

## QUALITY ASSURANCE MEMO

<b>TO:</b> GAM-AMO & GAM-CAMO STAFF	<b>FROM:</b> QUALITY ASSURANCE DEPARTMENT
<b>CC:</b> SAFETY DEPARTMENT	<b>ISSUE:</b> 05082020-01
<b>SUBJECT:</b> TRAINING PLAN FOR AUGUST 2020	

Dear all,

Kindly be informed, with reference to the

1. Maintenance Organization Exposition (MOE) part 3.4.5 & part 5.5
2. Continuing Airworthiness Management Exposition (CAME) chapter 0.3.6.2

Quality Assurance Department would like to conduct training as per listed below:

No.	Training Subject	Location	Instructor	Date conduct
1	DESIGN ORGANISATION APPROVAL	NILAM Meeting Room, GAM HQ	NIZAM BIN NAZAR	7 AUGUST 2020
2	EC120B AIRCRAFT GENERAL FAMILIARISATION	JADE training room, GAM HQ	AKHMAL BIN AZHAR	10,11 & 12 AUGUST 2020
3	AS9100 INTERNAL AUDIT COURSE BY DNV GL MALAYSIA SDN BHD	JADE & EMERALD training room, GAM HQ	DR LIM CHIN KHOO	18 & 19 AUGUST 2020
4	SAFETY MANAGEMENT SYSTEM INITIAL	JADE training room, GAM HQ	MOHAMMAD NIZAM BIN JAAFAR	12 & 13 AUGUST 2020
5	MOE TRAINING	JADE training room, GAM HQ	LUQMAN HAKIM BIN ARROF	14 AUGUST 2020
6	SAFETY MANAGEMENT SYSTEM REFRESHER	JADE training room, GAM HQ	MOHAMMAD NIZAM BIN JAAFAR	25 AUGUST 2020
7	MOE TRAINING	JADE training room, GAM HQ	LUQMAN HAKIM BIN ARROF	27 AUGUST 2020

Please find enclosed attachment for the details and list of personnel to join the training. **Any personnel that unable to attend will be scheduled to difference date.**

Thank you.

**Mohamad Khair Bin Shaiful Alam**

Quality Assurance  
05/08/2020

<b>DESIGN ORGANISATION APPROVAL</b>			
<b>No.</b>	<b>Name</b>	<b>Staff No.</b>	<b>Department</b>
1	HAIREE BIN MAT	8103	CAMO/ARS
2	MOHAMED SAFARIN BIN MOHAMED	8135	CAMO/ARS
3	MOHAMAD SYAFIQ BIN ISMAIL	8175	CAMO/ARS
4	ISMAIL BIN SULAIMAN	8051	CAMO/ARS
5	AZILLAH BIN MATAP	8054	CTOO/DESIGN/ARS

<b>EC120B AIRCRAFT GENERAL FAMILIARISATION</b>			
<b>No.</b>	<b>Name</b>	<b>Staff No.</b>	<b>Department</b>
1	HAIREE BIN MAT	8103	CAMO/ARS
2	MOHAMED SAFARIN BIN MOHAMED	8135	CAMO/ARS
3	MOHAMAD SYAFIQ BIN ISMAIL	8175	CAMO/ARS
4	ISMAIL BIN SULAIMAN	8051	CAMO/ARS
5	AZILLAH BIN MATAP	8054	CTOO/DESIGN/ARS
6	CHE NOR AMANI HUSNA BT CHE HASSAN	8204	CAMO
7	MUHAMMAD IHSAN BIN MASRI	8131	CAMO
8	EZHAN IZZAD BIN MOHD NOR	8180	CAMO/DESIGN
9	NIK MUHAMMAD RIDHWAN NIK ZAINAL ALAM	8202	CAMO/DESIGN
10	ZUHAILI ZAPHIL	8091	ENGINEERING
11	MUHAMMAD HAFEEZ MOHD YUSUF	8093	ENGINEERING
12	NUR AIN FATIHAH BIN MOHD AZMI		ENGINEERING

**SAFETY MANAGEMENT SYSTEM (12 & 13 AUGUST)**

No.	Name	Staff No.	Department
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TBA

**MOE TRAINING (14 AUGUST)**

No.	Name	Staff No.	Department
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<b>AS9100 INTERNAL AUDIT COURSE BY DNV GL MALAYSIA SDN BHD</b>			
<b>No.</b>	<b>Name</b>	<b>Staff No.</b>	<b>Department</b>
1	SHUHAIMI BIN SHAHRUM	8024	Engineering
2	MUHAMMAD BIN MOHD TAIB	8045	Engineering
3	CHEANG WEI HONG	8014	Engineering
4	IBRAHIM HAZLY BIN MOHAMAD YUSOF	8159	Engineering
5	NIK SUHAILY KHALEEDA SUHAIDI	8117	Commercial
6	LUQMAN HAKIM MOHD AROFF	8085	Quality
7	MOHAMAD KHAIR SHAFUL ALAM	8075	Quality
8	MOHAMAD AMIRUL HAKIM ZULKUFLI	8174	Quality
9	MUHAMMAD ARZAT BIN ANUAR	8036	Safety
10	MOHAMAD SHAFIQ IHSANUDIN ROSMAILI	8194	Safety
11	MOHAMAD SYAFIQ ISMAIL	8175	CAMO/ARS
12	HAIREE MAT	8103	CAMO/ARS
13	AHMAD MUZRIM MUSTAZAR	8098	Design/Quality
14	MOHD YASIR BIN SHAPUAN	8072	Design/CAMO
15	MOHD NOR AZLIZAN BIN NORDIN	8022	CAMO
16	ZATY NADHIRA BT MOHAMED ZUHARI	8039	CAMO
17	AHMAD NUR AKMAL AZIZ	8084	HR
18	HAIFA NADIA ADZLIM	8118	ADMIN
19	MUHAMMAD IZWAN PUTRA MOHD IMRAN	8132	Finance
20	PGU STAFF	RESERVED	-
21	PGU STAFF	RESERVED	-
22	BOMBA STAFF	RESERVED	-
23	BOMBA STAFF	RESERVED	-
24	APMM STAFF	RESERVED	-
25	APMM STAFF	RESERVED	-

SAFETY MANAGEMENT SYSTEM (25 AUGUST)			
No.	Name	Staff No.	Department
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MOE TRAINING (27 AUGUST)			
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TBA

# August 2020

July '20							September '20						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4			1	2	3	4	5
5	6	7	8	9	10	11	6	7	8	9	10	11	12
12	13	14	15	16	17	18	13	14	15	16	17	18	19
19	20	21	22	23	24	25	20	21	22	23	24	25	26
26	27	28	29	30	31		27	28	29	30			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7 DOA Training	8
9	10 EC120B General Familiarisation	11	12	13	14 MOE Training	15
			Safety Management System (Initial)			
16	17	18 AS9100 Internal Audit Course by DNV GL Malaysia Sdn Bhd	19	20	21	22
23	24	25 Safety Management System (Refresher)	26	27 MOE Training	28	29
30	31	Notes				