



**CORRECTIVE ACTION REQUEST**

Standard  
PU 2103

\*( Tick 'V' or 'X' )

\*Category  Critical  Major  
 Minor

**SECTION 1 : DETAILS OF AUDIT**

Auditor

Audit No  /

Auditee

\*Position : CAR No  of

QM  
 SMM Galaxy Aerospace (M) Sdn Bhd  
 Others

**SECTION 2 : NON-CONFORMANCE** (Include details of objective evidence)

Ref #1. MMP Galaxy Aerospace (M) Sdn Bhd (GAM), Para 5.1.14, 3 .

Ref #2. PU 2103 TAMM 2nd Edition, Para 5.1.4(b) Maintenance Procedures Page R5 - 2 of 16.

Audit found in Ref #1, "the SMM shall ensure that only marshalling signals approved and specified by DAR are used in accordance with RMN procedure". However, it is not referring to a specific section/para/page for applicability which contrary to Ref #2.

Auditor

Date  /  /

Auditee

**SECTION 3 : ROOT CAUSE AND CORRECTIVE ACTION** (Determination of root cause and action plan including completion date)

Root Cause :  Date to be completed :

Corrective Action :  
MMP Part 5.1.14 Para 3 was revised

Auditee

Position:

Date  /  /

**SECTION 4 : FOLLOW-UP DETAILS AND CLOSE OUT**

Verification of implemented corrective actions :

Verified By

\*CAR Close Out ( Tick V )  
 Yes  No

Date  /  /

## MAINTENANCE MANAGEMENT PLAN

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### 5.1.14 AIRCRAFT GROUND HANDLING (REGULATION 5.1.14)

1. All maintenance personnel who conduct aircraft ground handling processes are trained and certified by Safety Department. Only qualified and certified personnel are permitted to conduct aircraft ground handling operations.
2. The following are general safety precautions that shall be observed before ground handling aircraft commences:
  - a. Towing passage must be clear of any obstructions.
  - b. Towing equipment - tractor, tow bar, towing wheels must be in serviceable condition.
  - c. Center of gravity of aircraft should be known to ensure that there is sufficient weight on nose/tail Wheel and ballast installed as applicable.
3. The SMM shall ensure that only marshalling signals approved and specified by DAR are used [as stipulated in EPM 1-13 Aircraft Marshalling](#).
4. SMM shall ensure procedures and equipment approved by the DAR are used when ground handling aircraft.
5. Reference should be made to respective Maintenance Manual for specific precaution, permissible towing angles/loads, requirements and limitations.
6. As for aircraft ground handling processes, all procedures are stipulated in the EPM 1-04 (Towing and Parking) and EPM 1-13 (Aircraft Marshalling).

DOCUMENT REFERENCE:	GAM/MMP/AW139			DATE:	29 SEP 2023
ISSUE:	1	AMENDMENT:	6	PAGE:	MMP 5.1.14 1 of 1