



HELISTAR RESOURCES SDN. BHD.

1. Job/Task/Maintenance payable by:
2. Remark/Justification:

A) CAMO MAINTENANCE INSTRUCTION 3. No: HRSB/TBL/2023/XXX

4.	EFFECTIVITY	A/C REG./COMP.	A/C / COMP. S/N	A/C TYPE	ENG. TYPE
		9M-TBL	4295	AS 350 B2	ARRIEL 1D1

5.	SUMMARY OF INSTRUCTION			
	A.D. / S.B. <input type="checkbox"/>	SCHEDULE INSP. <input type="checkbox"/>	COMPONENT CHANGE <input type="checkbox"/>	DEFECT / MISC. <input type="checkbox"/>
	- 100H INSPECTION - - - - - - - - -			HRSB/TBL/JC/2023/XXX

6.	MAINTENANCE DATA ORIGINATOR	<ul style="list-style-type: none"> HRSB/AMP/AS350B2/ISS.1/REV.3/DATED 11.03.2019
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7.	Work Package Issued By / Date (dd/mm/yyyy)	Checked By / Date (dd/mm/yyyy)
	CAMO Planner: Date:	CAMO Manager: Date:

B) MAINTENANCE CONTRACTOR ACTION

8. Maintenance Contractor Acceptance of Instruction	Date (dd/mm/yyyy)	Signature & Stamp / Name
9. Inspections Commence Date (dd/mm/yyyy)		10. Inspections Completion Date (dd/mm/yyyy)
11. Job Card No. of Pages	12. Supp. Worksheet No. of Pages	13. Parts / Tools List No. of Pages

14. Remarks:

C) CAMO SUPPORT

15. PLANNER CLOSED		16. TECHNICAL RECORD CLOSED	
• Job Card Completion <input type="checkbox"/>	• Supp. Worksheet Completion <input type="checkbox"/>	• Log Book Entry / Mod. Rec. Book <input type="checkbox"/>	• A/C Status / Log Card Update <input type="checkbox"/>
• Spare Order List Completion <input type="checkbox"/>		• Defer Defect <input type="checkbox"/>	
Date (dd/mm/yyyy)	Signature & Stamp / Name	Date (dd/mm/yyyy)	Signature & Stamp / Name

INSTRUCTION FOR COMPLETING FORM HRSB-CAMO-MI REV.00

1. Job/Task/Maintenance payable by - To fill with correct paymaster. Get extra information if unsure
2. Remark/Justification - To fill necessary information in regards to AOC/CAMO/AMO statement and responsibility, for example:
1. HRSB CAMO is responsible to issue Maintenance Instruction(MI) and Job Card (JC) in accordance to latest maintenance data released by the time this MI is issued; 2. AMO shall make reference to this MI No. and JC No. in AMO work package if any. Additional job/defect other than specified in MI, must be notified to CAMO prior to rectification/defer defect and transcribe the task in Supplementary Work Sheet; 3. AMO must perform all works in accordance to latest approved data, and by qualified personnel/ approved LAE; 4. Parts used must be written in Parts Used List and accompanied by ARC, Serviceable Label and/or any equivalent documents; 5. Strip report, test report, parameter reading or any supporting data must be attached to work package if applicable; 6. AMO shall be responsible for any damage done on aircraft/component during maintenance; 7. Softcopy of completed Job Card prior to flight test shall be sent to CAMO for Permit to Fly application. Additional request for Permit to Fly must be informed to CAMO as soon as practicable; 8. Base Maintenance Release shall be issued by AMO according to approved AMP prior to aircraft return to service; 9. Completed original work package to HRSB CAMO within 3 days after aircraft return to service.
3. CAMO Maintenance Instruction No. - To fill in the running number of maintenance instruction issued to date
4. Effectivity - To fill in aircraft registration/component, serial number, aircraft type & engine type including associated job card number number
5. Summary of Instruction - To select applicable type of tasks and fill in all tasks to be done by AMO
6. Maintenance Data Originator - To fill with latest Maintenance Program/ Service Bulletin or Airworthiness Directives, Aircraft & Engine Maintenance Manual reference document number, revision and date used as source of reference for maintenance instruction
7. Work Package Issuance & Approval - Work Package issuance to be sign by CAMO Planner and Checked by CAMO Manager
8. Maintenance Contractor Acceptance of Instruction - To be signed by accountable AMO personnel as prove of acceptance for maintenance instruction issued
9. Inspection Commence Date - To fill date start of inspection
10. Inspection Completion Date - To fill date Release-to-Service
11. Job Card No. of Pages - To fill no. of completed Job Card pages by AMO
12. Supp. Worksheet No. of Pages - To fill no. of completed Supplementary Worksheet pages by AMO
13. Parts / Tools List No. of Pages - To fill no. of pages for Parts or Special Tools List used by AMO
14. Remarks - To fill any necessary remarks by AMO that require CAMO to note/action
15. Planner Closed - CAMO Planner to tick all boxes for completion then sign with date
16. Technical Record Closed - CAMO Technical Record to tick all boxes for completion then sign with date

1.2.9 Control of Critical Task

- 1.2.9.1 Critical tasks are tasks which have been shown by history to have the possibility of an error being made and repeated during the reassembly of aircraft components, especially when several identical components are to be fitted to more than one system on the same aircraft.
- 1.2.9.2 The requirement for 'critical task inspection' differs from the one for 'Independent Inspection'.
- 1.2.9.3 For critical tasks, if a critical task is to be performed during a maintenance check to more than one system, one qualified person shall perform the task on one system only. A different qualified person will perform the similar task on the other system.
- 1.2.9.4 The alternative method of compliance is, when only one person is available to carry out the similar task to more than one system, an additional stage for re-inspection shall be introduced and conducted by the same person. This re-inspection shall be recorded.
- 1.2.9.5 The AMO shall identified the critical task and has to documented in the Exposition/Department Manual.

MEETING ATTENDANCE FORM



MEETING	TOOLBOX MEETING
VENUE	MIAT HANGAR
DATE	1/12/2023.
TIME	0900

NO	NAME	COMPANY	DESIGNATION	SIGNATURE
1	M HUZAIRI	GALAXY	LAE	[Signature]
2	KAMAL ASYED	GAM	LAE	[Signature]
3	AMSYAK	GAM	TECH	[Signature]
4	JAUHAR	GAM	LAE	[Signature]
5	Amur	GAM	LAE	[Signature]
6	AIDW	GAM	TECH	[Signature]
7	FARISHA	GAM	TECH	[Signature]
8	AZRICA	GAM	LAE	[Signature]
9	NITA	GAM	LAE	[Signature]
10	HANIFF	GAM	TECH	[Signature]
11	SALVIL	GAM	SU	[Signature]
12	MUSTAFA Yusop	GAM	TECH	[Signature]
13	ICMAN	GAM	TECH	[Signature]
14	FIRDAUS	GAM	TECH	[Signature]
15	JAWI	GAM	RIK	[Signature]
16	AIMAN	GAM	TECH	[Signature]
17	Sahwade	GAM	TECH	[Signature]
18	HAFIY FITRI	GAM	TECH	[Signature]
19	JAY GANESHI	GAM	TECH	[Signature]
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