

MEMO

To : ALL GAM APMM AS365N3 Staff
Date : 12 JUN 2023
Reference : GAM-APMM/MEMO/AS366N3/23-1
Subject : ENGINEERING PRACTICE IN AIRCRAFT MAINTENANCE

Reference:

A. AUDIT REPORT NO: IAR-2022/038

1. Department AS 365N3 was undergone Internal Quality Audit on 15th May 2023. Three CAR's issued were in according as per Reference A. The NCR's were issued as below :

a) NCR 1 -It was discovered that the aircraft's cowling engine had been removed and was lying on the ground rather than being properly stored in a holding area.

Corrective Action : All MIS's has been reminded to ensure daily that all Ground Support Equipment have been labeled with Serviceable tag before it's can be used or to carried out any task at aircraft.

(TAMM REGULATION 5.5.4 PARA C. (7) AND (8))

b) NCR 2 - The tow bar on the aircraft and 2 x Fire Extinguisher were not labeled with a serviceable label.

Corrective Action : to ensure daily that all Ground Support Equipment have been labeled with Serviceable tag before it's can be used or to carried out any task at aircraft.

(EPM 2-02 PARA 3.5 ISSUE 1 REV 7, DATED 31 MARCH 2023)

- c) NCR 3 -Toolbox M was used during maintenance. However, it was found that Toolbox M details were not filled completely in Tool Control register on 15th May 2023.6.15

Corrective Action : All MIS's have been reminded to ensure that all new Tool received must be registered first in the Tool Control Register Form before can be used for aircraft maintenance activities.

(EPM 2-02 PARA 2.0, ISSUE 1 REV 7 DATED 31 MARCH 2023)

2. Related to the NCR's raised during the audit, All maintenance personnel are required to follow the procedure as stipulated in the Standard Manual (i.e MMP, EPM or OEM Manual) and to put extra awareness to ensure this mistakes will not repeated again in the future.
3. The personnel were acknowledged of the requirement at para 2 as in attachment A .
4. The briefing will endeavor our effort in order not to repeat the same erroneous practice towards TAMM Regulation in the future.

Thank you.



NURUL AZHAN B SALLEHUDDIN
Senior Maintenance Manager

