

MINUTES OF MEETING

Meeting Subject: GAM APMM MEETING	Meeting No.	APMM-GAM-23-001
	Date	31/01/2023
	Time	2.00 p.m. – 4.00 p.m.
	Venue	Stesen Udara Maritim Subang GAM Office

No.	Name	Position	Attendance
1.	Nurul Azhan Bin Sallehuddin	Senior Maintenance Manager (SMM)	Attend
2.	Redzuan Bin Anor Bashah	Maintenance Manager (MM)	Attend
3.	Mohd Saiful Hasanun Bin Mohd Yusop	Maintenance Manager (MM)	Attend
4.	Mohd Akmal Bin Mat Tasik	MI/MS (Avio)	Attend
5.	Muhamad Faizal Bin Mustaffa	MI/MS (Avio)	Attend
6.	Yim Zhen Foong	MI/Ms (Avio)	Attend
7.	Muhammad Yazid Bin Tonut	MI/MS (A&C)	Attend
8.	Hazlin Binti Halimi	MI/MS (A&C)	Attend
9.	Mohd Fadzir Bin Zakaria	MI/MS (A&C)	Absent
10.	Nik Muhammad Izzudin Bin Nik Mustapha	ATP (A&C)	Attend
11.	Mohamad Farhan Bin Amdan	NTP (A&C)	Absent
12.	Mohamed Asyraf Bin Azhar	ATP (A&C)	Attend
13.	Mohamad Azmir Bin Md Razi	NTP (Avio)	Attend
14.	Muhd Mustaqim Arif Bin Mahayuddin	NTP (A&C)	Attend
15.	Muhammad Razi Bin Mohammad Asli	ATP (A&C)	Attend
16.	Muhamamad Danial Shazani bin Zulkifli	NTP (Avio)	Absent
17.	Nur Anis Amanina Binti Zani	NTP (Avio)	Absent
18.	Muhammad Syahmin Bin Zahari	NTP (A&C)	Absent
19.	Mohd Shazalie Bin Ramli	CAMO Planner	Attend
20.	Noor Atiqah Syuhada binti Azmadi	Production Planner	Attend

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21.	Zulakmal Azhari Bin Mohammad Shucry	Production Planner	Attend
22.	Nur Asykin Binti Ruslan	Tech Record & Publication	Attend
23.	Mohamad Amir Suffi Bin Mohd Salleh	Protege	Attend

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No.	Agenda / Matters Discussed	Issue Raised By:	Remarks
1.	Opening Remarks and Agenda		
	The introduction speech began by MM.	SMM	Closed

Previous meeting:

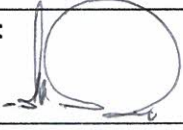
1.	M72-02 Maintenance		
	<ul style="list-style-type: none"> Vibration check 50 hrs will be carry out on 7/12/22. Vibrex set will be send by Fadzlie. Engine inspection (borescope) will be carry out on 8/12/22. Fuel nozzle 600 Hrs Replacement need to apply concession since the edd is on 13/12/22. 	MM (Avionics)	Closed
2.	M72-03 Frame STA5700 Replacement.		
	<ul style="list-style-type: none"> Estimation from LM to carry out STA5700 replacement is around 12 weeks. 	MM (Mechanical)	Open

New issue:

1.	M72-03 Frame STA5700 Replacement.		
	<ul style="list-style-type: none"> Estimation from LM to carry out STA5700 replacement is around 14 weeks. 	MM (Mechanical)	Open
2.	Special Tools		
	<ul style="list-style-type: none"> For corrosion control inspection or any inspection that inaccessible, will be necessary to carry out using special tools (Boroscope). The special tool set will quote by Yim. 	MM (Avionics)	Open
3.	AMO Audit		
	<ul style="list-style-type: none"> All tools used during inspection are required to be recorded in the Book In/out. Any falsification and alteration need to be crossed-out/strike/circle, stamped, with date and 'EIE' remark by an authorised personnel by SMM. 	SMM	Closed
4.	HSI & APMM		
	<ul style="list-style-type: none"> All staff is responsible to keep the floor clean. 	SMM	Closed

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	<ul style="list-style-type: none"> Mandatory action to use oil drip tray whenever an aircraft is parked in the hangar. Request for outside contractor to polish all scratched mark on floor. 		
5.	Supervisor Course		
	<ul style="list-style-type: none"> Request for Engineering Supervisor Course for MI/S as per TAMM requirement. 	MM (Avionics)	Open

Prepared by: <div style="text-align: center;"><i>Asykin</i></div>	Verified by: <div style="text-align: center;"></div>
Name: Nur Asykin Binti Ruslan Date: 01 February 2023	Name: Mjr. Nurul Azhan Bin Sallehuddin Date: 1/2/23