

 <b>Galaxy Aerospace</b> <small>maintenance . repair . overhaul</small>	<b>Audit Report</b>	
	Report No.	IAR/MTO – 2023/009
	Date of Audit	18 Oct 2023

**PART A (AUDIT DETAILS)**

Audit Type/Category:	Tick where applicable: Scheduled: <input type="checkbox"/> Unscheduled: <input type="checkbox"/> Surveillance: <input checked="" type="checkbox"/> Others: <input type="checkbox"/>
Organisation:	Galaxy Aerospace (M) Sdn. Bhd. Maintenance Training Organisation
Location/Section:	Assessment Room / Examination Section
Auditor(s) Name:	Ahmad Kushairi bin Yunus
Auditee(s) Name:	Roslina binti Mohd Sobri
Purpose of Audit:	Surveillance audit during AW189 (GE CT7) Practical Assessment
Documents/Checklist Reference:	GAM/F-TPM3.1(02)-12 Audit Checklist (Conduct of Examination & Assessment)

**PART B (OBSERVATIONS/FINDINGS)**

**Objective:**

The aim of this audit is to evaluate the AW189 (GE CT7) CAAM Part 66 Category B1 & B2 Type Training practical assessment.

**Scope of Audit:**

This audit covers various elements within the practical assessment process, ensuring adherence to established procedures and standards throughout AW189 (GE CT7) Type training. The scope encompasses everything from the preparation of assessment rooms to the execution of the assessment itself.

**Location and Security:**

During the surveillance audit, it was noted that the assessment occurred at an approved location specified in MTOE Part 1.6. The assessment room met the prerequisites outlined in the Preparation of Examination and Practical Assessment Room checklist. It maintained cleanliness, proper ventilation, and adequate lighting. All necessary signage was appropriately displayed, and the Examination and Assessment Room Preparation checklist was diligently completed. An approved Practical Assessor, as specified in MTOE Part 1.5, conducted the assessment, and the required equipment for assessment was available for both students and instructors.

**Conduct of Practical Assessment:**

The assessment was executed in accordance with well-defined standards outlined in the Maintenance Training Program (MTP). The Practical Assessor, approved as per MTOE Part 1.5, proficiently ensured a comprehensive evaluation of students' knowledge, skills, attitudes, and experience. The assessment included evaluating proficiency in tool and equipment usage, adherence to applicable manuals, situational awareness, and adherence to safety principles. Additionally, the assessment verified the ability to engage in informed discussions about the aircraft and its systems. It rigorously monitored the safe execution of maintenance, inspections, and routine work as per the maintenance manual and other relevant instructions tailored to the specific aircraft type.

The assessor ensured the correct use of technical literature and documentation for the aircraft, overseeing the proper use of specialized tools and test equipment, as well as the removal and replacement of components unique to the aircraft type. Assessment results were meticulously documented in the student's Structured Practical Training (SPT) Logbook.

The assessment took place in an approved location per MTOE specifications. The facility was properly enclosed and secured, maintaining a controlled environment. Importantly, the student did not have any instructional materials related to the assessment, ensuring process integrity. The assessment occurred within a controlled environment, with only the practical assessor and the scheduled student present. However, during the assessment, it was noted that sound from one assessment room permeated into an adjoining room. The Examination Manager was informed of this issue, and prompt measures were taken to minimize voice transmission, indicating a satisfactory resolution.

**Documents:**

The student covered a minimum of fifty percent (50%) of the tasks outlined in the SPT Logbook, meeting the specified SPT Logbook requirements. All students met the minimum 90% attendance requirement. The Type training attendance list was verified by the Examination Manager. The Practical Assessor appropriately stamped and marked the assessment portion of the SPT Logbook with the date of completion.

**Conclusion:**

In summary, this audit report acknowledges compliance with established procedures, emphasizes strengths in the assessment process, and identifies areas for potential improvement in the AW189 (GE CT7) practical assessment. It underscores the critical importance of adhering to regulations and procedures to maintain the integrity of the assessment process.



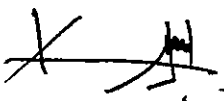
### PART C (NON-COMPLIANCE REPORT)

NCR Reference	Level	Findings	Section	Due Date

### PART D (SUMMARY/RECOMMENDATIONS)

The audit summary indicates that the AW189 (GE CT7) practical assessment was conducted with adherence to established procedures and standards. The assessment took place in an approved location, meeting all necessary prerequisites, and the assessment room maintained a clean and suitable environment. The audit report highlights the process and strengths in the assessment process and identifies areas for potential improvement. The report emphasizes the critical importance of adhering to regulations and procedures to uphold the integrity of the AW189 (GE CT7) practical assessment.

### PART E (AUDITOR'S DETAILS)

Auditor's Name:	Ahmad Kushairi bin Yunus
Auditor's Signature:	
Date:	19 October 2023