

**To** : GAM CAMO Personnel and Contracted AMO Personnel  
**CC** : GAM Accountable Manager, GAM Quality Assurance Manager, GAM Engineering Manager  
**From** : Continuing Airworthiness Management (CAM) Manager  
**Subject** : Additional Instruction for Completing AJL

## 1. REFERENCE

- a. GAM/CAAM/CAME Issue 3 Revision 1 or later approved revision.
- b. GAM/CAMO/CAMP Issue 2 Revision 1 or later approved revision.

## 2. APPLICABILITY

- a. All aircraft managed by GAM CAMO

## 3. INTRODUCTION

- a. During Product Audit, QA department has raised an observation finding that the AJL was not properly filled up as per the instruction for completing form.
- b. This notice is raised to introduce the upcoming additional instruction and clarification required to ensure compliance with the above instruction.
- c. The compliance to these instructions shall be effective 9 March 2023 and shall be integrated into the upcoming revision of the AJL and instruction for completing form.

## 4. REQUIREMENT

- a. In the “record of defects(s)” column, the pilot is required to enter the following information:
  - i. any defect found during pre-flight inspection; or
  - ii. any defect that occurred during the flight conducted; or
  - iii. “NIL” for no defect found or occurred during the flight conducted.
- b. In the “record of defect(s)” column, for maintenance activity, engineer is required to enter the following information:
  - i. any defect found during Airworthiness Check / Pre-Flight Check / Daily Check.
  - ii. summary of scheduled maintenance performed on the aircraft.
- c. In the “rectification(s)” column, engineer is required to enter the following information:
  - i. rectification action performed to rectify the defect; or
  - ii. deferred defect action for the defect that was deferred as per MEL; or



- iii. "NOTED" for "NIL" entry in the "record of defect(s)" column at the first opportunity (eg: when the aircraft is back to base after operation away from base).
- d. All entries in the "rectification(s)" column shall have the same identification number as per the "record of defect(s)" identification number.
- e. Engineer shall ensure that the aircraft shall not be released to service when there is a defect recorded in the "record of defect(s)" column until the defect has been rectified or deferred as per MEL.

Kindly be informed and adhere to the requirement.

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Continuing Airworthiness Management Manager