

**A. Requestor information**

1. Name : HAMIDAH BINTI HAMA
2. Designation : WORKSHOP IN CHARGE

**B. Details of Request**


1. Reason for change : FOR CHANGES, UPDATE AND ADDED NEW
2. Document issue number : ISSUE NO.2      3. Document revision number : REV. 0
4. Documents affected : WORKSHOP MANAGEMENT PROCEDURE
5. Details of change : (Fill the table below)

Document Reference	Issue No	Rev No	Details of change
WORKSHOP MANAGEMENT PROCEDURE	ISSUE NO.2	REV. 1	-Procedure Of Control, Update and Distribute of Current Maintenance Data/Technical Data (CMM, OMM, IETP etc.). -Added new FAA FORM 8130-3.

**C. Review and Approval**

Reviewed and approved by	
Signature	: 
Name	: <b>SYAFRUL YAMANI BIN SAFRUDDIN</b> <i>Engineering Manager</i>
Designation	: Galaxy Aerospace (M) Sdn Bhd (1040262-D)
Date	: 7/8/2023

**D. Acceptance (FOR QA USE ONLY)**

Accepted by	
Signature	: 
Name	: <b>UMAR BIN AHMAD</b> <i>Quality Assurance Manager</i>
Designation	: Galaxy Aerospace (M) Sdn. Bhd (1040262-D)
Date	: 11 . 08 . 2023
Remark (if any)	

**E. Registration and Update (FOR QA USE ONLY)**

- 1. Internal Publication Masterlist :  Date : \_\_\_\_\_
- 2. GAMS Portal :  Date : \_\_\_\_\_
- 3. Requestor notice :  Date : \_\_\_\_\_