

Ref. No. : GAM/QA/CAAM-MOC/24-47/OA

16 MAY 2024

**DIRECTOR AIRWORTHINESS SECTOR,
CIVIL AVIATION AUTHORITY OF MALAYSIA**

Level 1, D5, Parcel D, Aras 1-4, Blok Podium, No. 27,
Persiaran Perdana, Presint 4,
Pusat Pentadbiran Kerajaan Persekutuan
62618 PUTRAJAYA.

Attn.: Tuan Hj Mohd Naziran bin Mohammed

Dear Sir,

NOTIFICATION OF LENGTHY ABSENCE OF AN ACCOUNTABLE MANAGER AND DELEGATION OF DUTIES

The subject above refers.

2. With regards to the above-mentioned subject, I would like to inform your good office that I will be on long leave to perform Hajj from 1st June to 31st July 2024. During my absence, I've delegated and nominated Tuan Hj Ismail bin Sulaiman, Chief Operation Office (COO) to assume my duties and responsibilities. Enclosed herewith is Tn Hj Ismail's CV for your kind perusal.
3. During my absence, Tuan Hj Ismail bin Sulaiman's day-to-day operations will be handled by the following personnel who are under his direct supervision as stated below:

<u>No</u>	<u>Activity</u>	<u>Person-in-charge</u>	<u>Designation</u>
1.	AMO	Omar bin Ahmad	Quality Assurance Manager
2.	CAMO	Zaty Nadhira binti Mohamed Zuhari	Continuing Airworthiness Management Manager
3.	DOA	Ir Nizam bin Nazar	Head of Design Office
4.	ATO	Ahmad Kushairi bin Yunus	Principal Quality Assurance (Training)

Your kind attention is very much appreciated.

Thank You.

Best Regards,

For and on behalf of

GALAXY AEROSPACE (M) SDN. BHD.

DATO' SHAMSUL KAMAR SAMSUDIN

Managing Director/Accountable Manager

013-9310581 / sam@galaxyaerospace.my