

Quality Assurance Memo

TO: ALL GAM STAFF	FROM: Quality Assurance Department
CC: Safety Department	ISSUE: 06032020-01
SUBJECT: Risk Assessment and Audit Training	

Dear all,

Quality Assurance and Safety Department would like to conduct training as per listed below:

No.	Training Subject	Instructor	Date
1	Risk Assessment	Prof Abu Hanifah Haji Abdullah	11-12 March 9.00am – 5.00pm
2.	Audit Technique	Prof Abu Hanifah Haji Abdullah	13 March 9.00am – 5.00pm

Training will be conducted at JADE Training Room, Galaxy Aerospace (M) Sdn Bhd Head Quarters. Please find enclosed attachment for the details and list of personnel to join the training. **Please confirm your attendance by Friday 6th March 2020.**

Thank you.

Mohamad Amirul Hakim Bin Zulkufli
Quality Assurance
06/03/2020

Risk Assessment			
No	Name	Staff No	Department
1	Cheang Wei Hong	8014	Engineering
2	Syafrul Yamani Bin Safruddin	4002	Engineering
3	Muhammad Bin Mohd Taib	8045	Engineering
4	Hamzah Abdul Ghani	8113	Engineering
5	Bahiran Bin Abdul Aziz	8052	Engineering
6	Mior Mohd Adib Mior Salehuddin	8110	Engineering
7	Nur Farhana Binti Othman	8007	Design
8	Mohammad Nizam Bin Jaafar	8010	Safety
9	Nor Azman	8119	Store
10	Zaty Nadhira Binti Mohamed Zuhairi	8039	CAMO
11	LT KOL (B) Rusnan Bin Mat Juri	8053	Quality Assurance
12	Nur Amirah Izani Kamarzaman	8160	Quality Assurance
13	Mohamad Khair Shaiful Alam	8075	Quality Assurance
14	Luqman Hakim Mohd Aorff	8085	Quality Assurance
15	Mohamad Amirul Hakim Zulkufli	8174	Quality Assurance
16	Omar Ahmad	8178	Quality Assurance

Audit Technique			
No	Name	Staff No	Department
1	Omar Ahmad	8178	Quality Assurance
2	Nur Amirah Izani Kamarzaman	8160	Quality Assurance
3	Mohamad Khair Shaiful Alam	8075	Quality Assurance
4	Luqman Hakim Mohd Aorff	8085	Quality Assurance
5	Mohamad Amirul Hakim Zulkufli	8174	Quality Assurance
6	LT KOL (B) Rusnan Bin Mat Juri	8053	Quality Assurance
7	Ahmad Muzrim Mustazar	8098	Design
8	Chua Yop Peng	8046	Design
9	Nizam Nazar	8133	Design
10	Hairee Mat	8103	CAMO
11	Mohamed Safarin Mohamed	8135	CAMO
12	Ismail Bin Sulaiman	8051	CAMO/CTOO
13	Mohamad Syafiq Ismail	8175	CAMO
14	Muhammad Arzat Bin Anuar	8036	Safety
15	Mohammad Nizam Bin Jaafar	8010	Safety

March 2020

TRAINING
 GAM-DGTA Audit
 GAM-CAMO Audit
 GAM-145 Audit

April '20						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
			Risk Assessment		Audit Technique	
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	Notes				