



NON-COMPLIANCE REQUEST

1. AUDIT REPORT NO.

IAR-2022/004

2. NCR NO.

05

PART I - FINDING SECTION

3. COMPANY: GALAXY AEROSPACE (M) SDN BHD

4. AUDIT DATE: 24 JANUARY 2022

5. LOCATION: GAM HQ

6. AREA/SECTION: 145 - STORE & LOGISTIC

7. AUDIT TYPE: INTERNAL / ~~SURVEILLANCE~~ / ~~VENDOR~~ / ~~PRODUCT~~ / ~~REGULATORY~~ / ~~CUSTOMER~~

8. REFERENCE:

PART 2-02 PARA 2.1 AND PART 3-08 OF GAM&™S EPM ISS 2 REV 0 DATED 31 OCT 2021

9. LEVEL OF FINDING:

- Level 1 - Require immediate actions
 Level 2 - Rectify within 14 days

10. DETAILS OF NON-COMPLIANCE:

Scrap items in the scrap area were not properly controlled & the expired chemical / POL items were stored with other parts in the uncontrolled environment where safety issue could be a concern.

a. Signature

b. Name of Auditor

Amira Zakaria

c. Date

14 February 2022

PART II - ROOT CAUSE(S) / CORRECTIVE & PREVENTIVE ACTION(S)

11. ROOT CAUSE(S):

- | | | |
|--|---|---|
| <input type="checkbox"/> No / Insufficient Manpower | <input type="checkbox"/> Facility | <input type="checkbox"/> Communication Issue |
| <input type="checkbox"/> No / Lack of Training | <input type="checkbox"/> No / Incomplete Records | <input checked="" type="checkbox"/> No / Inadequate Procedure |
| <input type="checkbox"/> No / Insufficient Tooling/Equipment | <input type="checkbox"/> No / Inadequate Maintenance Data | <input type="checkbox"/> Others (Specify): - |

12. CORRECTIVE ACTION(S):

The expired chemical items have been transferred to waste disposal area.

Target date:

13. PREVENTIVE ACTION(S):

Identify the item properly before place into scrap room.

Target date:

Auditee / Head of Dept (Name & Signature):

Reply Date:



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14. NCR REVIEW

The proposed corrective/preventive actions: **ACCEPTABLE** **NOT ACCEPTABLE** New NCR raised with Rev No. _____

If not acceptable, state reason for rejecting the corrective action:

Auditor (Name & Signature):

Review Date:

15. NCR FOLLOW-UP AND CLOSURE

Remarks:

Auditor (Name & Signature):

Follow-Up Date:

NCR Status: **CLOSED** **OPEN**

Closure Date:

16. NCR ACKNOWLEDGEMENT

Remarks:

Quality Assurance Manager (Name & Signature):

Date:

SCRAP PART REPORT

1. NO.	2. PART NUMBER	3. SERIAL NUMBER	4. DESCRIPTION	5. AIRCRAFT REG.	6. QTY.	7. REASON FOR SCRAP	8. SCRAP METHOD	9. SCRAP DATE
1	PR1428B2	N/A	SEALANT	N/A	1	Exp 30.12.2021	Transfer to	4.1.2022
2	P20 / 08194	N/A	EPOXY PRIMER	N/A	1	Exp 3.12.2021	Scheduled	8.12.2021
3	PR177ES	N/A	SEALANT	N/A	3	Exp 31.12.2021	Waste Bin	4.1.2022
4	A7M0 / 7947	N/A	HARDEN P	N/A	1	Exp 1.12.2021	air MAFS	1.12.2021
5	D148 PTFE	N/A	VARNISH KIT 1170KG	N/A	1	Exp 21.11.2021		8.12.2021
6	B3314	N/A	CROSS CHECK TO SEAL	N/A	2	Exp 4.2021		6.1.2022
7	CA1000	N/A	JOINTING COMPOUND	N/A	1	Exp 1.6.2021		6.1.2022
8	CA1010	N/A	CHROMATE 3 COMPOUND	N/A	1	Exp 1.6.2021		6.1.2022
9	EA934 NA	N/A	HYCOL : ADHESIVE	N/A	1	Exp 13.4.2021		6.1.2022
10	RTV 106	N/A	SILICON RUBBER ADHESIVE	N/A	1	Exp 19.12.2021		19.12.2021

Signature :	10. Raised by	11. MRB Approval	
		Engineering Department Representative	Warehouse and Logistic Manager
Name :	— Refer to Page 3/3 —		
Designation :			
Date :			

SCRAP PART REPORT

1. NO.	2. PART NUMBER	3. SERIAL NUMBER	4. DESCRIPTION	5. AIRCRAFT REG.	6. QTY.	7. REASON FOR SCRAP	8. SCRAP METHOD	9. SCRAP DATE
1	SCS 1202	N/A	SEALING COMPOUND	N/A	10	Exp 11.11.2021	/	3.11.2021
2	ROYLO	N/A	GREASE	N/A	1	Exp 20.12.2021	/	22.12.2021
3	EVERLUBE FERMA	N/A	SCUP FILM LUBRICANT	N/A	5	Exp 31.7.2021	Transfer to	11.10.2021
4	RTV 106 Ø	N/A	SILICONE RUBBER ADHESIVE	N/A	1	Exp 11.2.2021	Scheduled	11.10.2021
5	MC 780 B2	N/A	SEALENT	N/A	3	Exp 1.7.2021	Waste Bin	1.7.2021
6	CA 1010	N/A	SEALENT	N/A	1	Exp 30.6.2021	at MDT	11.10.2021
7	CASTROL BRAYCOTE B10	N/A	CASTROL BRAYCOTE B10	N/A	1	Exp 30.11.2021		8.12.2021
8	TECHNL 502 C	N/A	RUST PREVENTING COATING	N/A	1	Exp 20.2.2021	/	26.1.2022
9	EPIBOND C/B	N/A	EPIBOND Ø 543 C/B	N/A	1	Exp 1.4.2021	/	26.1.2022
10	VARNISH AKZONOBIL N/A	N/A	VARNISH	N/A	1	Exp 31.10.2021	/	26.1.2022

10. Raised by		11. MRB Approval	
Signature :	QA Department Representative	Engineering Department Representative	Warehouse and Logistic Manager
Name :	Refer to Page 2/3		
Designation :			
Date :			

SCRAP PART REPORT

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1.	N/A	N/A	PERNA BUK G	N/A	1	Exp 5.11.2021	Transfer to	26.1.2022
2.	PR1776S	N-A	FUEL TANK SEALANT	N/A	2 KIT	EXP 31.08.2021	Scheduled	31.8.2021
3.	PR1776S	N-A	FUEL TANK SEALANT	N/A	1 KIT	EXP 1.8.2021	Waste Bin	1.8.2021
4.	1838/A	N-A	SCOT WELD	N/A	1	EXP: 29.8.2021	cut metal	29.8.2021
5.	PR1861-102	N-A	ADHESION, 102	N/A	3	EXP 1.9.2021		

Signature :	10. Raised by	11. MRB Approval	Warehouse and Logistic Manager
		Engineering Department Representative	
	Name : MOHAMMAD SYAFI	QA Department Representative	
	Designation : STORE INSPECTOR	OMAR BIN AHMAD Quality Assurance Manager Galaxy Aerospace (M) Sdn. Bhd (1040282-D)	Engineering Department Representative
Date : 27.1.2022	27.01.2022	27/01/2022	27/Jan/2022

SCRAP PART REPORT

INSTRUCTION FOR COMPLETING GAM/E-060,

SCRAP PART REPORT

Item	Description
1	Enter line item(s).
2	Enter part number of part/article being scrapped.
3	Enter serial number of part/article (if applicable).
4	Enter description of part/article.
5	Enter aircraft registration number of part/articles was removed from.
6	Enter quantity of part/article.
7	Enter reason for scrap (Refer Scrap Label).
8	Enter reason for scrap method (inhouse/vendor).
9	Enter date of scrap (part/article has been decided to disposed off/mutilated).
10	Enter/print signature, name, designation, and date of the person raising the report.
11	Enter/print signature, name, designation, and date of the person approving the MRB decision. The person shall be the representative from the QA Department, Engineering Department and Warehouse and Logistic Manager.