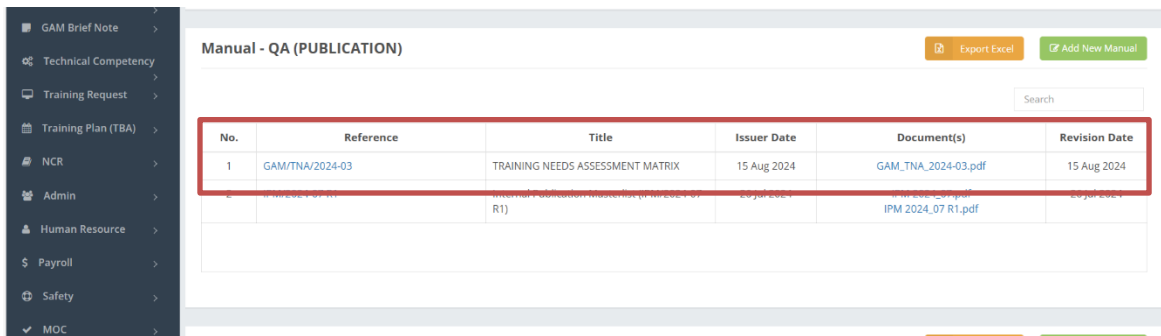


**To:** GAM personnel  
**From:** QA Department  
**Issue:** 240815-17  
**Re:** **Training Needs Assessment Matrix**

With reference to the above subject, kindly note that the Training Needs Assessment Matrix with reference GAM/TNA/2024-03 has been uploaded to the GAMS Portal as below:



No.	Reference	Title	Issuer Date	Document(s)	Revision Date
1	GAM/TNA/2024-03	TRAINING NEEDS ASSESSMENT MATRIX	15 Aug 2024	GAM_TNA_2024-03.pdf	15 Aug 2024
2	IPM 2024.07 R1	Internal Publication Assessment with EASA-IPM	20 Jul 2024	IPM 2024.07 R1.pdf	20 Jul 2024

As part of our ongoing commitment to professional development, all staff are required to refer to the Training Needs Matrix relevant to their positions. This matrix outlines the essential training and development requirements tailored to each role within our organization.

Please ensure you review the matrix and identify any training sessions you need to complete. Together, as **Regional Airworthiness Experts**, we will continue to soar to new heights!

Best Regards,

**Farah Nabilah**  
Quality Assurance Executive