

To : Contracted AMO personnel
CC : GAM Accountable Manager, GAM Quality Manager, GAM Engineering Manager
From : Continuing Airworthiness Manager (CAM)
Subject : Restriction on Typewritten Unscheduled Maintenance Check (UMC) Worksheets

1. REFERENCE

- a. GAM/DGTA/CAME Issue 1 Revision 0 or later approved revision.
- b. GAM/DGTA/CAMP Issue 1 Revision 0 or later approved revision.
- c. GAM/CAAM/CAME Issue 4 Revision 0 or later approved revision
- d. GAM/CAMO/CAMP Issue 2 Revision 2 or later approved revision

2. APPLICABILITY

- a. All aircraft managed by GAM CAMO

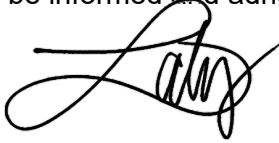
3. INTRODUCTION

- a. For unscheduled maintenance involving inspection, installation/removal of components, or defect rectification arising from maintenance or operations, an additional worksheet shall be completed by the contracted AMO, as detailed in CAMP Chapter 3.9.2.
- b. This notice is issued to inform all AMO personnel of the restriction on producing typewritten Unscheduled Maintenance Check (UMC) Worksheets. The UMC worksheet must be completed in handwritten format only to minimize human error and enhance self-awareness.
- c. Compliance with this notice is effective immediately.

4. REQUIREMENT

- a. Contracted AMOs are required to complete an Unscheduled Worksheet for any unscheduled maintenance, including inspection, installation or removal of components, or defect rectification arising from maintenance or operations.
- b. The Unscheduled Maintenance Check (UMC) Worksheet GAM/E-001B (for state aircraft) and GAM/C-005 (for civil aircraft) must be prepared in handwritten format only; typewritten formats are not permitted.
- c. For instructions on completing the UMC Worksheet (state and civil aircraft), refer to GAM/E-001Bi and GAM/C-005i respectively.

Kindly be informed and adhere to the requirement.



Zaty Nadhira binti Mohamed Zuhari

Continuing Airworthiness Manager