem
Arianna Saiful

Secretariat Amin

No	Index No.	Name	Gender	Dorm
1	B0990	AHMAD UKAIL BIN AHMAD ZAKIR	Male	D1
2	W0213	EJAZ BIN ROSLAN	Male	D1
3	B0511	OMEIR ZAYDAN BIN AJWAD MUBARAK	Male	D1
4	BYK0208SF	MUHAMMAD HAIKAL BIN MOHD KHILMI	Male	D1
5	B0061	SYAHMI HARRIS BIN SHAIRUL WIZMAR	Male	D1
6	B1268	ADRIANA BINTI MOHD HASHRIZAL	Female	G1
7	C0172	AMALIA IRDINA BINTI HAZLAN	Female	G1
8	D1004	WAN ALYA NABILA BT WAN AHMAD	Female	G1
9	B0846	KHAIRA RADIYAH BT SAIFUL AKHTAR	Female	G1
10	N0060	NASYA ANNISA BINTI MOHD ALI YUSOF	Female	G1

Group 11

Assessors

Mr Azmi bin Muhammad
Mdm Shazra binti Abdul Wahid

Facilitators Mirza
Nur Sharyna Alia

Secretariat Mariam Najihah

No	Index No.	Name	Gender	Dorm
1	T1356	NIK AQIL SYAUQI BIN NIK ABDUL HALIM	Male	D2
2	BYK0402SF	MUHAMMAD NASHWAN NASR BIN MOHD NASIR	Male	D2
3	B0928	ADAM KHALIF BIN AHMAD HARZIMI	Male	D2
4	MYL0577SF	MUHAMMAD AQIL BIN HAIRUL MUDZAMIL	Male	D2
5	JYK1277SF	AIDIL AZAM BIN ADLI AZAM	Male	D2
6	B0392	ALANI SUMAYYA BINTI AINOR SYAHRIL	Female	F1
7	BYK0286SF	FATIN ALIYA BINTI MUHAMMAD FOUZI	Female	F1
8	NYK0064SF	FARAH ELISHA BINTI MOHAMAD BAHRUDDIN	Female	F1
9	BYL1176SF	MYRIAM KHAYRA BINTI MOHAMMAD AZREN	Female	F1
10	BXF1000SF	BATRISYIA DAANYA	Female	F1
11	M0176	NURUL ANEESA BT AHMAD SHARMAN	Female	F1

Group 12

Assessors

Mr Lim Siew Leng
Mdm Norhasanah binti Hassan

Facilitators Tengku Nurhan Akmal
Noor Alisha

Secretariat Azryn Harith

No	Index No.	Name	Gender	Dorm
1	BYK0733SF	DANIAL HAZIQ BIN MAS RIZAL	Male	D2
2	MYK0295SF	OMAR RIFQY BIN MANSUR	Male	D2
3	AYK0304SF	AKIF WAFI BIN AZRUL SANI	Male	D2
4	BYK1053SF	TENGKU MUHAMMAD IMRAN BIN TENGKU MOHD ASRULHAIDAR	Male	D2
5	B0702	FAKHRY ADLY BIN MD FADZLY	Male	D2
6	KYD1100SF	DANISH AIMAN BIN ROAZAM	Male	D2
7	WYK0294SF	ADAWIYATUL ANIQAH BINTI MOHAMAD YASIN	Female	F1
8	BXP0059SF	DARIN ATHIRA BINTI MOHAMMED AZZATH	Female	F1
9	BYK0149SF	AMIERA QISTINA SHAIKH MOHD AZLAN	Female	F1
10	WXP0999SF	ILHAM IMANI BINTI HASIF	Female	F1
11	BYK0538SF	AZRA MARISSA BINTI MOHD IDZUAN	Female	F1

Group 13

Assessors

Mr Mohd 'Izzudden bin Zawawi
Mdm Nursuryati binti Shaaban

Facilitators Ahmad Sufian
Nuryn Sophea

Secretariat Alia Syahirah

No	Index No.	Name	Gender	Dorm
1	BYD0287SF	FAIQ HUSAINI BIN MUHAMMAD FOUZI	Male	D3
2	BXF0139SF	MUHAMMAD ADAM DARWISY BIN MUHAMMAF RUZAINI	Male	D3
3	BYL0907SF	JAZIL WAIZZ BIN JAMREE	Male	D3
4	BYD1152SF	QAIM AQEEL BIN OMA MAHMUD	Male	D3
5	BYK0278SF	TUAH BIN NUR AZMAN	Male	D3
6	AYD1274SF	MUHAMMAD IRFAN DANISH BIN MOHAMAD NAHAR	Male	D3
7	BYD0488SF	IRIS ZARA JAZMINE BINTI ERUWAN	Female	F2
8	MYK0385SF	IRDINI BINTI ROSHIDI	Female	F2
9	B1341	RAJA NORLAILA ZARA BT RAJA NORZAINI	Female	F2
10	BYK0117SF	AFIEQAH QUZANDREA BINTI AZNORASHIQ	Female	F2
11	BXP0559SF	KARYSSA LYRA BINTI FAIZAL	Female	F2

Group 14

Assessors

Mr Muhamad Faiz bin Norasi
Ms Nur Aishah binti Mohd Dilif

Facilitators Noor Irfan
Aleeya Husna

Secretariat Danish Deniel

No	Index No.	Name	Gender	Dorm
1	WXF1298SF	RIFQI RIZQ BIN MOHD NAJIB	Male	D4
2	KXP1286SF	AHMAD DANISH BIN AHMAD FAIZAL	Male	D4
3	MYK0253SF	AMIR AKRAM HAKIM BIN MAHAIYUDDIN	Male	D4
4	W0882	HANI EZRY ZANE MIKAIL BIN MOHAMMAD HANIFAH	Male	D4
5	BYL0460SF	HAKEEM AL DIN BIN H HAMID	Male	D4
6	BXP0100SF	AHMAD ZAKWAN BIN AHMAD ZAKI	Male	D4
7	BYK0232SF	IMAAN ASHLIN BINTI MOHD IRWAN	Female	F2
8	B0312	ILHAN NUR AFSHEEN BINTI MOHD KHAIRIL FEISAL	Female	F2
9	BXP0241SF	SITI SARA IMAN BINTI AHMAD TERRIRUDIN	Female	F2
10	MYK0123SF	NUR DAYANA SAFEERAH	Female	F2
11	BXP0007SF	INSYIRAH QADRIAH BINTI MOHD FARID	Female	F2

Group 15

Assessors

Mr Farhan Ashman bin Md Zaid
Mdm Nurfahanis Elyana bt. Mahat

Facilitators Ahmad Dzafer
Marsha

Secretariat Irdina Aqeelah

No	Index No.	Name	Gender	Dorm
1	BXP0033SF	MEOR RAZLAN BIN MEOR MOHD FADZLY	Male	D4
2	JYK0265SF	ANDI MUHAMMAD QASHREE RAZIN BIN ABD JALIL	Male	D4
3	BYD0499SF	MUHAMMAD MIRZA BIN MOKHTAR	Male	D4
4	BXP1077SF	IMAN RAYYAN BIN AHMAD NAJIB	Male	D4
5	B1252	MUHAMMAD ADAM DANISH BIN MOHD SYAZWAN	Male	D4
6	B0409	PUTRI NUR NADYA BINTI MOHAMAD FAIRUZ	Female	F3
7	DYK0339SF	DYANN ZAHIERA BT MAZDY	Female	F3
8	BYK0137SF	NUR AINA SAFFIAH BINTI MOHD FADZIL	Female	F3
9	KYK1043SF	NIK NURFADLIN ARDHINI BINTI NIK NOORFADLY	Female	F3
10	BXP0642SF	SOFEA ALYA QAISARA BINTI AMIRUDDIN	Female	F3
11	B1327	ADDENA YASMIN BINTI MOHAMMAD HAFEEZ	Female	F3

7.0 LIST OF SECRETARIATS

NO.	TASK	NAME	CLASS	HOUSE
1	Head of Secretariat	Afrina Asma' Alhannah Binti Azhan	4I	HSN
		Muhammad Qhalif Azariq Bin Sahzan	4J	RZK
2	Assistant Head Secretariat	Nur Qistina Afiqah Binti Shaibi	4J	HSN
		Zharif Airiss Bin Rizwal	4J	RZK
3	Head of Facilitator	Nik Hazeeq Mirza Bin Nik Mohd Hanafi	4I	HSN
		Nurhasya Binti Mahadzir	4G	HSN
4	Medical and SOP	Muhammad Azmeer Bin MV Akbar	4G	RZK
		Muhammad Adam Zachry Bin Mohd Ali	3R	HSN
		Nurul Iman Binti Abd Rahman	4I	HSN
		Sarah Iryna Binti Reza	4G	RZK
5	Entrance exam 2	Puteri Qistina Binti Adnan	4A	RZK
		Andi Nur Qistina Rania Binti Abdul Jalil	3A	RHM
		Muhammad Danish Daniel Bin Afendi	2T	RHM
		Jad Alfa Wafiyy Bin Jamree	4G	RZK
		Irdina Aqeelah Binti Ahmad Shahril	2A	RZK
6	Psychomotor	Aina Batrisya Binti Hashimy	4I	RZK
		Linath Kumar a/l A. Selvakumar	4T	HSN
7	2S	Wan Nur Aina Binti Wan Hassan	4T	RHM
		Amin Bin Aznan	4J	HSN
8	QS2	Adam Ilyas Bin Admi	4I	RZK
		Lekha Varshiny a/p Sivanandan	4G	RZK
9	Leadership	Nur Qistina Afiqah Binti Shaibi	4J	HSN
		Zharif Airiss Bin Rizwal	4J	HSN
10	Signage	Nurhanna Binti Harull Anuar	4A	RZK
		Muhammad Arshad Bin Abdul Malik	4T	HSN
11	Editing and Design	Muhammad Aizat Bin Ahmad Yani	4A	RHM
		Lilyana Binti Rizal	4R	HSN
12	Stationery	Wan Ika Akisya Binti Wan Asmadi	4I	RZK
		Muhammad Arfan Bin Said Muhamad Khalil	4I	RHM
		Muhammad 'Ariz Muhammad Akmal	3I	RHM
		Erin Binti Zulkiflee	4T	RZK
13	Photography	Muhammad Aiman Bin Ahmad Sharman	4J	RZK
		Iman Irdina bt. Sedi	4I	RZK
14	Food and Accommodation	Nur Hielwa Layaly Binti Mohd Rodzi	4A	RZK
		Azryn Harith Bin Zahari	3I	HSN
15	Interview	Arissa Hani Binti Naimi	3T	RHM
		Aftab Bin Ramizi	4A	RZK
16	Programme Booklet	Dzuldiniy Hussain Bin Dzulkeflee	4T	RZK
		Alia Syahirah Binti Rosman	4R	HSN
17	Printing	Danish Akmal Bin Roazam	4I	HSN
		Syafiq Akmal Bin Samsudin	4J	HSN

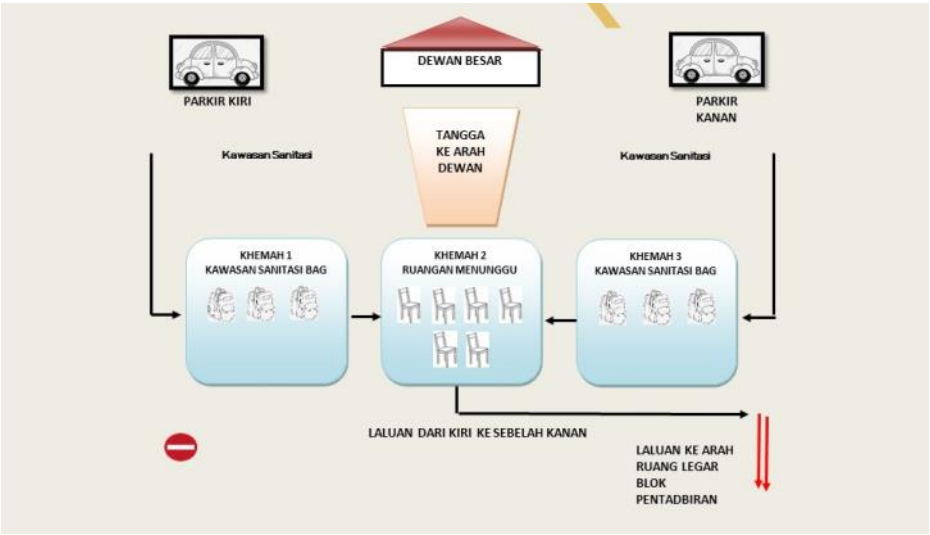
8.0 LIST OF FACILITATORS AND GROUP SECRETARIATS

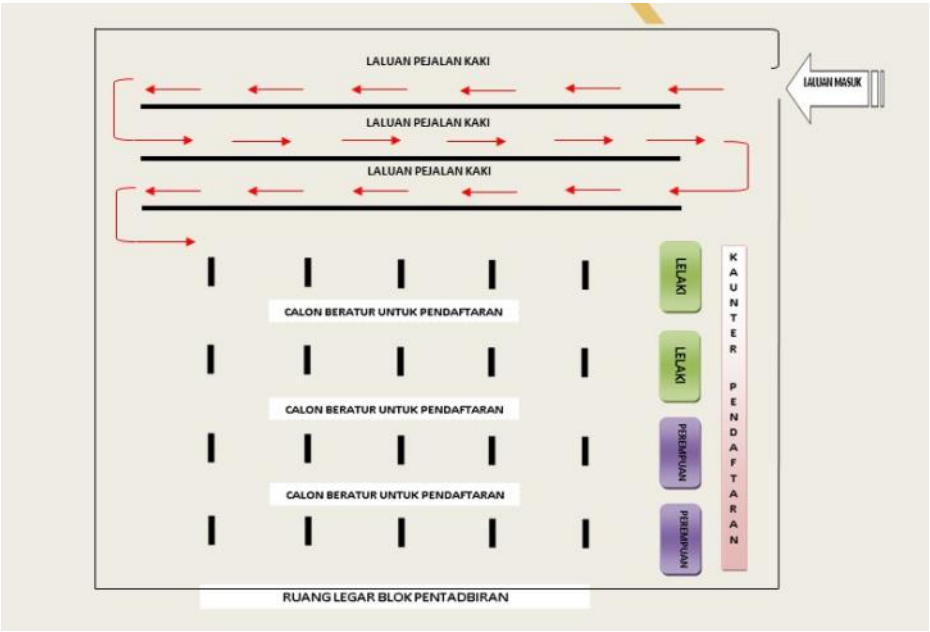
GROUP	NAME	CLASS	HOUSE
1	Taqriz Aris Bin Johan Aris	4R	HSN
	Raja Azzrine Binti Raja Azizdin	4A	HSN
	Linath Kumar a/l Selvakumar	4T	HSN
2	Adib Fahimuddin Bin Muhamad Syahrizat	4R	RZK
	Lau Weing Xi	4T	RHM
	Aftab Bin Ramizi	4A	RZK
3	Mifzar Bin Mahathir	4A	RZK
	Nor Marcella Ayesha Binti Ahmad Lokman	3J	RZK
	Sarah Iryna Binti Reza	4G	RZK
4	Zariq Afsha Bin Zainal 'Abidin	4T	HSN
	Harvynna Kaur Kler	4G	HSN
	Nurul Iman Binti Ab. Rahman	4I	HSN
5	Adam Harith Bin Azam	4J	HSN
	Nur Adriana Zulaikha Binti Ozlan Izma	4I	RHM
	Wan Ika Akisya binti Wan Asmadi	4I	RZK
6	Tengku Nuqman Faris Bin Tengku Saifudin	4I	RHM
	Nadia Nur Danisha Mohd Said	4J	RHM
	Nurhanna Binti Harull Anuar	4A	RZK
7	Nazme Hanif Bin Norman Ezane	4J	HSN
	Nur Ezreen Elysa Binti Azahar	4R	HSN
	Aemil Eusoff Bin Amiran	4T	RHM
8	Muhammad Adam Shaqir Bin Ahmad Sharmy	4G	RHM
	Qadra Binti Azrulnizam	4R	RZK
	Iman Irdina Binti Sedi	4I	RZK
9	Muhammad Izzamir Bin Jamalulail	4T	HSN
	Dayangku Nur Nazihah Badrina Binti Mohd Nazri	4T	HSN
	Izzah Airiss Binti Rizwal	3T	RZK

10	Muhammad Azeem Bin Kamarul Baharin	4I	RHM
	Arianna Saiful	4R	RHM
	Amin Bin Aznan	4J	HSN
11	Mirza Bin Marzuki	4G	HSN
	Nur Sharyna Alia Binti Shamsul Bahari	4G	HSN
	Mariam Najihah Binti Mohammad Hanis	4G	RHM
12	Tengku Nurhan Akmal Bin Tengku Saifudin	3G	RHM
	Noor Alisha Binti Mohammad Razin	4T	RHM
	Azryn Harith Bin Zahari	3I	HSN
13	Ahmad Sufian bin Zainal Abidin	3G	RHM
	Nuryn Sophea binti Norizan	4T	RZK
	Alia Syahirah Binti Rosman	4R	HSN
14	Noor Irfan bin Noor Ilias	4T	RHM
	Aleeya Husna binti Ahmad Amran	2A	RZK
	Muhammad Danish Deniel Bin Afendi	2T	RHM
15	Ahmad Dzafer bin Mohd Adzahar	3G	HSN
	Marsha binti Mokhtar	4A	RHM
	Irdina Aqeelah Binti Ahmad Shahril	2A	RZK

9.0 REGISTRATION

9.1 Floor Plan Registration (In)



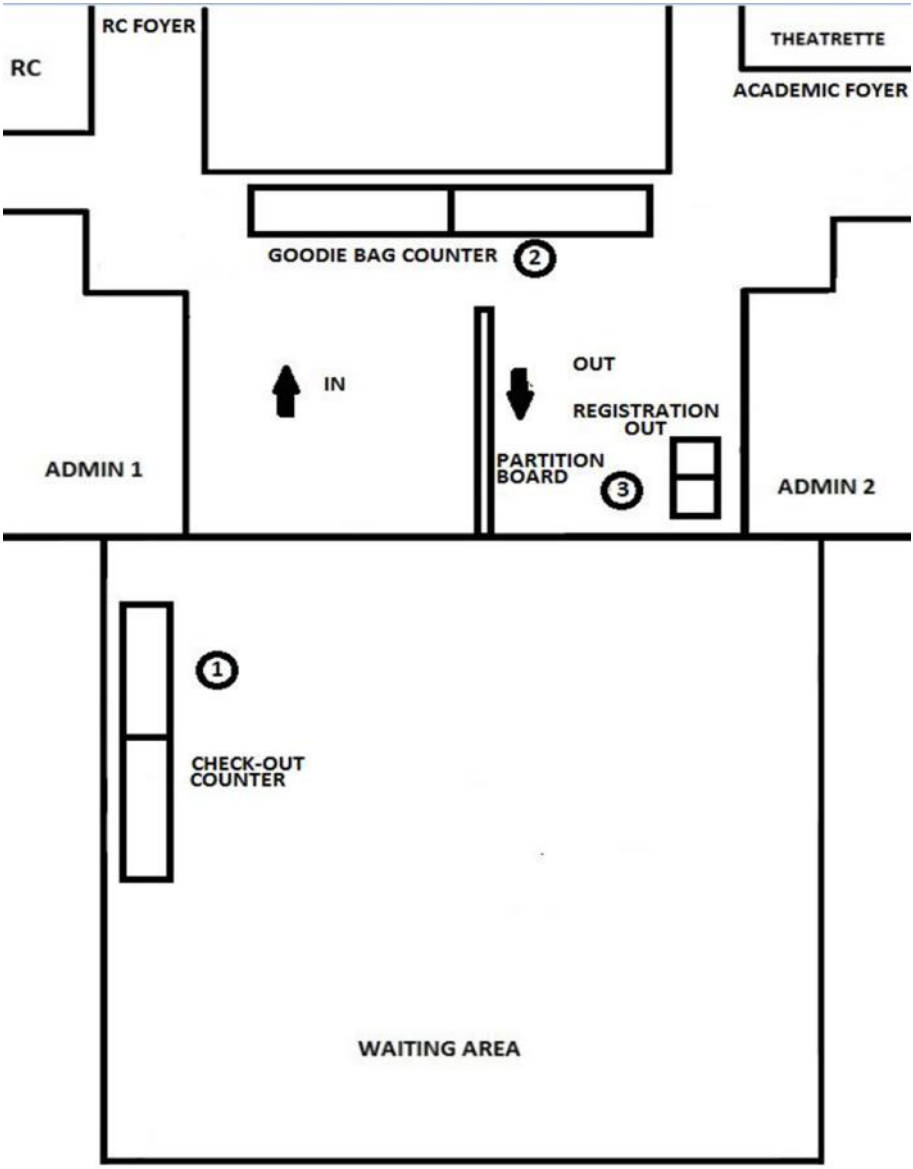


9.2 Checkpoint Instruction (In)

CHECKPOINT	GUIDELINE
Guard house	-Staff must be on duty at the main entrance of KYS at 7.30 am wearing PPE. -Check the body temperature of parents and children, make sure the QR code is scanned, submit the program book and queue number for briefing -Students or parents with a body temperature reading above 37.5 is isolate temporarily to repeat the body temperature check -Inform the nurse if there is students who have a body temperature above 37.5
Road	-Staff on duty at the KYS entrance lead towards the parking lot of the main hall at 7.30 am wearing PPE. -Ensure that vehicles are parked in the place provided and do not obstruct other vehicles. -Ensure vehicles move smoothly at all times. -Sanitation of student bags in the tent in front of the foyer
PA System in Great Hall	-Unlock the Great Hall at 7.30 am for a briefing. -Ensure PA System, air conditioning and lights are in good condition and functioning. -Provide mic, rostrum, pointer and ensure Mr Tan's slides can be shown, if any -Make sure there is a standby cleaner in the toilet.
Transportation	-Ensure all vehicles are in a clean condition. -Take students with their bags to the dorm using vans and buses -Perform vehicle sanitation after all is completed. -Standby if needed for other work. -Student bags (girls) will be collected by RC -Student bags (boys) will be collected by theatrette
Information counter	-Working at the information counter, the Great Hall -Welcome parents to KYS. -Ensure parents enter the hall before the briefing begins. -Prepare KYS pamphlets for distribution to parents -Inform all the information needed by parents regarding to KYS
Photography	-Take all pictures / videos related to student involvement in activities that have been scheduled throughout the RBS -Pictures / videos need to be submitted to the marketing staff to be uploaded on KYS official media.
Registration	-Ensure only students are enrolled. Parents are not allowed to enter the registration area. -Ensure students are at the right counter and the registration process runs smoothly. -Ensure all documents have been completed and student bags have been sanitized. Please check the checklist. -Ensure that students do not bring prohibited items during registration

Payment counter	-Working at the payment counter in the foyer. -Receive a participation fee of RM 150.00 and submit the payment receipt to the student.
Usher in the Great Hall	-Served outside and inside the Great Hall -Allow only one family representative to attend the briefing. -Ensure there is social distancing in the hall -Ensure parents sanitize hands before entering the hall
Usher at foyer	-Serve in the registration area including the outside of the sanitation tent -Allow only one family representative for registration -Ensure student bags are sanitized before registering. -Ensure students bring all required documents -Ensure there is social distancing around the registration area
Usher at parking lot	-Working in the parking area next to the main hall (left & right) -Allow one family representative to help lift the student bag. -Ensure students bring all documents and bags for registration -Ensure there is social distancing around the registration area -No prohibited items brought along
Medical check up	-Ensure that all students undergo a health check-up.
Luggage	-Ensure that all student bags have been sanitized and collected in the correct place. -Ensure students pick up all their bags and belongings before heading to the dorm. -Ensure that there is no loss or theft of goods due to the negligence of the students or staff on duty

9.3 Floor Plan Registration (Out)



9.4 Checkpoint Instructions (Out)

CHECKPOINT	WORK PROCEDURE
CHECKPOINT 1: CHECK-OUT COUNTER	1. Identify name of the candidate and group he/she belongs to. 2. Ensure the parents have signed the check-out slip of their children. 3. Restrict parents from entering the registration out area.
CHECKPOINT 2: GOODIE BAGS COUNTER	• Proceed to the goodie bags counter according to group. • Present check-out slip to collect goodie bags for candidates and parents. • Make sure to tick the students' name from the list. • Collect luggage at the Luggage Counter.
CHECKPOINT 3: REGISTRATION OUT COUNTER	• Remind candidates to leave the check-out slip in the boxes provided according to groups. • Ensure that the candidates' legal guardians collect their child at the pick-up point at the car porch

10.0 GUIDELINES FOR SECRETARIATS

10.1 Introduction

Secretariats are a group of people who oversee the handling of the paper works and the flow of the event before and during the Residence-Based Selection. The secretariats are the key component in making every edition of Residence-Based Selection a success.

10.2 Objectives

10.2.1 To ensure all the paper works and details of every student are prepared before the event.

10.2.2 To make the job of the facilitators and assessors smooth during the Residence- Based Selection.

10.2.3 Helping the management to choose the qualified students to enter the school.

10.3 Procedures

10.3.1 Before The Event

10.3.1.1 Sorting out the students according to scholars and states

10.3.1.2 Design the shirt, goodies bag and labelling for the event.

10.3.1.3 Prepare all the forms needed for the students and assessors.

10.3.1.4 Planning the flow of the event.

10.3.1.5 Planning the working committee to ensure the process of working is smooth

10.3.2 During The Event

10.3.2.1 Provide the facilitators and assessors with forms needed to evaluate the students.

10.3.2.2 Key in the data received from the forms.

10.3.2.3 Link with assessors to obtain data of the students.

10.3.2.4 In-Charge of QS2 session throughout the whole program for students to be evaluated from.

10.3.2.5 Maintain the program flow for the whole Residence-Based Selection.

10.3.2.6 Give instructions to facilitators and assessors regarding their duties throughout the program.

10.3.3 After The Event

10.3.3.1 Post-mortems shall be done after all candidates have checked out.

10.3.3.2 Final evaluation and assessment of the candidates should be conducted by the facilitators and assessors during the Anchoring & Debriefing session on the last day of RBS.

10.3.3.3 Facilitators and Secretariats must ensure the school compound is neat and tidy after the RBS has been conducted.

10.4 Attire

10.4.1 School Uniform (during Registration & Checking In of Candidates)

10.4.2 T-shirts with KYS logo (Saturday On and Sport Shirt) with long track bottom and 70% white sports shoes

10.4.3 Only collared shirts that cover the collarbone are allowed.

10.4.4 No skinny jeans or coloured jeans. (Only blue, straight-cut jeans are allowed)

10.4.5 Tags are to be worn at all times

10.5 Obligations At Headquarters

10.5.1 Secretariats are not allowed to bring food and drinks into headquarters.

10.5.2 Watching movies and playing games are not allowed except during break.

10.5.3 Headquarters need to be kept tidy at all times.

10.6 Rules and Regulations For Secretariats

1. Only secretariats, the head of facilitators, teachers and the Chief Operating Officer are allowed to be in the Operation Room.
2. Secretariats are not allowed to eat or drink in the Operation Room.
3. Secretariats are not allowed to misuse, wreck, tear, dirty or stain any item that belongs in the Resource Centre.
4. Secretariats are to keep noise to a minimum. If they are noisy to a point they are disrupting other secretariats at work, they can be asked to leave the Operation Room.
5. To make sure the environment of the Operation Room is comfortable, these following things are not allowed:
    a. Talking or making noise.
    b. Drinking or eating.
    c. Throwing garbage everywhere.
6. All secretariats must follow the proper clothing etiquette.
7. Slippers are absolutely not allowed in the Operation Room.
8. The use of illegal items is absolutely prohibited in the Operation Room.
9. Secretariats are not allowed to spark distress amongst other secretariats in the Operation Room.
10. Secretariats are only allowed to do leisure activities such as watching movies, sleeping, etc. If the secretariat has finished their assigned work.
11. The Operation room must be kept neat and tidy at all times.
12. Ensure personal belongings are arranged in the Discussion Room before leaving the Headquarters.
13. All actions taken by the secretariats during the Residence Based Selection must follow the Medical SOP Guidelines (page 57)

11.0 GUIDELINES FOR FACILITATORS

11.1 Introduction

11.1.1 A facilitator is someone who helps a group of people understand their common objectives and assists them to plan to achieve them without taking a particular position in the discussion.

11.1.2 A Residence-Based Selection (RBS) facilitator plans, guides and manages respective groups to ensure that the group's objectives are met effectively, with clear thinking, good participation and full involvement from the RBS candidates.

11.2 Objective

11.2.1 To assist candidates when facing any difficulties and enquiry during the whole programme.

11.2.1.1 Difficulties and enquiry that may occur include getting caught in a fever, loss of belongings and facing homesickness.

11.2.2 To help assessors when evaluating candidates inside as well as outside of interview and Quality Student Search (QS2) sessions.

11.2.3 This helps the assessors to evaluate the candidates not only their character as portrayed in front of assessors, whereas the candidates' behaviour and interpersonal skills.

11.3 Procedure As Facilitator

11.3.1 Before Residence-Based Selection

11.3.1.1 Make sure that the dormitories are in proper condition for the Residence-Based Selection.

11.3.2 During Registration/Check-In

i) Greet parents and welcome the candidates with open arms.

ii) Ensure candidates bring along acquired documents (such as participation certificates and etc.) before parting with parents.

iii) Luggage is to be checked in and each baggage must be labelled with the luggage tags provided.

11.3.3 During Residence-Based Selection

11.3.3.1 General Procedure

i) Facilitators must always be at scheduled venues before candidates arrive.

ii) No nicknames and houses can be mentioned to the candidates.

iii) Must always assist candidates wherever activities are held and wherever they go. (Includes: guiding the students to go to the toilet)

iv) Ensuring candidates are not late for any activities including daily meals, Jemaah prayers at the Surau, and activities throughout the whole programme.

v) Ensure that either one of the facilitators of each group must take clip boards, Assessment Forms, Interpersonal Character Evaluator (ICE) Forms and Diary Reflection Forms at required times.

vi) Clip boards and Assessment Forms are prepared by the secretariats at the RBS Headquarters before every session.

vii) When filling in ICE Forms, facilitators are to help the assessors evaluate the candidates.

viii) Diary Reflection Forms are to be filled up by candidates on their own.

11.3.3.2 At the Dining Hall

i) Ensure candidates sit with their respective group mates at assigned tables.

ii) Boys must tuck in their shirts.

iii) Girls must tie up their hair neatly.

iv) Only collared shirts, long track bottoms, baju Melayu/ kurung, corporate leather shoes and sports shoes are allowed. (No slippers and round-collared shirts in the dining hall)

11.3.3.3 At the Surau

i) Non-Muslims are to proceed to the dining hall when prayers are ongoing.

ii) Candidates and facilitators must perform their Jemaah prayers at the Surau (including girls staying at the girls' dormitories; no prayers should be done at the Musollah)

iii) Female RBS Candidates may leave their 'telekung' at the Surau. (However, facilitators must ensure the candidates' 'telekung' or bags are arranged neatly and no valuable belongings are kept at the Surau)

11.3.3.4 At the Dormitories

i) Each dormitory must have at least ONE facilitator-in-charge to take care of the candidates.

ii) Candidates must always lock their lockers as security pre-caution.

iii) Facilitators must do wake up calls, led by facilitator-on-duty.

iv) Facilitators of each dorm must always head count the RBS Candidates in respective dorms before leaving the dormitories at all times.

v) During lights off:

a. Facilitators are NOT allowed to sleep in other dormitories
b. Facilitators are NOT allowed to watch movies/ play games
c. Facilitators must ensure candidates are asleep at respective beds by lights off

11.3.3.5 During Interview & Medical Check-Up Session

i) Facilitators must make sure candidates are dressed at their best for the interview and do not come in late for their sessions.

ii) Medical Check-Ups are conducted at the sickbay for all students in a certain period of time.

11.3.4 After Residence-Based Selection

11.3.4.1 Post-mortems shall be done after all candidates have checked out.

11.3.4.2 Final evaluation and assessment of the candidates should be conducted by the facilitators and assessors during the Anchoring & Debriefing session on the last day of RBS.

11.3.4.3 Facilitators and Secretariats must ensure the school compound is neat and tidy after the RBS has been conducted.

11.4 Attire

11.4.1 School Uniform (during Registration & Checking in of Candidates)

11.4.2 Prep Attire with school shoes (no sandals are allowed during dinner)

11.4.3 T-shirts with KYS logo with long track bottom and 70% white sports shoes

11.4.4 Tags are to be worn at all times

11.5 Rules and Regulations For Facilitators

1. Facilitators are not allowed to sleep at other dormitories.
2. Facilitators are to be cheery and helpful to the RBS Candidates throughout the programme.
3. Facilitators are to maintain self-discipline and etiquette in front of the candidates at all times.
4. Facilitators must follow instructions as careful as possible to ensure the flow of the whole Residence-Based Selection Program.
5. Facilitators must always wear the assigned choice of clothes.
6. Usage of nicknames amongst the facilitators and secretariats
7. Influencing the candidates to be inclined to a certain house.
8. Disgracing the KYS name and any individuals.
9. Act of any form of bully and ragging towards other secretariats, facilitators or candidates.
10. Usage of foul language and showing bad exemplary to the candidates
11. Being late or absent for any activities (including meals).
12. Trespassing into the Operation Room any time during the whole program.
13. All actions taken by the facilitators during the Residence Based Selection must follow the Medical SOP Guidelines (page 57)

12.0 LETTER OF UNDERTAKING



LETTER OF UNDERTAKING

STUDENT'S NAME:……..

REGISTRATION NUMBER: ….……

I/C: ……

I, as the name mentioned above, have already read and understood all the responsibilities and procedures as a **secretariat/ facilitator** for "Residence-Based Selection" of Kolej Yayasan Saad stipulated in the terms and conditions stated below.

I hereby declare and pledge to comply with all the procedures and responsibilities. I also understand that I could be penalized if I were to violate any of the rules set by the school.

Student's signature,

…….

Date: ……..

Head of Facilitator's signature: Head of Secretariat's signature:

…… ……..

( ) ( )

13.0 MEDICAL SOP GUIDELINES

13.1 Introduction

13.1.1 Kolej Yayasan Saad (KYS) has taken the initiative to create a certain set of guidelines to be followed by all teachers, staff, facilitators, secretariats as well as candidates during the Residential-Based Selection (RBS) in order to ensure safety amidst the COVID-19 pandemic

13.1.2 All of the guidelines are based on the Malaysian Health Ministry's specifications

13.2 Objective

13.2.1 Help the school management committee in taking critical measures to control the widespread pandemic of Covid-19

13.2.2 Ensure the safety of all candidates as well as the organizing members

13.3 Procedure

13.3.1 During Registration

13.3.1.1 Before entering, parents / guardians and candidates will have to take their temperature readings at the guard post.

13.3.1.2 The candidates' baggage will be collected for sanitization purposes.

13.3.1.3 The chairs will be arranged distantly from one another in order to maintain social distancing and avoid contact.

13.3.2 In the Dormitories

13.3.2.1 Parents / guardians are not allowed to enter the dormitories.

13.3.2.2 Before entering the dormitories, candidates have to sanitize their hands.

13.3.2.3 A face mask has to be worn at all times.

13.3.2.4 Candidates are not allowed to be on other candidates' beds.

13.3.2.5 A maximum of 4-6 people only are allowed inside the toilet depending on the size and capacity of the toilet.

13.3.3 In the Dining Hall

13.3.3.1 Candidates will have to scan a QR code that will be prepared on the entrance of the Dining Hall during breakfast and dinner.

13.3.3.2 The candidates' temperatures will be taken and recorded everyday before entering the Dining Hall at 7.00. am and 7.00 pm.

13.3.3.3 Candidates are not encouraged to talk to each other whilst eating.

13.3.3.4 Candidates must follow the arrowed path that has been prepared in order to keep the Dining Hall from being crowded.