	ROSTER OF SUPERVISORY AND CERTIFYING PERSONNEL	ISSUE NO	
GalaxyAerospace Airworthiness Expert		ISSUE DATE	

MANAGEMENT / SUPERVISOR / INSPECTOR						
NO	JOB CATEGORY	NAME	EMP ID	EMPLOYMENT SCOPE	APPROVAL NO & STAMP SPECIMEN	FAA MECHANIC / REPAIRMAN LICENSE

PREPARED BY	APPROVED BY
Name & Signature	Name & Signature
Date:	Date:

DOCUMENT HISTORY

ISSUE NO	ISSUE DATE	REMARKS

Legends
1. MGT – Management
2. SUP – Supervisor
3. INS – Inspector

GAM/Q-053 Rev 3 (04/24)

Instruction for Completing Roster of Supervisory and Certifying Personnel (GAM/Q-053):

Issue No	Insert issue number for roster with the following format: FAA/ROSTER/YY-XX, where YY indicates year and XX is the running issue number, in sequence. Example: 01, 02, 03 etc. Example: FAA/ROSTER/23-01
Issue Date	Insert the date of roster being issued/revised.
No	Insert running number of personnel, in sequence. i.e : 1, 2, 3, 4 etc.
Job Category	Insert Job category for each supervisory and certifying roster as follows: MGT – Management SUP – Supervisor INS – Inspector
Name	Insert the name of management, supervisor, or inspector personnel
EMP ID	Insert corresponding management, supervisor, or inspector personnel staff no.
Employment Scope	Insert employment scope for each management, supervisor, or inspector personnel.
Approval No & Stamp Specimen	Insert approval number for each personnel and stamp specimen, where applicable
Mechanic / Repairman License	Insert Mechanic / Repairman License reference, where applicable
Prepared by	Insert the applicable name, signature and date of who prepares the document.
Approved by	Insert the applicable name, signature and date of Quality Assurance Manager or his designee who approves the document.
Document History	
Issue No	Insert issue number for roster with the following format: FAA/ROSTER/YY-XX, where YY indicates year and XX is the running issue number, in sequence. Example: 01, 02, 03 etc. Example: FAA/ROSTER/23-01
Issue Date	Insert the date of roster being issued/revised.
Remarks	Describe reason of revision/changes.

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