

## AMO MEMO

**REF NO.** : GAM/AMO/22/006  
**TO** : All AMO Personnel.  
**FROM** : Engineering Manager.  
**DATE** : 11 April 2022  
**RE** : LAE Logbook.

---

This memo issued to inform all LAE about the need to keep work experience logbooks.

MOE Part 3.4.9 requires demonstration of 6 (six) of 24 (twenty-four) months of maintenance experience for reissue of Company Approval.

This is in-line with requirement of CAGM 1801 Chapter 2.2 and CAGM 8601 Chapter 4.

To comply the requirements, All LAE are required to keep and maintain a logbook (Form No. : GAM/Q-014 Rev.2 (10/20) for each type of aircraft in your Company Approval Certificate and constantly update your work experience.

The logbook are to be submitted to QA for issuance or renewal of Company Approval

Thank You.

- END -

**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.

**Hangar Address** : Hangar 2, UniKL-MIAT, Persiaran A, Off Jalan Lapangan Terbang Subang, 47200 Subang, Selangor Darul Ehsan, Malaysia.  
Tel: +603 7455 0555 Fax: +603 7734 7526

[www.galaxyaerospace.my](http://www.galaxyaerospace.my)