

To : GAM CAMO Personnel
CC : GAM Accountable Manager, GAM Quality Assurance Manager
From : Continuing Airworthiness Management (CAM) Manager
Subject : Revised Procedures in CAMP Part 3.10 Work Package Review and Acceptance

1. REFERENCE

- a. GAM/CAAM/CAME Issue 2 Revision 7 Date 14 February 2022 or later approved revision.
- b. GAM/CAMO/CAMP Issue 2 Revision 0 Date 17 February 2022 or later approved revision.

2. APPLICABILITY

- a. All aircraft managed by GAM CAMO

3. INTRODUCTION

- a. Upon completion of maintenance by the Part 145, CAMO Planner shall review and verify the work package before acceptance as stated in CAMP Part 3.10 and Technical Record shall update all continuing airworthiness records within 30 days from the date of maintenance completion as per CAMP Part 2.5
- b. This notice is raised to introduce additional procedures to ensure compliance with the above requirements. The compliance to this procedure shall be effective immediately and shall be integrated into the upcoming revision of CAMP.

4. REQUIREMENT

- a. CAMO Planner shall ensure that the original copy of the completed work package have been acquired from contracted AMO immediately upon completion of maintenance by contracted AMO.
- b. Upon receiving the completed work package, CAMO Planner shall review and verify the work package before acceptance and shall complete the process within 14 days after the date of maintenance completion.
- c. CAMO Planner shall ensure that the completed work package shall consist of:
 - i. The work pack and worksheet properly filled, signed, stamp and dated by AMO as per CAN 01 latest revision.
 - ii. A minimum of serviceable tag (ARC/CoC for any components/parts installation).
 - iii. Parts report for all component replacement that have been properly filled, signed and stamped as per CAN 01 latest revision.
 - iv. Log cards for hard time component installation available and properly filled.

- v. Test reports such as borescope inspection, battery servicing, maintenance flight test reports, etc.
 - vi. AJL copies for ground run performed.
 - vii. BMRC for base scheduled maintenance and all inspection including unscheduled maintenance that had been carried out during the time.
- d. CAMO Planner shall also check for the completed work package for any outstanding task due to deferred work, spares availability or any other requirements.
- e. CAMO Planner shall raise additional work orders or instructions to the contracted Part 145 organisation where any inspection tasks are not completed and not in full compliance with the regulations.
- f. Any work package with discrepancies shall be returned to contracted AMO for corrective action before the work package can be accepted by CAMO Planner.
- g. All completed work package received and reviewed are signed for acceptance by the CAMO Planner and updated for maintenance completion in the CAMS system (AERONET).
- h. CAMO Planner shall then forward the accepted work package to Technical Record personnel for updating of the continuing airworthiness records.

Kindly be informed and adhere to the requirement.



Zaty Nadhira Binti Mohamed Zuhari
Continuing Airworthiness Management Manager