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|  | <b>Audit Report</b> |                 |
|   | Report No.          | IAR-2023/044    |
|   | Area / Scope        | GAM-145         |
|   | Date of audit       | 12-13 June 2023 |

| <b>A AUDIT DETAILS</b> |  |  |
|------------------------|--|--|
| 1.                     | Audit Type / Category  | Tick where applicable<br><input type="checkbox"/> Scheduled <span style="margin-left: 200px;"><input type="checkbox"/> Vendor</span><br><input type="checkbox"/> Surveillance <span style="margin-left: 150px;"><input type="checkbox"/> Product</span><br><input checked="" type="checkbox"/> Variation to approval<br><br>Specify: PGU Kuching – Line & Base Maintenance for Textron 208 Caravan |
| 2.                     | Audit Reference  | 1. CAD 8601 Maintenance Organisation Approval Issue 01 Rev 01 dated 15 November 2022,<br>2. GAM/CAAM/MOE Issue 3 Rev 1, dated 26 October 2022,<br>3. GAM/EPMPGU/AMO Issue 1 Rev 0, dated 31 Jan 2022   |
| 3.                     | Auditor(s)   | 1. Muhammad Izzuddin bin Ibeharim (Lead Auditor)<br>2. Wan Ahmad Fadhil bin Wan Mohd Fauzi<br>3. Azillah bin Matap (Observer)  |
| 4.                     | Auditee(s)   | 1. Supt. Mohd Zuki bin Hat<br>2. SI Nizam Bin Nongchi<br>3. SM Liza binti Bujang Ahmad<br>4. SM Boniface A/L Mindek<br>5. SM Julian Mark Bolong<br>6. SM Osman Bin Ahmad<br>7. SM Rody Bin Mejeri<br>8. Sjn Bangga Anak Phillip  |
| 5.                     | Location   | 1. Pasukan Gerakan Udara Kuching, located at Kuching International Airport, 93728 Kuching Sarawak  |
| <b>B AUDIT SUMMARY</b> |  |  |
| 1                      | <b><u>General Information</u></b><br><br>An internal audit was carried out to evaluate the compliance of PGU-Kuching operation for the purpose to approve PGU – Kuching facility as an Approved Maintenance Organisation for Textron 208 Caravan line and base maintenance capability.<br><br>The scope of audit covers:<br><br>a. Facility requirement<br>b. Personnel requirement<br>c. Tool & Equipment requirement<br>d. Maintenance Data / Documents<br><br>The annual audit was carried out with reference to the latest revision of Maintenance Organisation Exposition (MOE), Engineering Procedure Manual (EPM) for PGU (EPMPGU) and Capability Evaluation Checklist (GAM/Q-066 Rev.2 (05/23)). |  |

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Audit methodology used were sampling of documents/products, interview with personnel and observation/inspection of work area.

Management of Change (MOC) has been raised by Mr. Jasmalizam Jamaludin on 09 June 2023.

**Facilities Requirement**

General

PGU Kuching facilities comprised of the maintenance hangar and Maintenance Support Office both located at Kuching International Airport.

Both facility is gated, guarded and access to the facility is controlled by Hornbill Skyways Sdn Bhd.

Proposed plan for the maintenance was to utilize the Hornbill hangar as maintenance facility and supported by the maintenance support office for the workstation, Production Planning office, tool store, bonded store, quarantine store and POL store.

Hangar

Maintenance of the Textron 208 Caravan was planned to be carried out in Hornbill Skyways hangar. Hornbill Skyways Sdn Bhd hangar is a current approved CAAM maintenance facility under Hornbill Approved Maintenance Organisation (AMO) Approval (Ref: AMO/2017/28).

Visit to the hangar conducted for verification of the maintenance location. The proposed location is adequate with cleanliness of the area was well maintained, and housekeeping of the hangar was found satisfactory. Grounding points is available near the proposed maintenance location in the hangar. (Refer Appendix 1,2,3)

Maintenance rack in hangar was found adequate for holding parts during maintenance.

The hangar's lighting was deemed to be suitable for maintenance purposes. The lighting is featured as part of the hangar's amenities. (Refer Appendix 4)

During the audit, auditee was unable to provide hangarage agreement for utilization of the Hornbill hangar for Textron 208 Caravan line/base maintenance (**NCR 01**)

Maintenance Support Office

Maintenance support office comprised of workstation, production planning office, tool store, bonded store, quarantine store and POL store.

2 x container was used to accommodate all the above station. (Refer Appendix 5)

Lighting in the Maintenance Support Office in both container room were found adequate for the above proposed station.

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During the audit, auditee was unable to provide the detail layout of the both maintenance hangar and maintenance support office (**NCR 02**).

Housekeeping is required on inside the maintenance support office and surrounding area of the maintenance support office (**Observation 1**).

### **Personnel Requirements**

8 personnel were stationed at the proposed PGU Kuching Maintenance Support Office. List of PGU personnel as below.

| No. | Name                       | Remarks                |
|-----|----------------------------|------------------------|
| 1   | Supt. Zuki bin Hat         | Person-in-charge (PIC) |
| 2   | SI Nizam Bin Nongchi       |                        |
| 3   | SM Liza binti Bujang Ahmad |                        |
| 4   | SM Boniface A/L Mindek     |                        |
| 5   | SM Julian Mark Bolong      |                        |
| 6   | SM Osman Bin Ahmad         |                        |
| 7   | SM Rody Bin Mejeri         |                        |
| 8   | Sjn Bangga Anak Phillip    |                        |

During the audit, personal file for each individual stationed at PGU Kuching Maintenance Support Office was not available (**NCR 03**).

During the audit, auditor was advised that additional manpower required for the maintenance will be supported by PGU-Subang Operation.

Aircraft Textron 208 Caravan Continuing Airworthiness Management Organisation (CAMO) & AMO support was recently transferred into Galaxy Aerospace (M) Sdn Bhd (GAM) & AMO approval. Recommendation made by auditor to each personnel station at PGU Kuching to familiarize the GAM process & procedure readily available in GAMS Portal (**Observation 2**).

1 x PGU personnel was appointed as Production Planning Control (PPC) to manage the maintenance of Textron 208 Caravan at PGU Kuching facility. Interview and briefing carried out with the PPC on the GAM AMO requirement and procedure with regards to the aircraft maintenance. Auditor has advised PGU Kuching PIC on the additional guidance to the PPC to ensure smooth maintenance of the aircraft (**Observation 3**).

### **Tools and Equipment Requirements**

During the audit, it was observed the overall POL system management & control was not followed as per EPMPGU Chapter 2-02. Identification of suitable POL station together with POL list including POL label was not made available during the audit. (**NCR 04**).

Component acceptance (spare parts) arrangement was made at PGU – Subang Operation.

Tool Store was within the walking distance to the aircraft maintenance hangar facility.

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General aircraft tools and certain calibrated tools were available at PGU Kuching Maintenance Support Office. During the audit, it was observed the overall Tool Control process and Ground Support Equipment Control was not followed as per EPMPGU Chapter 2-01, EPMPGU Chapter 2-03 & EPMPGU Chapter 2-04. Identification of suitable Tools Store station & GSE station together with the relevant Master List was not available during the audit. **(NCR 05)**

It was highlighted to the auditor, the additional tools including calibrated tools that may be required during the maintenance will be supported by PGU- Subang Operation.

During the audit, it was observed that the Temperature & Humidity control process was not implemented as per EPMPGU. Hygro Thermometer were found not working during the audit, hence the control of temperature & humidity was not available **(NCR 06)** (Refer Appendix 6)

**Maintenance Record & Maintenance Data**


EPMPGU Chapter 4-03 highlighted the procedure on the Daily Maintenance Book requirement- During the audit, it was observed that the Daily Maintenance Book was not available **(NCR 07)**

All hardcopy maintenance record associated with the maintenance need to be returned to PGU-Subang Operation i.a.w EPMPGU Chapter 5-02. It was suggested for PGU-Kuching operation to retain a copy of the maintenance record (softcopy format) for future review if required. EPMPGU was suggested to be updated on the softcopy maintenance record retention **(Observation 4)**


All maintenance data for Textron 208 Caravan maintenance was available online. Access to the online maintenance manual was available for the PGU Kuching personnel. All the subscription account information was made available in the PGU Textron 208 Caravan Maintenance Data Master List available in PGU Kuching Maintenance Support office.

**7 Conclusion**

There were **seven (7) minor NCR** and no major finding raised during this audit, and **four (4) OBSERVATION** raised during this audit. The audit was determined to be satisfactory in general. Auditee is required to response to the NCR within the stipulated time.

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| <b>C</b> | <b>PREPARATION AND APPROVAL</b>                                   |
|----------|---|
| 1.       | Prepared by<br>Signature : _____ Date : _____<br><br>Name : _____ |
| 2.       | Approved by<br>Signature : _____ Date : _____<br><br>Name : _____ |

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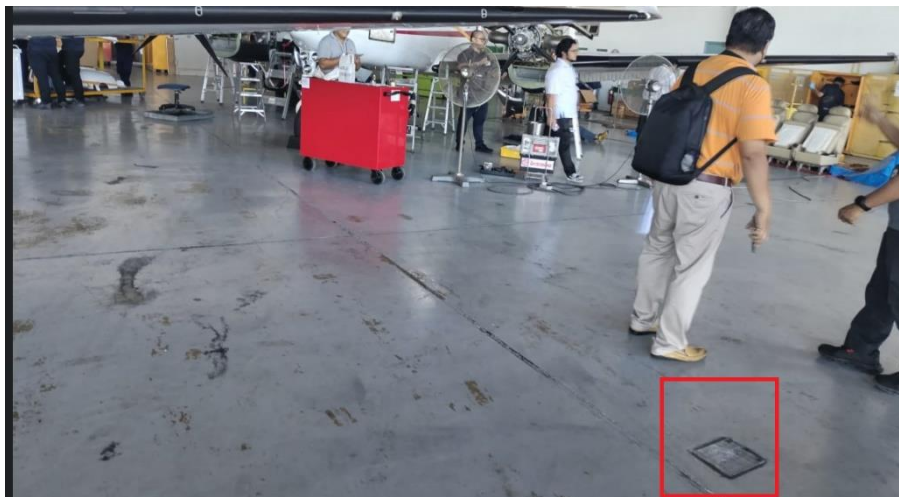
Appendix 1 – Proposed location for the Textron 208 Caravan Maintenance inside Hornbill Skyways hangar – back view




Appendix 2 – Proposed location for the Textron 208 Caravan Maintenance inside Hornbill Skyways hangar – front view



Appendix 3 – Grounding Points nearby the proposed maintenance location inside hangar




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Appendix 4 – Sufficient Lighting and Overhead Crane are available inside the hangar



Appendix 5 – Entry door to PGU Maintenance Support Cabin



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Appendix 6 – Unserviceable hygro thermometer

