

**To:** GAM personnel  
**From:** QA Department  
**cc:** Engineering  
**Issue:** 11012023 - 01  
**Re:** Maintenance Logbook for Engineering Personnel

Dear All,

Kindly note that GAM/Q-079 Rev 01 has been amended. The form can be view and downloaded from GAMS Portal. Refer on page 2 & 3 of memo for graphic view.

Listed below are the difference between GAM/Q-014 and GAM/Q-079.

FORM NO	GAM/Q-014	GAM/Q-079
<b>TITLE</b>	Maintenance Experience (On-The-Job-Training) Task Logbook	Work Experience Logbook
<b>REMARK</b>	Endorsement of first aircraft type-rating within category/subcategory requires satisfactory completion of OJT.	6/24 months experience for initial renewal, extension application of company approval/authorisation.
<b>DURATION</b>	Involved in at least 6-months of OJT experiences on the aircraft type endorse.	Involved in at least 6 months of actual relevant aircraft or component maintenance experience in any consecutive 2 years period.
<b>REFERENCE</b>	<ol style="list-style-type: none"> <li>CAD 1801 Aircraft Maintenance Licence CAAM Part 66 Para 3.3.10</li> <li>MOE Issue 3 Revision 1 Part 3-16 (Training Procedure for OJT)</li> </ol>	<ol style="list-style-type: none"> <li>CAD 8601 Maintenance Organisation Approval Part 145 Para 5.3 (d)</li> <li>MOE Issue 3 Revision 1 Part 3.4 (Certifying Staff Qualification &amp; Training Procedure)</li> </ol>

*p/s; Details explanation can be referred to the reference row.*

1. Log in into GAMS Portal by entering your user ID and password.
2. Click on the Publication, Forms, QA

The screenshot displays the GAMS Portal interface. On the left is a dark navigation sidebar with the following items: Admin, Human Resource, Payroll, Safety, MOC, TIC, **Publication** (highlighted with a yellow box), Manual, Forms, QA, Engineering, CAMO, GAM Approval, Administration, and References. The main content area is divided into three sections:

- Announcement:** A list of recent announcements, including "PENAMATAN SUBSIDI MAKANAN TENGAHARI SEMASA PKP 3.0" (30 Aug 2021), "TIME RECORDER MACHINE/PUNCH CARD" (29 Nov 2019), and "Ucapan Selamat Hari Raya Aidilfitri 2019" (3 Jun 2019).
- Dashboard Tasks:** Three task cards showing zero counts: "HR Dashboard", "Payroll Salary Dashboard", and "Payment Voucher Dashboard".
- Calendar Events:** A monthly calendar for January 2023. The calendar shows dates with associated event counts (e.g., "+3 more", "+6 more"). Specific names are highlighted on certain dates: "Mohamad Si" on the 15th and "Tengku Nuri" on the 3rd.

**QA Forms can be downloaded from this tab.**

QA Manual - Forms (QA)

Export Excel

Add New QA Manual

No.	Title ↕	Description ↕	Document(s) ↕	Date ↕
1	GAM/Q-001	List of Approval Holder	LOAH_2022-09_20221208_095537.pdf	8 Dec 2022
2	GAM/Q-002	Approved Vendor List	AVL-Civil_2022-003_20220728_172401.pdf	12 Oct 2021
3	GAM/Q-003	Vendor Quality Assurance Evaluation Questionnaire	GAM_Q-003_R5_Vendor_Quality_Assurance_Evaluation_Questionnaire_20221017_091948.pdf	29 Sep 2022
4	GAM/Q-005	Publication Discrepancies and Amendment Request	GAM_Q-005_R1_Publication_Discrepancies_Amendment_Request_20210824_002437.pdf	1 Jun 2021
5	GAM/Q-006	Component Discrepancy Report	GAM_Q-006_Component_Discrepancy_Report_20210226_092233.pdf	26 Feb 2021
6	GAM/Q-007	Audit Plan	GAM-Q-007_Rev_1_AUDIT_PLAN_20220107_160408.pdf	7 Jan 2022
7	GAM/Q-008 Rev 2 (07/22)	Part 145 Audit Checklist	GAM_Q-008_-_Audit_Checklist_-_Part_145_20220713_145107.pdf	13 Jul 2022
8	GAM/Q-008A	CAMO Audit Checklist	GAM_Q-008A_-_Audit_Checklist_-_CAMO_17022022_20220420_093745.pdf	20 Apr 2022
9	GAM/Q-008B	AMO DGTA Audit Checklist	GAM_Q-008B_R1-AMO_DGTA_Audit_Checklist_20221018_142031.pdf	30 Dec 2021
10	GAM/Q-008C	Workshop Audit Checklist	GAM_Q-008C_Workshop_Audit_Checklist_20210824_003751.pdf	2 Apr 2021

**p/s: Publication tab must be accessible to all GAM Personnel (Staff & Protegee). If not, please contact IT department or any IT staff available.**