

Instruction for Completing GAM/E-014, Daily Maintenance Book

Location	Print the maintenance location: PGU AW139 – Subang PGU KA350 – Subang PGU AW139 - KK APMM AW139 – Subang JBPM Fleet – Subang JBPM Fleet – Bertam JBPM Fleet – Miri GA Fleet – Subang
Date	Print date of fill-in *NO SKIP OF DATE ALLOW FOR ROSTERED OPERATION
Shift	MORNING / NORMAL / EVENING (delete as applicable)
A/C Registration Number	Print all Aircraft Registration Number on site
Work/Description	Print the maintenance/job/task or any relevant activities. i.e. Post/Pre-Flight Check, 100H Insp., aircraft washing, defect etc.
Remarks	Print highlighted information related to activities carried out or status of aircraft i.e. Serviceable, MRB removed, MGB oil drained, troubleshooting carried out on the, awaiting PTF etc.
FOD walk beginning of shift	Print signature of team leader of the shift (LAE / MI/S B1)
FOD walk end of shift	Print signature of team leader of the shift (LAE / MI/S B1)
Tools check carried out	Print signature of the assigned personnel by EIC / SMM
Prepared by	Print name of team leader of the shift (LAE / MI/S B1) making the entry
Signature (next to Prepared By)	Print signature of team leader of the shift (LAE / MI/S B1) making the entry
Time (same row to Prepared By)	Print time of the signature was printed
Acknowledge by	Print name of team leader of the following shift (LAE / MI/S B1) acknowledging the entry
Signature (next to Acknowledge By)	Print signature of team leader of the following shift (LAE / MI/S B1) acknowledging the entry
Time (same row to Acknowledge By)	Print time of the signature was printed