

To: All Staff
From: Nur Amirah Izani Binti Kamarzaman
cc: Safety Department
Issue: 09032020-01
Re: Conformity Inspection by QA Department for Modification / Repair Work

Dear All,

To ensure good quality standard and as directed by the Managing Director (MD), each modification or repair work performed on the aircraft or its aeronautical product within GAM Operation shall undergo QA Conformity inspection before product delivery. This is due to the recent technical warranty claim received for the Navy's Main & Tail Rotor Blade repair.

The scope of inspection included but not limited to;

- Modification or repair data used to perform the maintenance are updated and from an approved source i.e. OEM/DOA/AEO/DAR.
- Tools / equipment / material use as per the approved maintenance data.
- Work are performed in the approved facility.
- The environmental condition is controlled as per the manufacturer recommendation and are recorded.
- Personnel performing the task are competent / approved personnel. The contracted organization performing the task are an Approved Vendor or Approved Maintenance Support Network.
- Maintenance record
 - All required information properly recorded in the worksheet / task card
 - All work recorded had been properly certified by appropriate approved personnel
 - Authorised Release Certificate or equivalent for part / component installed are provided with the maintenance record
 - Weight and balance record had been updated
 - Modification record book has been updated
- Testing
 - System functional check / test had carried out in accordance with approved data
 - System function on the ground
 - Compass swing
 - Flight test
 - Weight and balance (if applicable)
 - Balancing (if applicable)

Thank you.

Nur Amirah Izani Binti Kamarzaman
GAM Quality Assurance Inspector