


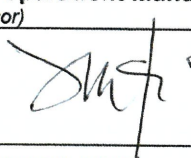
DETAILS OF TRAINING REQUEST (please ✓ or X in the appropriate box)

Type of Training:	In-house Training <input type="checkbox"/> Outside Training <input checked="" type="checkbox"/>
Title of Training Course:	Root Cause Investigation And Analysis
Start Date to End Date:	8th of September 2023
Duration:	1 day
Total No. of Participants:	2 pax
Proposed Training Provider:	Leonardo Malaysia (Collaboration with CAA International UK)
Location / Venue:	Online Platform
Estimated Cost:	RM2100.00/pax (TOTAL FOR 2 PAX: RM4200.00)
Justification: (to describe the purpose or objective of the training), (to attach training course outline or brochure as supporting documents if applicable)	<ul style="list-style-type: none"> - Recognize how effective root cause analysis on organisation's management system. - To familiarize on CAP1760 and its implications. - Learn to ensure adequately structured and documented process.

PROPOSED PARTICIPANTS (please attach separate list if necessary)

No.	Name	Staff No.:	Designation	Department
1.	Yusof Ahmad	8220C	QAI	QA
2.	Adam Zafran George Bin Abdullah	8329	TM	Training Dept
3.	AHMAD KUSHAIRI BIN YUNUS	8360	PGAT	TRNG.
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APPROVAL OF TRAINING REQUEST

1. Requested by		2. Supported by Department Manager (or relevant supervisor)	
Signature:		Signature:	
Name:	FAHARH NABILAH MOHD SAHADAN	Name:	OMAR BIN AHMAD Quality Assurance Manager
Designation:	QUALITY ASSURANCE (PROTÉGÉ)	Designation:	Galaxy Aerospace (M) Sdn. Bhd (1040262-D)
Date:	24 / 7 / 2023	Date:	24 / 7 / 2023
Staff No.:	SLIM 228	Staff No.:	8178
Department:	QUALITY ASSURANCE DEPT.	Department:	QA.

ROOT CAUSE INVESTIGATION AND ANALYSIS

A COLLABORATION WITH CAA INTERNATIONAL UK

DATE : 08 SEPTEMBER 2023

TIME : 03:00 PM - 10:00 PM

VENUE : ONLINE PLATFORM

COURSE OVERVIEW

Designed for those who need to manage, undertake or understand how to conduct effective Root Cause investigation and analysis. The course will provide an overview of the regulatory framework and frequently used root cause analysis techniques. Common principles for effective root cause analysis will be highlighted and applied to real world scenarios. The delegates will practice the identification of root cause(s) including the evaluation of containment, corrective and preventive actions. The course will use case studies from occurrences and audit findings. The content of the course is closely aligned with the UK CAA CAP 1760 'Effective Problem Solving and Root Cause Identification' guidance material.

COURSE OBJECTIVE

- Recognise how effective root cause analysis can be used to improve the organisation's management system.
- Demonstrate an understanding of CAP1760 and its implications
- Select suitable containment, corrective and preventative actions
- Recognise the different roles and responsibilities in carrying out root cause analysis and addressing non-compliance
- Ensure that the process is adequately structured and documented

WHO SHOULD ATTEND?

Managers, Nominated Postholders, Quality, Safety, & Compliance Monitoring Managers, auditors/inspectors, and those who need to have the necessary competence to conduct effective root cause identification and appropriate containment, corrective and preventive actions.

KEY TOPICS

- Regulatory requirements for root cause analysis.
- Root cause methodologies
- CAP1760 and its application
- Understanding and defining the problem
- Application of root cause analysis
- Taking suitable containment, corrective and preventive actions
- Roles and responsibilities

FOR REGISTRATION