

To : GAM CAMO Personnel
CC : GAM Accountable Manager, GAM Quality Assurance Manager
From : Continuing Airworthiness Management (CAM) Manager
Subject : Revised Procedures in CAMP Chapter 3.10 AJL Review and Acceptance and Chapter 3.12.1 Tech Log Module

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.

2. APPLICABILITY

- a. All aircraft managed by GAM CAMO

3. INTRODUCTION

- a. CAMO Planner personnel are responsible to ensure that all maintenance status is monitored and updated at all times as stated in CAMP Part 0.5.3.
- b. This notice is raised to introduce additional procedures to ensure compliance with the above requirements.
- c. The compliance to this procedure shall be effective immediately and shall be integrated into the upcoming revision of CAMP.

4. REQUIREMENT

- a. AJL Review and Acceptance
 - i. CAMO Planner shall be responsible to retrieve the completed AJL page by any means either received from Operator/AMO or personally obtain from the AJL.
 - ii. The AJL shall be reviewed by CAMO Planner to ensure that:
 - i. The AJL are properly filled, signed, stamp and dated in accordance with the Instruction for completing form AJL.
 - ii. The total time in service (flight hours, landing, start, cycle, etc.) are correct.
 - iii. All known defects have been corrected or deferred in accordance with CAMP Part 4.5.2
 - iii. If any discrepancy is found within the AJL, CAMO Planner shall consult with the flight operation department or the contracted AMO for correction and complete the process within 14 days after the date of flight completion.

- iv. CAMO Planner shall update the total time in service into the AERONET system in accordance with CAMP Part 3.12.1.
- v. CAMO Planner shall forward the reviewed AJL to Technical Records personnel for record keepings.

b. TECH LOG MODULE

- i. The time in service data recorded in AJL are updated in the Tech Log module of AERONET. This shall be done by entering the data in Part 2 of Tech Log module.
- ii. Once the data had been saved in Part 2, tick the “update burn rate” and “update a/c hours and cycles” box and click the “Update” button in Part 1 of Tech Log module. This will update the system to the new total time in service.
- iii. Ensure that the total time in service data reflected in the AERONET are identical to those data recorded in the Aircraft Journey Log.
- iv. For total time in service data that are affected by other factors (component life penalty factor, etc.) and are not monitored by AERONET System, CAMO Planner shall update and monitor the data through Microsoft Excel.

Kindly be informed and adhere to the requirement.



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