

**Subject:** FW: CAAM AMO Audit Observation & Recommendation  
**Attachments:** List of observation Annual Audit AMO 2023 GAM (1).pdf; SMS Manual Issue 3 \_draft(App.1).pdf; Safety Manager Acceptance Letter(App.2).pdf; SPI & SPT\_draft(App.3).pdf; Training SMS(App.4).pdf; SAG & SCM Org Chart(App.5).pdf

Kind regards,

**Wan Izahan Zameree Ishak**

Safety & Health Manager

*for and on behalf of*

**GALAXY AEROSPACE (M) SDN BHD**

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**From:** izahan@galaxyaerospace.my <izahan@galaxyaerospace.my>  
**Sent:** Thursday, November 16, 2023 8:51 AM  
**To:** omar@galaxyaerospace.my  
**Cc:** 'QUALITY GAM' <quality@galaxyaerospace.my>; 'Nur Ain Solehah Md Lukmi' <solehah.galaxyaerospace@gmail.com>  
**Subject:** CAAM AMO Audit Observation & Recommendation

Dear Tn. Hj. Omar,

Please find the response on the above for your kind review.

1.SMS manual not yet to be approved.

SMS Manual Issue No. 3 will be submitted to CAAM by 1/12/2023 (Appendix 1).

2.SMS Manager not accepted yet.

SMS Manager has been accepted by CAAM on 4/10/2023 (Appendix 2).

3.Some SPI and SPT require amendments include concession/dispensation part of SPI also.

The SPI and SPT has been submitted on 14/3/2023 for CAAM feedback. GAM also discussed with PMI on 6/9/2023 and will be submitted as part of SMS Manual Issue No. 3 to CAAM for their feedback and acceptance by 1/12/2023 (Appendix 3).

4.Unable to show dedicated SMS training plan follow dedicated responsibility function.

The dedicated training and responsibility will be updated in SMS Manual (Appendix 4).

5.Unable to identify member of SRB and SAG from the current manual.

The SRB & SAG members will be updated accordingly in SMS Manual that will be submitted to CAAM by 1/12/2023(App.5).

Thank you and sorry for any inconvenience caused.

Kind regards,

**Wan Izahan Zameree Ishak**

Safety & Health Manager

*for and on behalf of*