



**To** : GAM CAMO personnel  
**CC** : GAM AMO personnel, GAM Accountable Manager, GAM Quality Assurance Manager, GAM Engineering Manager, GAM Senior Maintenance Manager  
**From** : Continuing Airworthiness Management (CAM) Manager  
**Subject** : [GAM CAMO Manpower Resources & Person in Charge \(PIC\) for Each Aircraft](#)

## 1. REFERENCE

- a. GAM/CAAM/CAME Issue 3 [Revision 2](#) or later approved revision.
- b. GAM/CAMO/CAMP Issue 2 [Revision 2](#) or later approved revision.
- c. [GAM/DGTA/CAME Issue 1 Revision 0](#) or later approved revision.
- d. [GAM/DGTA/CAMP Issue 1 Revision 0](#) or later approved revision.

## 2. APPLICABILITY

- a. All personnel under GAM CAMO.

## 3. INTRODUCTION

- a. GAM CAMO shall ensure that the staff are sufficient to perform the continuing airworthiness management activities and man hours availability shall be reviewed periodically as per the procedures referenced in 1. above.
- b. This notice is revised to update the current status of total man hours available in GAM CAMO and to update the manpower distribution to ensure compliance with the above requirements.

## 4. REQUIREMENT

- a. Please [find the following attachment for reference](#):
  - i. [Manpower Resources & Management Tool Issue 2024-01 Date 03 Jan 2024](#) (form ref. [GAM/C-0052 Rev 0 \(07/22\)](#)) for the current status of manhours available in GAM CAMO.
  - ii. [CAMO Manpower Distribution Issue 2024-01 Date 03 Jan 2024](#) for CAMO Personnel Person in Charge (PIC) for each Aircraft Fleet under GAM CAMO:
- b. The latest manpower distribution shall be effective immediately. Please ensure that all related tasks are handed over properly and notify operator and contracted AMO as required.

Kindly be informed and adhere to the requirement.

Zaty Nadhira binti Mohamed Zuhari  
CAM Manager

## A. CAMO/2016/03

### 1 GAM-CAMO FLEET

YEAR	AC TYPE	QTY	REMARKS
2016	<sup>1</sup> AW139	1	9M-PMB
	AW139	1	9M-PMC (WITHDRAWN)
	<sup>2</sup> EC120B	1	9M-GGB (TERMINATED)
2017	<sup>3</sup> A119	1	9M-PBH (TERMINATED)
	<sup>4</sup> A109S	1	9M-BFT (TERMINATED)
	AW139	1	9M-BFU (TERMINATED)
2018	AW139	1	9M-YPG (TERMINATED)
	AW139	2	9M-YTL, 9M-PMA
	<sup>5</sup> AW189	1	9M-BOE
	AW189	1	9M-BOF (WITHDRAWN)
2019	AW139	4	9M-PMD, 9M-PME, 9M-BOC, 9M-BOD
	<sup>6</sup> A109E	1	9M-BOB
	<sup>7</sup> BELL429	1	9M-PEC (TERMINATED)
	<sup>8</sup> EC155B	1	9M-DSJ
2020	<sup>9</sup> B300	5	9M-PTA, 9M-PTB, 9M-PTC, 9M-PTD, 9M-PTE
	AW139	1	9M-PMF
	EC120B	1	9M-HFA (TERMINATED)
	<sup>10</sup> R44 I	1	9M-AMA (TERMINATED)
2021	AW139	2	9M-JPM, 9M-SAAS
	EC120B	1	9M-GAS
2022	<sup>11</sup> R66	1	9M-BGG
		1	9M-JAG (TERMINATED)
	<sup>12</sup> R44 II	1	9M-DAK (TERMINATED)
	AW139	1	9M-BGH (TERMINATED)
	<sup>13</sup> EC155B1	1	9M-KEL
2023	<sup>14</sup> C208	5	9M-PSL, 9M-PSN, 9M-PSO, 9M-PSP, 9M-PSQ,
	<sup>15</sup> C172S	3	9M-PST, 9M-PSU, 9M-PSR

TOTAL AIRCRAFT	-	29	
AC/YEAR	-	5	
AC TYPE/YEAR	2	-	

NO. - NUMBER OF NEW AIRCRAFT TYPE INDUCTION TO GAM CAMO IN SEQUENCE

WITHDRAWN - AIRCRAFT THAT ARE WITHDRAWN FROM SERVICE

TERMINATED - AIRCRAFT THAT HAVE TERMINATED CAMO SERVICE WITH GAM

## 2 MANPOWER

	AVAILABILITY				
	HOURS /DAY	HOURS /WEEK	HOURS /YEAR		
<b>MANAGEMENT</b>					
ACCOUNTABLE MANAGER	3	15	566		
COO (ISMAIL)	3	15	566		
CAMM	4	20	754		
DEPUTY CAMM	8	40	1508		
QAM	4	20	754		
			<u>4147</u>		
<b>QUALITY ASSURANCE</b>					
IZZUDIN	8	40	1508	REQUIRED HOURS	1732
AMIRA	4	20	754	REMAINING HOURS	2038
ARZAT	4	20	754	STATUS	<b>SATISFACTORY</b>
BOKHARI (PGU)	4	20	754		
			<u>3770</u>		
<b>AIRWORTHINESS REVIEW STAFF</b>					
ISMAIL	3	15	566	REQUIRED HOURS	5824
AZILLAH	4	20	754	REMAINING HOURS	1528
SYAFIQ	8	40	1508	STATUS	<b>SATISFACTORY</b>
SAFARIN	8	40	1508		
KHAIR	8	40	1508		
AZLIZAN	8	40	1508		
			<u>7352</u>		

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

## WEIGHING ENGINEER

ISMAIL	2	10	377	REQUIRED HOURS	784
ARIFFIN	2	10	377	REMAINING HOURS	347
IHSAN	2	10	377	STATUS	<b>SATISFACTORY</b>
			<u>1131</u>		

## TECHNICAL SERVICE

AMANI	8	40	1508	REQUIRED HOURS	8942
IHSAN	6	30	1131	REMAINING HOURS	483
ADAM	8	40	1508	STATUS	<b>SATISFACTORY</b>
ADDINIE (PROTÉGÉ)	8	40	1508		
ZARIFAH (PROTÉGÉ)	8	40	1508		
HANAFI (PGU)	6	30	1131		
SHAHRIZAL (PGU)	6	30	1131		
			<u>9425</u>		

## CAMO PLANNER

ZUL	8	40	1508	REQUIRED HOURS	15447
THAVA	8	40	1508	REMAINING HOURS	1895
HUSNA	8	40	1508	STATUS	<b>SATISFACTORY</b>
HANIS	8	40	1508		
HUSNINA	8	40	1508		
HALIMI (PROTÉGÉ)	8	40	1508		
AINA (PROTÉGÉ)	8	40	1508		
FAROUQ (PROTÉGÉ)	8	40	1508		
RAYNER (PROTÉGÉ)	8	40	1508		
ANWAR (PGU)	8	40	1508		
RIZAL (PGU)	8	40	1508		
SABRI (PGU)	4	20	754		
			<u>17342</u>		

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

## TECHNICAL RECORD

NABILLA	8	40	1508	REQUIRED HOURS	11605
HARLINA	8	40	1508	REMAINING HOURS	1967
MAZLEEN	8	40	1508	STATUS	SATISFACTORY
AMMAR (PROTÉGÉ)	8	40	1508		
AMIRA (PROTÉGÉ)	8	40	1508		
DANIEL (PROTÉGÉ)	8	40	1508		
NURULHUDA (PGU)	8	40	1508		
HANNAH (PGU)	8	40	1508		
FAZILAH (PGU)	8	40	1508		
			<u>13572</u>		

## TECHNICAL PUBLICATION

DEANNA	4	20	754	REQUIRED HOURS	6494
NABILA HUSNA (PROTÉGÉ)	8	40	1508	REMAINING HOURS	104
AIFFA (PROTÉGÉ)	7	35	1319.5	STATUS	SATISFACTORY
SYAHIRAH (PROTÉGÉ)	8	40	1508		
RIDZUAN (PGU)	8	40	1508		
			<u>6598</u>		

### 3 CONTINUING AIRWORTHINESS MANAGEMENT ACTIVITIES

#### A. QUALITY ASSURANCE DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
	Establish Annual Audit Plan	4			1		4	
	Internal audit for CAMO	16			29		464	
	Annual audit of contracted AMO	16			1		16	AMO: GAM
	Audit report and NCR issuance	8			41		328	

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

QA	Review of amendment of CAME	8			5		40	
	Review of issuance /amendment of AMP & MEL	8			33		264	
	Liaison with authorities	2			10		20	
	Certifying Staff personal file	4			35		140	
GENERAL	Meeting (External)	4	4			16	192	
	Meeting (Internal)	4	4			16	192	
	Training - Continuous	8			4		32	
	Attend Internal/External Request	8			5		40	

**TOTAL** **1732**

## B. AIRWORTHINESS REVIEW STAFF DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR/TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
ARS	Documentation Review for ARR	80			29		2320	
	Aircraft physical survey for ARR	40			29		1160	
	ARR Issuance	40			29		1160	
	Permit to Fly Issuance	24			35		840	Average 35 PTF/year
	Surveillance	8			15		120	50% of CAMO fleet
GENERAL	Meeting (Internal)	4	2			8	96	CAMO - 2/MONTH
	Training - CAT C	24			3		72	
	Training - Continuous	8			4		32	
	Attend Internal/External Request	8			3		24	CAAM AUDIT

**TOTAL** **5824**

# MANPOWER RESOURCES & MANAGEMENT TOOL

**ISSUE NO**

**2024-01**

**REV DATE**

**03-Jan-24**

### C. WEIGHING

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
<b>MBR &amp; MCGS SIGNATORY</b>	Perform aircraft weighing	8			24		192	Average 24 AC/year
	Prepare Mass and Balance Report	16			24		384	Average 24 AC/year
	Issue Mass and Balance Report	8			24		192	Average 24 AC/year
<b>GENERAL</b>	Training - Continuous	8			2		16	
<b>TOTAL</b>							<b>784</b>	

### D. TECHNICAL SERVICE DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
	TIC Sentencing	2			1000		2000	
	AMP Development	80			5		420	Average 5 AC/year
	AMP Revision	40			14		560	16 AMP: 1.PGU-AW139 2.PGU-B300 3.BOMBA-A109E 4.BOMBA-AW139 5.BOMBA-AW189 6.GASB-AW139 7.GASSB-EC155B 8.GASSB-EC120B 9.YTLPG-AW139 10.JAGH-R66 11.JPM-AW139 12. URM-EC155B1 13. PGU - 208 14. PGU - 172
	MEL Development	80			5		420	Average 5 AC/year

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

<b>TECHNICAL SERVICE</b>	MEL Revision	40			5		200	5 MEL: 1.PGU-AW139 2.PGU-B300 3.BOMBA-A109E 4.BOMBA-AW139 5.BOMBA-AW189
	AFTS Development	40			2		80	Average 2 AC type/year
	MFTS Development	40			1		40	Average 1 AC type/year
	Reliability Report	24			28		672	12 (external/operator) - Monthly report 12+4 (Internal) - Monthly + Quarterly
	Mod Record Book	40			29		1160	
	Technical Query	4	10			40	480	
	Aircraft Damage Report	4	10			40	480	
	HUMS	1	30			30	360	
	Supplement Applicability	16			29		464	
	Modification Assessment	16			2		32	Average 2/year
	Repair Assessment	16			5		80	Average 2/year
	Technical Notes	16			2		32	Average 2 TN/year
	Used Aircraft Report	160			2		320	Average 2 AC / year
	Predelivery Inspection	80			1		80	Average 1 AC / year
Supplement Applicability	2			29		58		
Dent and Buckle Chart	4			29		116		
<b>GENERAL</b>	Training -GEN FAM	24			4		96	GENFAM (3 days) x 4 per year
	Training - Continuous	8			4		32	
	Aircraft Visit	4	8			32	384	
	Meeting (External)	4	3			12	144	BOMBA - 1/MONTH POLIS 2/MONTH



# MANPOWER RESOURCES & MANAGEMENT TOOL

**ISSUE NO**

**2024-01**

**REV DATE**

**03-Jan-24**

	Meeting (Internal)	4	3		22	12	232	CAMO - 2/MONTH MRB - 1/MONTH AMP- 12/YEAR MEL - 5/YEAR
--	--------------------	---	---	--	----	----	-----	---

**TOTAL** 8942

**E. CAMO PLANNING DEPARTMENT**

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS	
<b>CAMO PLANNING</b>	Aircraft Register	1			5		5	Average 5 AC/year	
	Set Up Aircraft	160			2		320	Average 2 AC type/year	
	Aircraft induction bridging	80			5		420	Average 5 AC/year	
	Monitor AERONET	4		29		116	1392		
	Maintenance Forecast	4		29		116	1392		
	Liaison with operator	4		29		116	1392		
	TIC implementation	1			1000		1000		
	Update AD/SB in	1		29		29	348		
	AMO Coordination	4		29		116	1392		
	Initiate spare request for	1		29		29	348		
	Work Order Issuance	1				1450		1450	Average 50 WO/year/ac
	Workpack review and acceptance	1				1450		1450	Average 50 WO/year/ac
	Workpack discrepancies correction	1				1450		1450	Average 50 WO/year/ac
	AJL review and acceptance	1		30			30	360	Average 30 AJL/month
	AJL discrepancy correction	1		30			30	360	
	Update AERONET Tech	1		30			30	360	
	Update AERONET Aircraft Module	1				1450		1450	Average 50 WO/year/ac
	NTC	1				10		10	Average 10 NTC/year
	Training -GEN FAM	24			3		72	GENFAM (3 days) x 3 per year	
	Training - Continuous	8			4		32		

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

GENERAL	Meeting (External)	4	5			20	240	BOMBA - 1/MONTH POLIS 2/MONTH YTLPG 2/MONTH	
	Meeting (Internal)	4	4			16	192	CAMO - 2/MONTH AMO - 1/MONTH PLANNER - 1/MONTH	
	Attend Internal/External Request	4			3		12	AJL BRIEFING, OEM LIASON, ETC	
<b>TOTAL</b>								<b>15447</b>	

## F. TECHNICAL RECORD DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
TECHNICAL RECORD	Transfer AJL data to	1	30			30	360	Average 30 AJL/month
	Scan AJL	1	30			30	360	Average 30 AJL/month
	AJL filing	1	30			30	360	Average 30 AJL/month
	All logbook identification	1			100		100	Aircraft + engine + Prop + APU
	Update aircraft log book	1			1450		1450	Average 50 WO/year/ac
	Update engine log book	1			1450		1450	Average 25 WO /year/eng x Average 2 eng/ac
	Update prop log book	1			180		180	Average 10 WO /year/prop
	Update APU log book	1			10		10	Average 10 WO /year/APU
	Update component log	2		29			58	696
	Update MRB	6		29			174	2088
	Update AD Compliance to	1		29			29	348
	Update Certificate Files	2			29			58
	Scan Work package	1			1450			1450
	Work package Filing	1			1450			1450
	Record access control	1			29			29
Storage Facilities Labelling	1				50		50	No of shelves/ compartment

# MANPOWER RESOURCES & MANAGEMENT TOOL

**ISSUE NO**

**2024-01**

**REV DATE**

**03-Jan-24**

	Facilities Inspection	1	2			2	24	2 facilities
	Update Record Inventory	1		29		29	348	
	Update backup harddisk	1		29		29	348	
	Scan all records - Aircraft	40			5		210	Average 5 AC/year
<b>GENERAL</b>	Training -GEN FAM	24			3		72	GENFAM (3 days) x 4 per year
	Training - Continuous	8			4		32	
	Meeting (Internal)	4	2			8	96	CAMO - 2/MONTH RECORD - 1/MONTH
	Attend Internal/External Request	4			9		36	AC INDUCTION DOC ACCEPTANCE
<b>TOTAL</b>							<b>11605</b>	

## G. TECHNICAL PUBLICATION DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
<b>TECHNICAL PUBLICATION</b>	Publication Purchase,	2			30		60	Average 30 Pub/year
	Publication Register	1			1000		1000	Average 1000 Pub/year
	Raise TIC	1			1000		1000	Average 1000 TIC/year
	External Publication	1			950		950	Average 950 Pub/Year
	Upload into server and	2			1000		2000	
	Make copies of publication	4			50		200	Average 50 Pub/Year
	Internal Publication	2			50		100	
	Filing of signed Document Acceptance Statement	1			100		100	2 Document/Internal Pub
	Update Publication Master List	2	19			38	456	17 type + 1 internal + 1 ICA
	Update backup harddisk	1	19			19	228	17 type + 1 internal + 1 ICA
	Publication Control and Access	1			19		19	17 type + 1 internal + 1 ICA
	Filight Manual Amendment	4			29		116	
	Supplement Applicability	1			29		29	
	Training -GEN FAM	24			3		72	GENFAM (3 days) x 4 per year

# MANPOWER RESOURCES & MANAGEMENT TOOL

**ISSUE NO**

**2024-01**

**REV DATE**

**03-Jan-24**

<b>GENERAL</b>	Training - Continuous	8			4		32		
	Meeting (Internal)	4	2			8	96	CAMO - 2/MONTH PUB - 1/MONTH	
	Attend Internal/External Request	4			9		36	AC INDUCTION DOC ACCEPTANCE	
<b>TOTAL</b>							<b>6494</b>		

## B. DGTA CAMO 01/2023

### 1 GAM-CAMO FLEET

YEAR	AC TYPE	QTY	REMARKS
2023	AW139	3	M72-01, M72-02, M72-03
	AS365N3	3	M70-01, M70-02, M70-03
TOTAL AIRCRAFT	-	6	
AC/YEAR	-	6	
AC TYPE/YEAR	2	-	

### 2 MANPOWER

	AVAILABILITY				
	HOURS /DAY	HOURS /WEEK	HOURS /YEAR		
<b>MANAGEMENT</b>					
ACCOUNTABLE MANAGER	3	15	566		
CAM	4	20	754		
DEPUTY CAM	8	40	1508		
QM	4	20	754		
			<u>3582</u>		
<b>QUALITY ASSURANCE</b>					
FADHIL	8	40	1508	REQUIRED HOURS	678
			<u>1508</u>	REMAINING HOURS	830
				STATUS	<b>SATISFACTORY</b>
<b>TECHNICAL SERVICE</b>					
AISHAH	8	40	1508	REQUIRED HOURS	2764
QAIYUM (PROTÉGÉ)	8	40	1508	REMAINING HOURS	1760
NURIN (PROTÉGÉ)	8	40	1508	STATUS	<b>SATISFACTORY</b>
			<u>4524</u>		
<b>CAMO PLANNER</b>					

HAMIZAH	8	40	1508	REQUIRED HOURS	4516
NAJIHAH	8	40	1508	REMAINING HOURS	8
FADZLEE (PROTÉGÉ)	8	40	1508	STATUS	<b>SATISFACTORY</b>
			4524		

**TECHNICAL RECORD**

ASYKIN	4	20	754	REQUIRED HOURS	3023
NADHIRA	8	40	1508	REMAINING HOURS	747
FARHANA (PROTÉGÉ)	8	40	1508	STATUS	<b>SATISFACTORY</b>
			3770		

**TECHNICAL PUBLICATION**

ASYKIN	4	20	754	REQUIRED HOURS	1522
DEANNA	4	20	754	REMAINING HOURS	175
AIFFA (PROTÉGÉ)	1	5	189	STATUS	<b>SATISFACTORY</b>
			1697		

### 3 CONTINUING AIRWORTHINESS MANAGEMENT ACTIVITIES

#### A. QUALITY ASSURANCE DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
<b>QA</b>	Establish Annual Audit Plan	4			1		4	
	Internal audit for CAMO	16			4		64	
	Annual audit of contracted AMO	16			2		32	AMO 03/2021 AMO 10/2023
	Audit report and NCR issuance	8			8		64	
	Review of amendment of CAME	8			2		16	
	Review of issuance /amendment of AMP & MEL	8			4		32	
	Liaison with authorities	2			5		10	

# MANPOWER RESOURCES & MANAGEMENT TOOL

**ISSUE NO**

**2024-01**

**REV DATE**

**03-Jan-24**

<b>GENERAL</b>	Meeting (External)	4	4	16	192	
	Meeting (Internal)	4	4	16	192	
	Training - Continuous	8		4	32	
	Attend Internal/External Request	8		5	40	
<b>TOTAL</b>					<b>678</b>	

## B. TECHNICAL SERVICE DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
<b>TECHNICAL SERVICE</b>	TIC Sentencing	2			200		400	
	AMP Development	80			2		160	Average 2 Type AC/year
	AMP Revision	40			2		80	2 AMP
	MEL Development	80			2		160	Average 2 Type AC/year
	MEL Revision	40			2		80	2 MEL
	Reliability Report	24			28		672	12 (external/operator) - Monthly report 12+4 (Internal) - Monthly + Quarterly
	Mod Record Book	40			6		240	
	Technical Query	4	5			20	240	
	Aircraft Defect Report	4	2			8	96	
	Modification Assessment	16			2		32	Average 2/year
	Repair Assessment	16			2		32	Average 2/year
	Supplement Applicability (New)	8			6		48	
	Technical Notes	16			0		0	NIL NTC TO DATE
	Supplement Applicability ASIMP	2			6		12	
			24			6	144	
	Training -GEN FAM	24			2		48	
	Training - Continuous	8			4		32	
	Aircraft Visit	4	2			8	96	

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

<b>GENERAL</b>	Meeting (External)	4			12		48	APMM - 4/YEAR/TYPE AC
	Meeting (Internal)	4	3			12	144	CAMO - 2/MONTH MRB - 1/MONTH
<b>TOTAL</b>							<b>2764</b>	

### C. CAMO PLANNING DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
<b>CAMO PLANNING</b>	Aircraft Register	1			0		0	N/A, DATABASE AVAILABLE
	Set Up Aircraft Configuration Module	160			0		0	N/A, DATABASE AVAILABLE
	Aircraft induction bridging to AERONET	40			0		0	N/A, DATABASE AVAILABLE
	Monitor AERONET	1		6		6	72	
	Maintenance Forecast	1		6		6	72	
	Liaison with operator	1		6		6	72	
	TIC implementation	1			200		200	
	Update AD/SB in AERONET	1		6		6	72	
	AMO Coordination	2		6		12	144	
	Initiate spare request for AD/SB implementation	1		6		6	72	
	Work Order/Workpack Issuance	1			600		600	Average 100 WO/year/ac
	Workpack review and acceptance	1			600		600	Average 100 WO/year/ac
	Workpack discrepancies correction	1			600		600	Average 100 WO/year/ac
	ATL review and acceptance	1		30		30	360	Average 30 ATL/month



# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

	ATL discrepancy correction	1	30			30	360	
	Update AERONET Tech Log Module	1	30			30	360	
	Update AERONET Aircraft Module	1			600		600	Average 100 WO/year/ac
	NTC	1			0		0	N/A
GENERAL	Training -GEN FAM	24			2		48	GENFAM (3 days) x 2 ac
	Training - Continuous	8			3		24	CAME, CAMP. HF
	Meeting (External)	4			12		48	APMM - 4/YEAR/TYP AC OEM,etc - 4/YEAR
	Meeting (Internal)	4	4			16	192	CAMO - 2/MONTH AMO - 1/MONTH PLANNER - 1/MONTH
	Attend Internal/External Request	4			5		20	ATL BRIEFING, OEM LIASON, ETC
<b>TOTAL</b>							<b>4516</b>	

## D. TECHNICAL RECORD DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
TECHNICAL	Transfer ATL data to logbook	0.5	30			15	180	Average 30 ATL/month
	Scan ATL	0.5	30			15	180	Average 30 ATL/month
	ATL filing	0.5	30			15	180	Average 30 ATL/month
	All logbook identification	1			18		18	Aircraft + engine
	Update aircraft log book	1			600		600	Average 100 WO/year/ac
	Update engine log book	1			600		600	Average 50 WO /year/eng x Average 2 eng/ac
	Update component log card	1		6		6	72	
	Update MRB	3		6		18	216	

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

TECHNICAL RECORD	Update SB/AD Monthly Summary to DAR	0.5		6		3	36	
	Update Certificate Files	1			6		6	
	Scan Work package	0.5			600		300	
	Work package Filing	0.5			600		300	
	Record access control	0.5			6		3	
	Storage Facilities Labelling	1			20		20	No of shelves/ compartment
	Facilities Inspection	1	1			1	12	1 facility
	Update Record Inventory	1		6		6	72	
	Update backup harddisk	1		6		6	72	
	Scan all records - Aircraft Induction	40			0		0	N/A, DATABASE AVAILABLE
GENERAL	Training -GEN FAM	24			2		48	GENFAM (3 days) x 2 ac
	Training - Continuous	8			3		24	
	Meeting (Internal)	2	2			4	48	CAMO - 2/MONTH RECORD - 1/MONTH
	Attend Internal/External Request	4			9		36	DGTA, APMM etc.
<b>TOTAL</b>							<b>3023</b>	

## E. TECHNICAL PUBLICATION DEPARTMENT

SECTION	TASK (JOB DESCRIPTION)	MHR /TASK	NO/MTH	AC/MTH	NO OR AC/YEAR	TOTAL MHR /MONTH	TOTAL MHR /YEAR	REMARKS
	Publication Purchase, Renewal, Subscription	2			10		20	Average 10 Pub/year
	Publication Register	1			200		200	Average 200 Pub/year
	Raise TIC	1			200		200	Average 200 TIC/year
	External Publication Distribution	1			200		200	Average 200 Pub/Year
	Upload into server and controlled computer	2			200		400	

# MANPOWER RESOURCES & MANAGEMENT TOOL

ISSUE NO

2024-01

REV DATE

03-Jan-24

TECHNICAL PUBLICATION	Make copies of publication for controlled holder	4			15		60	Average 15 Pub/Year
	Internal Publication Distribution	2			10		20	
	Filing of signed Document Acceptance Statement	1			20		20	2 Document/Internal Pub
	Update Publication Master List	2	4			8	96	2 type + 1 internal + 1 ICA
	Update backup harddisk	1	4			4	48	2 type + 1 internal + 1 ICA
	Publication Control and Access	1			4		4	2 type + 1 internal + 1 ICA
	Filight Manual Amendment	4			6		24	
	Supplement Applicability	1			6		6	
GENERAL	Training -GEN FAM	24			2		48	GENFAM (3 days) x 2 ac
	Training - Continuous	8			4		32	
	Meeting (Internal)	4	3			12	144	CAMO - 2/MONTH PUB - 1/MONTH
<b>TOTAL</b>							<b>1522</b>	

A. CAMO/2016/03

AC REG.	AC TYPE	OPERATOR	LOCATION	TECHNICAL PUBLICATION			TECHNICAL RECORD			CAMO PLANNER			TECHNICAL SERVICES			REMARK
				PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	
PGU AW139																
9M-PMA	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
9M-PMB	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
9M-PMC	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
9M-PMD	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
9M-PME	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
9M-PMF	AW139	RMPAOF	PGU CAMO	DEANNA	-	AIFFA	HARLINA	-	AMMAR	HANIS	HUSNA	FAROUQ	AMANI	-	ZARIFAH	
PGU B300																
9M-PTA	B300	RMPAOF	PGU CAMO	DEANNA	-	SYAHIRAH	HARLINA	-	DANIEL	HUSNA	HANIS	-	-	AMANI	ZARIFAH	
9M-PTB	B300	RMPAOF	PGU CAMO	DEANNA	-	SYAHIRAH	HARLINA	-	DANIEL	HUSNA	HANIS	-	-	AMANI	ZARIFAH	
9M-PTC	B300	RMPAOF	PGU CAMO	DEANNA	-	SYAHIRAH	HARLINA	-	DANIEL	HUSNA	HANIS	-	-	AMANI	ZARIFAH	
9M-PTD	B300	RMPAOF	PGU CAMO	DEANNA	-	SYAHIRAH	HARLINA	-	DANIEL	HUSNA	HANIS	-	-	AMANI	ZARIFAH	
9M-PTE	B300	RMPAOF	PGU CAMO	DEANNA	-	SYAHIRAH	HARLINA	-	DANIEL	HUSNA	HANIS	-	-	AMANI	ZARIFAH	
JBPM																
9M-BOB	A109E	JBPM	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	HUSNINA	ZUL	AINA	ADAM	IHSAN	-	
9M-BOC	AW139	JBPM	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	HUSNINA	ZUL	AINA	ADAM	IHSAN	-	
9M-BOD	AW139	JBPM	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	HUSNINA	ZUL	AINA	ADAM	IHSAN	-	
9M-BOE	AW189	JBPM	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	HUSNINA	ZUL	AINA	ADAM	IHSAN	-	
9M-BOF	AW189	JBPM	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	HUSNINA	ZUL	AINA	ADAM	IHSAN	-	
GADING AIR																
9M-SAAS	AW139	GASB	GAM OC	DEANNA	-	AIFFA	NABILLA	MAZLEEN	AMIRA	ZUL	THAVA	RAYNER	IHSAN	ADAM	-	
9M-DSJ	EC155B	GASSB	GAM OC	DEANNA	-	NABILA H	NABILLA	MAZLEEN	AMIRA	ZUL	THAVA	RAYNER	IHSAN	ADAM	-	
9M-GAS	EC120B	GASSB	GAM OC	DEANNA	-	NABILA H	NABILLA	MAZLEEN	AMIRA	ZUL	THAVA	RAYNER	IHSAN	ADAM	-	
GENERAL AVIATION																
9M-KEL	EC155B1	URMSB	GAM OC	DEANNA	-	NABILA H	NABILLA	MAZLEEN	AMIRA	ZUL	THAVA	RAYNER	IHSAN	ADAM	-	
9M-JPM	AW139	RMPAOF	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	THAVA	HUSNINA	-	ADAM	IHSAN	-	
9M-YTL	AW139	YTLPG	GAM OC	DEANNA	-	AIFFA	MAZLEEN	NABILLA	-	THAVA	HUSNINA	-	ADAM	IHSAN	-	
PGU C208																
9M-PSL	C208	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	NURULHUDA	HANNAH	-	ANWAR	RIZAL	HALIMI	IHSAN	SHAHRIZAL	ADDINIE	
9M-PSN	C208	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	NURULHUDA	HANNAH	-	ANWAR	RIZAL	HALIMI	IHSAN	SHAHRIZAL	ADDINIE	
9M-PSO	C208	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	NURULHUDA	HANNAH	-	ANWAR	RIZAL	HALIMI	IHSAN	SHAHRIZAL	ADDINIE	
9M-PSP	C208	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	HANNAH	FAZILAH	-	RIZAL	SABRI	HALIMI	IHSAN	SHAHRIZAL	ADDINIE	
9M-PSQ	C208	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	HANNAH	FAZILAH	-	RIZAL	SABRI	HALIMI	IHSAN	SHAHRIZAL	ADDINIE	
PGU C172S																
9M-PSR	C172S	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	FAZILAH	NURULHUDA	-	SABRI	ANWAR	HALIMI	IHSAN	HANAFI	ADDINIE	

AC REG.	AC TYPE	OPERATOR	LOCATION	TECHNICAL PUBLICATION			TECHNICAL RECORD			CAMO PLANNER			TECHNICAL SERVICES			REMARK
				PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	
9M-PST	C172S	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	FAZILAH	NURULHUDA	-	SABRI	ANWAR	HALIMI	IHSAN	HANAFI	ADDINIE	
9M-PSU	C172S	RMPAOF	PGU CAMO	RIDZUAN	DEANNA	SYAHIRAH	FAZILAH	NURULHUDA	-	SABRI	ANWAR	HALIMI	IHSAN	HANAFI	ADDINIE	

**B. DGTA CAMO 01/2023**

AC REG.	AC TYPE	STATE AIRCRAFT OPERATOR	LOCATION	TECHNICAL PUBLICATION			TECHNICAL RECORD			CAMO PLANNER			TECHNICAL SERVICES			REMARK
				PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	PIC 1	PIC 2	PROTÉGÉ	
<b>APMM AW139</b>																
M72-01	AW139	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	ASYKIN	NADHIRAH	FARHANA	NAJIHAH	HAMIZAH	FADZLEE	AISYAH	-	QAIYUM	
M72-02	AW139	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	ASYKIN	NADHIRAH	FARHANA	NAJIHAH	HAMIZAH	FADZLEE	AISYAH	-	QAIYUM	
M72-03	AW139	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	ASYKIN	NADHIRAH	FARHANA	NAJIHAH	HAMIZAH	FADZLEE	AISYAH	-	QAIYUM	
<b>APMM AS365N3</b>																
M70-01	AS365N3	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	NADHIRAH	ASYKIN	FARHANA	HAMIZAH	NAJIHAH	FADZLEE	AISYAH	-	NURIN	
M70-02	AS365N3	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	NADHIRAH	ASYKIN	FARHANA	HAMIZAH	NAJIHAH	FADZLEE	AISYAH	-	NURIN	
M70-03	AS365N3	APMM	APMM CAMO	ASYKIN	DEANNA	AIFFA	NADHIRAH	ASYKIN	FARHANA	HAMIZAH	NAJIHAH	FADZLEE	AISYAH	-	NURIN	