

Audit Report	
Report No.	IAR-2022/008
Area / Scope	GAM-145
Date of audit	26/01/2022

AUDIT DETAILS				
Audit Type / Category	Tick where applicable Scheduled Surveillance Specify: AMO-145 PGUKK Ba	□ Vendor□ Product⊠ Variation to approvalttery Workshop		
Audit Reference	2. Workshop Management F	Revision 04 Dated 04 March 2021 Procedure. Amendment 01, Dated 30 July 2020 anual. Issue 1 Rev 3		
Auditor(s)	Omar bin Ahmad Wan Ahmad Fadhil bin W	an Mohd Fauzi		
Auditee(s)	Mior Mohd Adib, Workshop Approval Holder			
Location		Diraja Malaysia Pangkalan Sabah, Jalan a Kinabalu, Sabah.		
AUDIT SUMMAR	RY			
Workshop Manamethodology use of the work area. The audit was to Malaysia, Pangka The list of Battery 1) AW139: Main batter Aux batter 2) Kingair: Concorde 3) Pllatus Pogill (lead at a constant) Gill (lead at a constant) HOM AW1 Main batter Aux batter The P/N listed w	agement Procedure and Work d was sampling of documents/pr add C5 Scope to Engineering F alan Sabah, Jalan Airport, Tanjul y Part No. (P/N) to carried servic ery - Marathon (nicad) P/N 3320 ry - Marathon (nicad) P/N 3286 SAFT (nicad)P/N 2778-1 e (lead acid) P/N RG-380E/44K orter PC-6: acid) P/N G-6381E caravan 208: cad) P/N 4071-1 139 KK: ery - Marathon (nicad) P/N 3320 ry - Marathon (nicad) P/N 3199 were found in Workshop Capabi	shop Audit Checklist (GAM/Q-008C). Audit oduct, interview with personnel and observation remise in Pasukan Gerakan Udara, Polis Dirajang Aru, 88100, Kota Kinabalu, Sabah, Malaysia. Ing in PGU KK as below: 4-002 (battery type M3-44-27) 4-001 (battery type TCA-109L-1).		
	Audit Type / Category Audit Reference Auditor(s) Auditee(s) Location AUDIT SUMMAF The audit was cannot was a control of the work area. The audit was to Malaysia, Pangka The list of Battery 1) AW139: Main batter Aux batter 2) Kingair: Concorde 3) Pllatus Por Gill (lead and the control of the work area. 4) Cessna Concorde 4) Cessna Concorde 5) HOM AWM Main batter Aux batter The P/N listed was a control of the work area.	Audit Type / Category Surveillance Specify: AMO-145 PGUKK Bate 1. GAM/CAAM/MOE Issue 2. Workshop Management F. 3. Engineering Procedure M. 1. Omar bin Ahmad 2. Wan Ahmad Fadhil bin W. Auditee(s) 1. Mior Mohd Adib, Workshop Pasukan Gerakan Udara Polis Airport, Tanjung Aru, 8810 Kott AUDIT SUMMARY The audit was carried out with the reference material Workshop Management Procedure and Workshop Management Procedu		



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- Management of Change request (GAM/MOC/19/0045) in the GAMS Portal was reviewed, the MOC raised by Mr Mior on 4 October 2019 and approved by Accountable Manager on 5 Nov 2019.
- 4 SAFETY RISK ASSESSMENT (HIRARC) FORM (GAM/SMS/H-79(19)) was raised, and all the risk control has been carried out.
- 5 Personnel Contacted (Auditee)

Name

Designation

Mr. Mior Mohd Adib

Workshop Approval Holder

Description Satis Unsatis N/A Remarks 6 A. Facility 1. Availability and sufficient space to; 1) Appendix 1 shown a) Study work instruction the Workshop V b) Complete maintenance record V rooms. c) Accommodate planned maintenance 2) Work area for both d) Segregation of rooms, lead acid serviceable/unserviceable item $\sqrt{}$ battery and NiCad Storage of tools / equipment / Battery Workshop material (width: 8ft, length: 2. Secured / restricted Height: 8ft) 10ft found sufficient to 3. Environmental control support the intended a) Temperature maintenance. b) | Humidity 3) Facility found wellc) Noise kept and organised d) | Lighting 4) Appendix 2 shown V e) Waste room facilities $\sqrt{}$ f) Contamination available durina g) | FOD control audit. $\sqrt{}$ 4. Cleanliness / Housekeeping 5) No evidence of 5. Storage equipment (racking, cabinet, V temperature and etc.) humidity control in 6. Safety Equipment (Evacuation plan / Battery the Fire extinguisher) Workshop. (NCR 7. Labelling 01) V 8. Personnel Protective Equipment 6) Eye wash solution 9. Electrostatic Sensitive Device (ESD) was found to be passed the expiry Refer date.



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					appendix 2. (NCF 02) 7) No evacuation plar was available during the audit. (NCR 03)
B	Personnel		JIII.		
	Sufficient staff to;	I		I	Total of 01 workshop
a.	Plan	√			personnel found
b.	Perform	\neg			available for the
C.	Supervise	√			operation, 0°
d.	Certify	√			Supervisor (AH). Mio
_	Staff competence				Mohd Adib, and
a.	Record of competence assessment	√			Technician currently
b.		√			undergoing training.
	Manhour plan (available & updated)	1			
	Staff training				1
a.	Mandatory Training / Continuation Training	1			
b.	Type training	$\sqrt{}$			
C.	Tools / Equipment Training	\checkmark			
5. 3	Staff records (available & updated)	1			
C.	Tool & Equipment From approved source	√			_ ^ _
C.	Tool & Equipment	1			and found no
C. 1. 1	Tool & Equipment From approved source	1			and found no updated with the too
C. 1. 1	Tool & Equipment From approved source Available	\[\frac{1}{\sqrt{1}} \]			and found no updated with the too available ir
C. 1. I 2. / 3. S	Tool & Equipment From approved source Available Serviceable	1			and found no updated with the too available ir workshop and no
C. 1. 1 2. 7 3. 3 a. b.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate	\[\frac{1}{\sqrt{1}} \]	√		and found no updated with the too available ir workshop and no using registered
C. 1. 1 2. 7 3. 3 a. b. 4.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition	\[\frac{1}{\sqrt{1}} \]	√		and found no updated with the too available ir workshop and no using registered form. (NCR 04)
C. 1. 2. / 3. 4. 5.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record	\[\frac{1}{\sqrt{1}} \]	√	\ \ \	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr
C. 1. 2. / 3. 4. 5.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record	\[\frac{1}{\sqrt{1}} \]	V	1	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipment
C. 1. 1 2. 7 3. 3 a. b. 4. 5. 3 6. 1	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools	\[\frac{1}{\sqrt{1}} \]	√	1	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr
C. 1. 1 2. 1 3. 3 a. b. 4. 5. 5 6. 1 a.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record	\[\frac{1}{\sqrt{1}} \]	√	1	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipmen available during
C. 1. 1 2. 1 3. 3 a. b. 4. 5. 3 6. 1 a. b. c.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record Evidence of equivalence Availability of serviceable card	\[\frac{1}{\sqrt{1}} \]	√	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipmen available during
C. 1. 1 2. 1 3. 3 a. b. 4. 5. 3 6. 1 a. b. C.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record Evidence of equivalence Availability of serviceable card	\[\sqrt{1} \]	√	√	and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipmen available during
C. 1. 2. / 3. 3. 4. 5. 5. 6. 0. D. C.	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record Evidence of equivalence Availability of serviceable card Material From approved source	\[\frac{1}{\sqrt{1}} \]	√		and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipmen available during
C. 1. 1 2. 1 3. 3 4. 5. 3 6. 1 a. b. C. D. 1. 1 2. 3	Tool & Equipment From approved source Available Serviceable Calibration due, label and certificate Physical condition Tools Control record Servicing record Use of fabricated tools Acceptance record Evidence of equivalence Availability of serviceable card	\[\sqrt{1} \]	√		and found no updated with the too available ir workshop and no using registered form. (NCR 04) 2) Appendix 3 showr tool and equipmen available during



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5. Use of alternate material		1 1	
a. Evidence of equivalence			
			L
E. Maintenance Data / Document			
From approved source (Publication Master List)	1		1) Publication master listing reviewed.
2. Documents control (use of registered from, controlled/uncontrolled copy, etc.)	1		(GAM/WS/P-01- 2022) and found
3. Availability to staff	1		using registered form.
4. Updated / current	1		Sampling of
Completion of work documents (worksheet/defect reporting/etc.)		1	document selected for verification. Item
Maintenance Records (accurate, complete and well kept)		1	13 on the list, Maintenance Manual
7. Operation Procedure Manual	√		With Illustrated Parts
8. Shift / Handover record	1		List Aircraft Battery
9. Approved Personal Computer (PC)	√		2778-1 and found satisfactory.
F. Certification of Maintenance			
			Nil task carried out in
Work performed in accordance with approved document			PGUKK at time being. CAAM Form 1 is available.

Conclusion

7

No Major finding were found during Audit.

4 minor noncompliance found during the audit.

- The workshop had no evident of control temperature and humidity. No tool and records found during the audit to control the two elements. As in the CMM saft Battery and Marathon Norco has specify the temperature requirement to carried out tasking.
- 2) Eye wash solution was found to be passed the expiry date. Refer appendix 2. This is contradicted with MOE Part 2.6.1 Para 2. The user must ensure that all tools/equipment are clean and serviceable prior to and upon completion of use.
- 3) No evacuation plan was available during the audit.
- 4) Tool list reviewed and found not updated with the tool available in workshop and not using registered form contradicted with CAD 8601 Part 5.4 Para b) The organisation shall ensure that all tools, equipment and particularly test equipment, as appropriate, are controlled and calibrated.



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	The audit was determined to be satisfactor findings by providing appropriate remedial a	y in general. Respective auditee shall respond to all ction within time period.
С	PREPARATION AND APPROVAL	
1.	Prepared by Signature: WAN AHMAD FAUHIL WAN MOHD FAUZI Name: Quality Assurance Inspector Galaxy Aerospace (M) Sdn. Bhd.	Date: (6/02/22
2.	Approved by Signature: OMAR BINAHMAD Quality Assurance Manager Galaxy Aerospace (M) Sdn. Bhd (1040262-D)	Date: 16 fels 2022



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Appendix 1



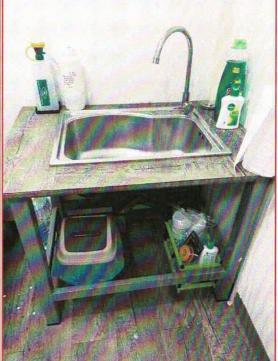




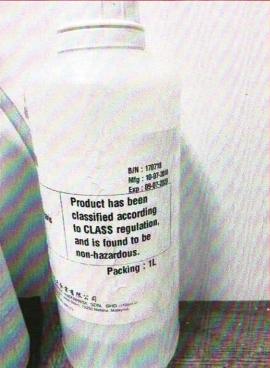
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Appendix 2



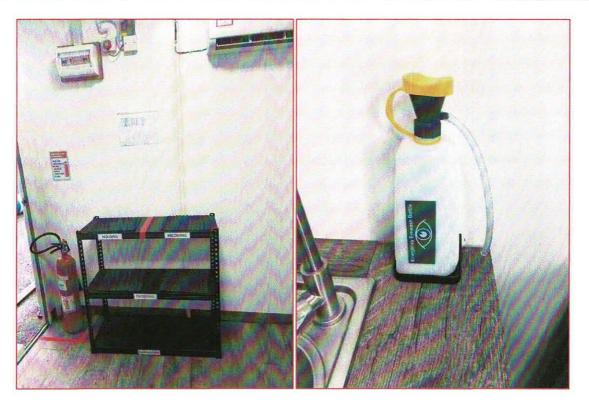








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Appendix 3





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