

<b>TITLE</b>	: Approved Training Organisation (ATO) - CAAM
<b>DATE</b>	: 9 <sup>th</sup> December 2021
<b>PREPARED BY</b>	: Syafrul Yamani bin Safruddin – Engineering Manager

### 1.0 OBJECTIVE

This proposal aims to obtain an approval from the Managing Director to proceed with the setting up of CAAM ATO Part 147.

The objective of the ATO are as follows.

- To conduct in-house type training within time frame that GAM can control, which the responsibility and schedule lie on 2 parties GAM and CAAM, without depending on other ATO scheduled.
- To develop the type training which hard to obtain locally especially for aircraft under GAM capabilities.
- To support workshop staff on specific training. This will accommodate the workshop to carry out maintenance and apply for variety component approval.
- To support the other essential training as stipulated in the CAAM CAD and MOE.
- To control and minimise MRO spending for training.

### 2.0 BACKGROUND

The training capability is vital to cope and support GAM's rapid expansion which receiving more client with variety of aircraft type. GAM's expansion in terms of MRO capability to carry out maintenance on various aircraft type is overwhelming. At the same time, the MRO must ensure the staff have been trained to maintain these aircraft. Therefore, this issue becoming a causality dilemma in an expansion MRO like GAM.

Furthermore, the expansion of workshop capabilities has also demanded in specific training such as battery servicing training, life raft servicing training, ELT etc.

### 3.0 JUSTIFICATION

Causality dilemma on justification of aircraft type training.

- The incoming operation of EC120, and needs of more certifying staff rated on that aircraft.
- The need to increase numbers of certifying staff on AW189 aircraft type.
- The need to increase numbers of certifying staff on Robinson aircraft type.
- The need to increase numbers of certifying staff on AW109 aircraft type.
- To provide recurrent training on existing aircraft type.

Causality dilemma on justification of aircraft component and workshop training.

- The need on battery servicing and maintenance training in order to certify and train the workshop staff. This also include recurrent/refresher training.
- The need on life raft servicing training in order to certify and train the worksop staff. This also include recurrent/refresher training.
- The need on ELT servicing training in order to certify and train the worksop staff.
- The need on ESD and workshop safety training in order to certify and train the workshop staff. This also include recurrent/refresher training.

**4.0 PROPOSAL**

**Direction of the Approved Training Organization**

The proposes GAM ATO is to support the expansion of GAM's the operation. 2 main priorities of the establishment are.

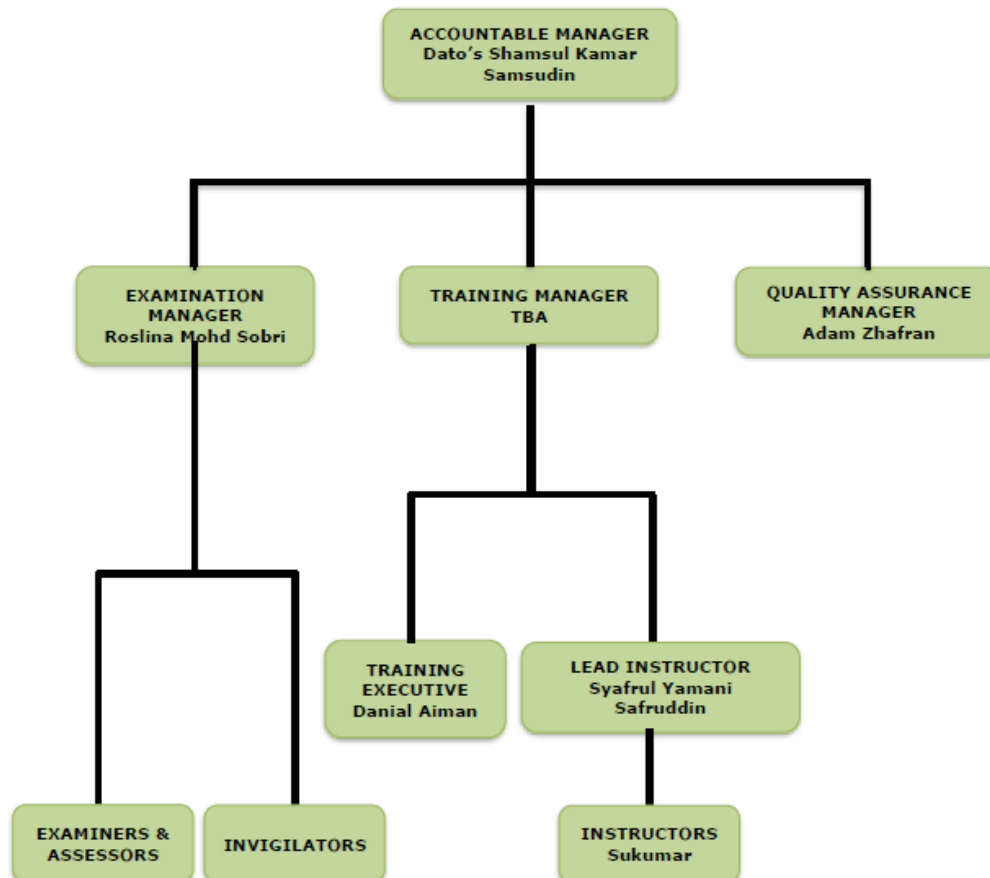
**Primary**

- Conducting Aircraft Type training for GAMs staff.
- Refresher training for GAMs staff.
- Empowerment of recurrent and essential training.

**Secondary**

- Conducting battery servicing and maintenance training.
- Conducting life-raft servicing and maintenance training.
- Conducting ELT servicing and maintenance training.

**Proposed Organization Chart**



**GAM readiness versus CAD 1821 Requirement Matrix**

GAM intention is to apply for AW189 Type Training for ATO application. The AW189 Maintenance Training Program is ready as GAM AMO managed to conduct AW189 Practical Training in house by using the one-of-approval by CAAM in March 2020.

Item	CAD 1821 Requirement	Readiness	Proposal
2.1	Facility Requirement		
	Training classroom	/	Jade and Emerald Room
	Exam facility	/	Jade and Emerald Room
2.2	Library	X	A Technical Library in GAM HQ
2.3	Personnel Requirement		
	Accountable Manager	/	Dato' Shamsul Kamar Samsudin
	Training Manager	x	TBA
	Quality Assurance Manager	/	Adam Zaffran
	Examination Manager	/	Roslina Sobri
	Lead Instructor	/	Syafrul Yamani Safruddin
	Training Executive	/	Danial Aiman
2.4	Record of instructors, knowledge examiners and practical assessor		
	Instructor AW189 B1	/	Muhammad Bin Mohd Taib
	Instructor AW189 B2	/	Ahmad Zhafri Bin Mohd Nor
	Practical Assessor AW189 B1	/	Muhammad Bin Mohd Taib
	Practical Assessor AW189 B2	/	Ahmad Zhafri Bin Mohd Nor
2.7	Knowledge Examiner	/	Syafrul Yamani Safruddin
	Access to appropriate aircraft		
2.8	Aircraft AW189	/	9M-BOE, 9M-BOF
	Maintenance Training Material	/	Course Note AW189
2.9	Record Keeping		
	Data and back up storage	/	Request from IT Department
2.10	Training Procedure	In Progress	MTOE
2.11	Quality System	In Progress	MTOE
2.12	Examinations Procedures	In Progress	MTOE
	Question	/	Question bank
2.13	Occurrence report	N/A	Procedure to establish in MTOE
2.14	Assessment	/	Structured Practical Training
2.15	Notification to CAAM for assessor's misconduct	N/A	Procedure to establish in MTOE
2.16	MTOE	In Progress	MTOE
2.17	MTP	In Progress	Maintenance Training Document AW189

**5.0 FINANCIAL IMPLICATION**

No	Item	Estimated financial implication
1	Classroom and training facility (chairs, training table, whiteboard)	RM 20,000
2	A specific Technical Library (renovation)	RM 5,000
3	Room and working area for ATO personnel (renovation)	RM 5,000
4	Training aid; Stationaries allocation	RM 1,000
5	Training Manager (salary)	RM 9,000/month
6	Executive and clerical staff (salary)	RM 3,000/month
7	Instructor Allowance (Type Course)	As per current value RM 150/day of training
8	Controlled room for Examination document (renovation)	RM 5,000
9	ATO Application Fee	RM 4,500

**6.0 APPROVAL**

Approved by:

Date:

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Dato' Shamsul Kamar Bin Samsudin  
**Managing Director**