

TRAINING MEMO

REFERENCE: GAM/TM/23/02
TO: All GAM Personnel
FROM: Training Manager
DATE: 4 December 2023
SUBJECT: Introduction of Digital Training Request in GAMS Portal

Dear All GAM Personnel,

Pertaining the previous Official Announcement (GAM-TRNG/OA/23/0122), Training Department pleased to introduce the implementation of Digital Training Request in the GAMS Portal.

It is crucial to acknowledge that although the Training Request Form (GAM/F-TPM2.1(04)) remains a valid and acceptable method for submitting training requests, the adoption of the Digital Training Request is highly recommended. This digital platform is designed to enhance efficiency and streamline our training request processes.

Your cooperation in adapting to this new process is greatly appreciated, and we believe that this update will contribute to a more efficient and user-friendly training request system.

If you have any questions or require further clarification, please do not hesitate to reach out to Training Department. We will be happy to assist you.

Best Regards,
Thank You.

GALAXY AEROSPACE (M) SDN.BHD.

Management Office : No. A-01-02, Blok A, Bangunan Perdagangan Siera Ara Damansara, Jalan PJU 1A/5A, Ara Damansara, 47301 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

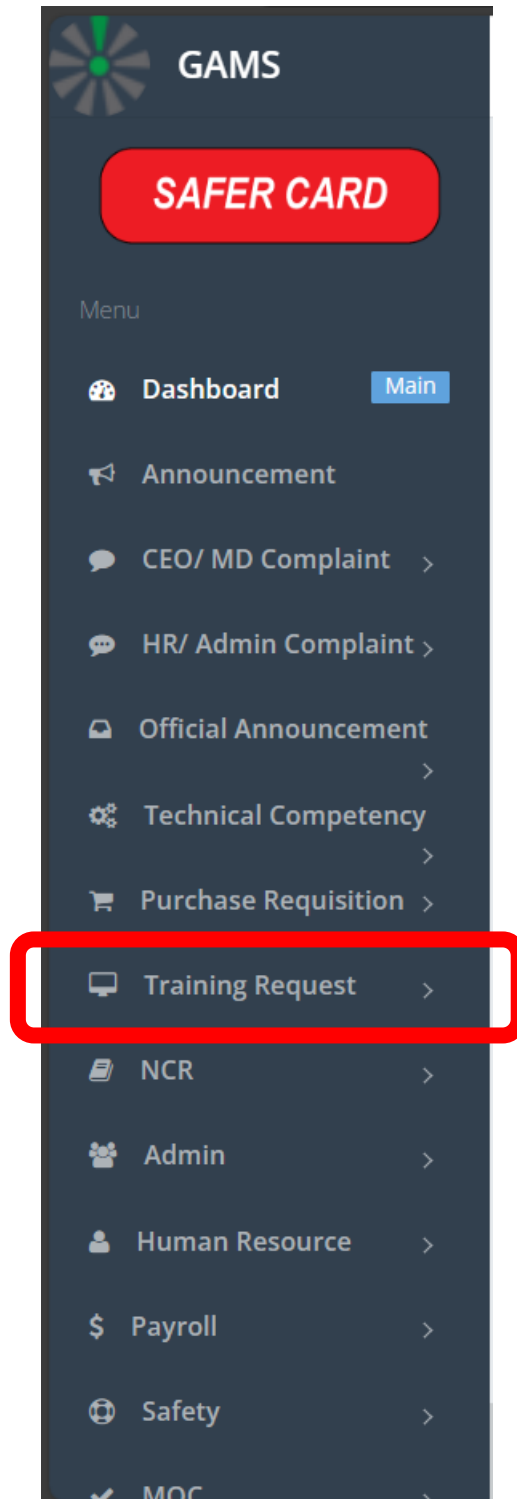
AMO Office : Suite 11-14, Helicopter Centre, Malaysia International Aerospace Centre, Sultan Abdul Aziz Shah Airport, 47200 Subang, Selangor Darul Ehsan, Malaysia.

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DIGITAL TRAINING REQUEST IN GAMS PORTAL:



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PROCEDURE FOR TRAINING REQUEST:



Step-by-step manual on the Digital Training Request will soon be uploaded to GAMS Portal under the 'References' section.

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