

## WORKSHOP PROGRESS PLAN AND STATUS

NO	SUBJECT	STATUS	PIC	DTLN
<b>DOCUMENT</b>				
1	WMP & WCP	FINAL SUBMISSION TO EM	TSE	25 / 26 Mar 19
2	WCP PART 2.1.1 ARTEX - WCP - WORKSHEET	MINOR MEETING TO FINALIZE - WCP PART 2.1.1 - WORKSHEET INSTRUCTION, TOOLS LIST, TRAINING ETC - MODEL AND P/N - MOC	TSE & AV AMO 145 or REPS	19/3/19  9 AM Nilam Meeting
3	WCP PART 2.1.2 / .3 BATTERY - WCP - WORKSHEET	MINOR MEETING TO FINALIZE - WCP PART 2.1.2 - WORKSHEET INSTRUCTION, TOOLS LIST, TRAINING ETC - MODEL AND P/N - MOC	TSE & AV AMO 145 or REPS	19/3/19  9 AM Nilam Meeting
4	WCP PART 2.1.4 / .5 FLOAT - WCP - WORKSHEET	MINOR MEETING TO FINALIZE - WCP PART 2.1.1 - WORKSHEET INSTRUCTION, TOOLS LIST, TRAINING ETC	TSE & SFTY WS Supervisor or REPS	20/3/19  9 AM Nilam Meeting
5	WORKSHOP FORM AND FLOW	TO BE REVIEWED DURING MINOR MEETING	TSE & AV / SFTS WS Supervisor	19-20 /3/19
6	MANUAL ELT ARTEX	AVAILABLE WEBSITE - REQUIRED ACCESS. ACCOUNT AVAILABILITY TO BE CONFIRMED	AV WS Supervisor	-
7	MANUAL BATTERY (SAFT)	AVAILABLE WEBSITE - REQUIRED ACCESS. ACCOUNT AVAILABILITY TO BE CONFIRMED	AV WS Supervisor	-
8	MANUAL BATTERY (Marathon)	NOT DIRECTLY AVAILABLE ON WEBSITE PAGE. REQUIRED MINOR TWEAK ON WEBSITE ADDRESS. NEED TO MANUALLY AMEND HTTP ADDRESS. AMEND CMM NO. “ <a href="https://www.mnaerospace.com/cmms/24-34-08.pdf">HTTPS://WWW.MNAEROSPACE.COM/CMMS/24-34-08.PDF</a> ”	FOR INFO ONLY	-
9	MANUAL FLOAT	AMP AW139 AND AW189 AS REFERENCE	FOR INFO ONLY	-
10	TRAINING CERTS ARTEX	AVAILABLE.	FOR INFO ONLY	-
11	TRAINING CERTS BATTERY (SAFT/MARATHON)	DUE.	AV WS Supervisor	TBA
12	TRAINING CERTS FLOAT	- PENDING CERTS FOR AEROSKUR AW189 - N/A AEROSKUR AW139 - N/A AERAZUR AW139	SFTY WS Supervisor	TBA
14	MOE UPDATE	- IN PROGRESS	QA	TBA

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13	AUDIT QA	- ITEM 1 -14 COMPLETE. PROCEED AUDIT QA	FOR INFO ONLY	TBA
14	SUBMISSION TO CAAM	AFTER AUDIT QA	QA	TBA
15	FEES	TO BE ADVISED	QA	
<b>WORKSHOP PREPARATION</b>				
1	SAFETY WORKSHOP	- TO RELOCATE GK STUFF TO ANOTHER DESIGNATED PLACE -SUPPORT JIG AW139 NOT YET FINALISE -SPECIAL TOOLS AW189 END MARCH RECEIVED	SFTY WS Supervisor	
2	ELT WORKSHOP	-NEED TO CONFIRM TOOLS FOR ELT ABOVE 1000 / 3000 SERIES.	AV WS Supervisor	
3	ORDER ON WORKSHOP TOOLS AND EQUIPMENT -SAFETY -BATTERY -ELT	- TOOL AND EQUIPMENT LIST PROVIDED TO LOGISTIC - PENDING QUOTATION - IF ELT 3000 SERIES TO BE INCLUDED, ADDITIONAL LIST OF TOOLS MAY NEED TO BE INCLUDE, NEED TO CONFIRM BACK ON THE ORDER PLACED	FAIZ & AV WS Supervisor	
4	SAFETY (SMS)	- TO ADD SMOKE DETECTOR ON SAFETY AND BATTERY WORKSHOP - DECAL EMERGENCY EXIT - <b>EYE WASH (RM700) (FUND)</b> - NEUTRALIZING AGENT - PPE - TO PROVIDE PIC WORKSHOP TO SMS DEPARTMENT	SAFETY (SMS) DEPARTMENT	
5	WORKSHOP PROCEDURE TRAINING	- PERFORM TRAINING TO WORKSHOP SUPERVISOR & TECHNICIAN REGARDING THE DOCS	QA training unit	