

 <b>Galaxy Aerospace</b> <small>maintenance . repair . overhaul</small>	<b>Continuing Airworthiness Notice (CAN)</b>	
	<b>CAN No. / Rev No.</b>	<b>CAN 07 / R0</b>
	<b>Date</b>	<b>27-Jan-2021</b>

**To** : GAM CAMO Personnel  
**CC** : GAM Accountability Manager, GAM Quality Assurance Manager  
**From** : Continuing Airworthiness Management Manager (CAMM), GAM  
**Subject** : **GAM CAMO VARIATION APPROVAL CHECKLIST**

## 1. REFERENCE

- a. CAAM Airworthiness Notice (AN) 6101 Issue 2 dated 18 July 2019 or later approved revisions.
- b. CAAM Airworthiness Notice (AN) 6102 Issue 2 dated 18 July 2019 or later approved revisions.
- c. GAM Continuing Airworthiness Management Exposition (CAME) GAM/CAAM/CAME Issue 2 Revision 5 dated 21 December 2020 or later approved revisions.
- d. GAM Continuing Airworthiness Management Procedure (CAMP) GAM/CAMO/CAMP Issue 1 Revision 2 dated 24 December 2020 or later approved revisions.

## 2. APPLICABILITY

- a. GAM CAMO Variation Application

## 3. INTRODUCTION

- a. The purpose of the CAMO Variation Approval Checklist is to assist owners / operators with a view to ensuring that CAMO Variation application submitted to the Civil Aviation Authority of Malaysia (CAAM) for approval are standardised and include all items that are required by AN 6101 and AN 6102.
- b. This notice is raised to introduce the GAM CAMO Variation Approval Checklist (Form No: GAM/CAMO-035) for all new aircraft type induction into GAM CAMO. This form will be integrated in the upcoming revision of Continuing Airworthiness Management Procedure (CAMP).

## 4. REQUIREMENT

- a. All new aircraft type induction into GAM CAMO shall follows the checklist provided in the CAMO Variation Approval Checklist (Form No: GAM/CAMO-035). Refer attached.
- b. Deputy CAMM will monitor and prepare the checklist compliance and will be verified by CAMM
- c. The completed form shall be kept for archive and records.

Please be advised and adhere to the requirement.




Zaty Nadhira Binti Mohamed Zuhari  
 Continuing Airworthiness Management Manager

## CAMO VARIATION APPROVAL CHECKLIST



The purpose of the CAMO Variation Approval Checklist is to assist owners / operators with a view to ensuring that CAMO Variation application submitted to the Civil Aviation Authority of Malaysia (CAAM) for approval are standardised and include all items that are required by AN 6101 and AN 6102.

<b>CAMO approval number</b> :	
<b>Owner/Operator's Name</b> :	
<b>Aircraft Type</b> :	
<b>Aircraft MSN</b> :	

1	Management of Change	Compliance		Remarks
		Yes	No	
1.1	Raise MOC	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Approved by 2 <sup>nd</sup> Level (AM)	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	Updated Safety Section	<input type="checkbox"/>	<input type="checkbox"/>	
1.4	Reviewed by Quality Assurance Department	<input type="checkbox"/>	<input type="checkbox"/>	
1.5	Implementation Review	<input type="checkbox"/>	<input type="checkbox"/>	

2	Contract	Compliance		Remarks
		Yes	No	
2.1	Letter of Intent	<input type="checkbox"/>	<input type="checkbox"/>	
2.2	Appointment Letter	<input type="checkbox"/>	<input type="checkbox"/>	
2.3	CAMO Contract	<input type="checkbox"/>	<input type="checkbox"/>	
2.4	AMO Contract	<input type="checkbox"/>	<input type="checkbox"/>	

3	Publications	Compliance		Remarks
		Yes	No	
3.1	Airframe	<input type="checkbox"/>	<input type="checkbox"/>	
3.2	Engine	<input type="checkbox"/>	<input type="checkbox"/>	
3.3	Propeller	<input type="checkbox"/>	<input type="checkbox"/>	
3.4	APU	<input type="checkbox"/>	<input type="checkbox"/>	
3.5	Components / Others	<input type="checkbox"/>	<input type="checkbox"/>	
3.6	Distribution	<input type="checkbox"/>	<input type="checkbox"/>	
3.7	Master List	<input type="checkbox"/>	<input type="checkbox"/>	
3.8	RFM / POH Declaration	<input type="checkbox"/>	<input type="checkbox"/>	
3.9	RFM / POH Supplement Applicability	<input type="checkbox"/>	<input type="checkbox"/>	

## CAMO VARIATION APPROVAL CHECKLIST

4	Records	Compliance		Remarks
		Yes	No	
4.1	Aircraft Record Access	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Airframe Logbook	<input type="checkbox"/>	<input type="checkbox"/>	
4.3	Engine Logbook	<input type="checkbox"/>	<input type="checkbox"/>	
4.4	Propeller Logbook	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	Maintenance Workpack / Worksheet	<input type="checkbox"/>	<input type="checkbox"/>	
4.6	Modification Record Book	<input type="checkbox"/>	<input type="checkbox"/>	
4.7	Aircraft Journey Log	<input type="checkbox"/>	<input type="checkbox"/>	
4.8	Certificate File	<input type="checkbox"/>	<input type="checkbox"/>	

5	Planning (AERONET)	Compliance		Remarks
		Yes	No	
5.1	Aircraft / Component Status List	<input type="checkbox"/>	<input type="checkbox"/>	
5.2	Inspection	<input type="checkbox"/>	<input type="checkbox"/>	
5.3	Components	<input type="checkbox"/>	<input type="checkbox"/>	
5.4	Airworthiness Directives	<input type="checkbox"/>	<input type="checkbox"/>	
5.5	Service Bulletins	<input type="checkbox"/>	<input type="checkbox"/>	

6	Technical Services	Compliance		Remarks
		Yes	No	
6.1	Used Aircraft Report preparation	<input type="checkbox"/>	<input type="checkbox"/>	
6.2	Weight and Balance Conversion	<input type="checkbox"/>	<input type="checkbox"/>	
6.3	Identification Data Plate	<input type="checkbox"/>	<input type="checkbox"/>	
6.4	Nationality and Registration Marking	<input type="checkbox"/>	<input type="checkbox"/>	
6.5	Bilingual Placards	<input type="checkbox"/>	<input type="checkbox"/>	
6.6	Airworthiness Flight Test Schedule	<input type="checkbox"/>	<input type="checkbox"/>	
6.7	Maintenance Flight Test Schedule	<input type="checkbox"/>	<input type="checkbox"/>	

7	Technical Instruction Compliance (Airframe AD and Engine AD)	Compliance		Remarks
		Yes	No	
7.1	TIC issuance	<input type="checkbox"/>	<input type="checkbox"/>	
7.2	TIC sentencing	<input type="checkbox"/>	<input type="checkbox"/>	
7.3	TIC verification	<input type="checkbox"/>	<input type="checkbox"/>	
7.4	TIC action	<input type="checkbox"/>	<input type="checkbox"/>	

## CAMO VARIATION APPROVAL CHECKLIST

7	Technical Instruction Compliance (Airframe AD and Engine AD)	Compliance		Remarks
		Yes	No	
7.5	TIC compliance verification	<input type="checkbox"/>	<input type="checkbox"/>	
7.6	TIC filing	<input type="checkbox"/>	<input type="checkbox"/>	

8	Continuing Airworthiness Management Exposition	Compliance		Remarks
		Yes	No	
8.1	CAME Amendment	<input type="checkbox"/>	<input type="checkbox"/>	
8.2	CAME Review	<input type="checkbox"/>	<input type="checkbox"/>	

9	Aircraft Maintenance Programme	Compliance		Remarks
		Yes	No	
9.1	Operator's Current Approved AMP	<input type="checkbox"/>	<input type="checkbox"/>	
9.2	Preparation	<input type="checkbox"/>	<input type="checkbox"/>	
9.3	Internal Review	<input type="checkbox"/>	<input type="checkbox"/>	
9.4	Operator Review	<input type="checkbox"/>	<input type="checkbox"/>	
9.5	Amendment	<input type="checkbox"/>	<input type="checkbox"/>	

10	Minimum Equipment List	Compliance		Remarks
		Yes	No	
10.1	Preparation	<input type="checkbox"/>	<input type="checkbox"/>	
10.2	Internal Review	<input type="checkbox"/>	<input type="checkbox"/>	
10.3	Operator Review	<input type="checkbox"/>	<input type="checkbox"/>	
10.4	Amendment	<input type="checkbox"/>	<input type="checkbox"/>	

11	Aircraft Journey Log	Compliance		Remarks
		Yes	No	
11.1	Preparation	<input type="checkbox"/>	<input type="checkbox"/>	
11.2	Internal Review	<input type="checkbox"/>	<input type="checkbox"/>	
11.3	Operator Review	<input type="checkbox"/>	<input type="checkbox"/>	
11.4	Amendment	<input type="checkbox"/>	<input type="checkbox"/>	

12	Manpower Resources	Compliance		Remarks
		Yes	No	
12.1	Quality Assurance Personnel	<input type="checkbox"/>	<input type="checkbox"/>	
12.2	Airworthiness Review Staff Personnel	<input type="checkbox"/>	<input type="checkbox"/>	

## CAMO VARIATION APPROVAL CHECKLIST

12	Manpower Resources	Compliance		Remarks
		Yes	No	
12.3	Technical Services Personnel	<input type="checkbox"/>	<input type="checkbox"/>	
12.4	Maintenance Planning Personnel	<input type="checkbox"/>	<input type="checkbox"/>	
12.5	Technical Record Personnel	<input type="checkbox"/>	<input type="checkbox"/>	
12.6	Technical Publication Personnel	<input type="checkbox"/>	<input type="checkbox"/>	

13	Training	Compliance		Remarks
		Yes	No	
13.1	Initial Training	<input type="checkbox"/>	<input type="checkbox"/>	
13.2	Continuation Training	<input type="checkbox"/>	<input type="checkbox"/>	
13.3	Aircraft General Familiarisation	<input type="checkbox"/>	<input type="checkbox"/>	
13.4	Course Syllabus Approval*	<input type="checkbox"/>	<input type="checkbox"/>	
13.5	Instructor Approval*	<input type="checkbox"/>	<input type="checkbox"/>	
13.6	Additional Training (depending on the complexity of aircraft)	<input type="checkbox"/>	<input type="checkbox"/>	

14	Quality Assurance	Compliance		Remarks
		Yes	No	
14.1	QA Internal Audit	<input type="checkbox"/>	<input type="checkbox"/>	
14.2	Audit Report / Finding	<input type="checkbox"/>	<input type="checkbox"/>	
14.3	Audit Finding Closed	<input type="checkbox"/>	<input type="checkbox"/>	

15	Airworthiness Review Staff	Compliance		Remarks
		Yes	No	
15.1	Airworthiness Review Report	<input type="checkbox"/>	<input type="checkbox"/>	
15.2	Physical Survey Report	<input type="checkbox"/>	<input type="checkbox"/>	
15.3	Permit to Fly	<input type="checkbox"/>	<input type="checkbox"/>	

16	CAAM Application Submission	Compliance		Remarks
		Yes	No	
16.1	CAMO Variation Approval	<input type="checkbox"/>	<input type="checkbox"/>	
16.2	Nomination of Airworthiness Review Staff	<input type="checkbox"/>	<input type="checkbox"/>	
16.3	Approval of CAME Amendment	<input type="checkbox"/>	<input type="checkbox"/>	
16.4	Approval of Aircraft Maintenance Programme	<input type="checkbox"/>	<input type="checkbox"/>	
16.5	Approval of Minimum Equipment List	<input type="checkbox"/>	<input type="checkbox"/>	

**CAMO VARIATION APPROVAL CHECKLIST**



16	CAAM Application Submission	Compliance		Remarks
		Yes	No	
16.6	Approval of Aircraft Journey Log	<input type="checkbox"/>	<input type="checkbox"/>	
16.7	Reservation of Registration Marking	<input type="checkbox"/>	<input type="checkbox"/>	
16.8	Allocation of Transponder Code	<input type="checkbox"/>	<input type="checkbox"/>	
16.9	Issuance of Certificate of Registration	<input type="checkbox"/>	<input type="checkbox"/>	
16.10	406MHz Distress Beacon Registration	<input type="checkbox"/>	<input type="checkbox"/>	
16.11	Issuance of Apparatus Assignment	<input type="checkbox"/>	<input type="checkbox"/>	
16.12	Approval of Airworthiness Flight Test Schedule	<input type="checkbox"/>	<input type="checkbox"/>	
16.13	Issuance of Certificate of Airworthiness	<input type="checkbox"/>	<input type="checkbox"/>	
16.14	Issuance of Noise Certificate	<input type="checkbox"/>	<input type="checkbox"/>	

17	Documents to be carried on board	Compliance		Remarks
		Yes	No	
17.1	Aircraft Flight Manual, or equivalent documents	<input type="checkbox"/>	<input type="checkbox"/>	
17.2	Original Certificate of Registration	<input type="checkbox"/>	<input type="checkbox"/>	
17.3	Original Certificate of Airworthiness	<input type="checkbox"/>	<input type="checkbox"/>	
17.4	Noise Certificate	<input type="checkbox"/>	<input type="checkbox"/>	
17.5	Original aircraft radio license	<input type="checkbox"/>	<input type="checkbox"/>	
17.6	Insurance Certificate	<input type="checkbox"/>	<input type="checkbox"/>	
17.7	Aircraft Journey Log	<input type="checkbox"/>	<input type="checkbox"/>	
17.8	Minimum Equipment List	<input type="checkbox"/>	<input type="checkbox"/>	
17.9	Mass and Balance Documentation	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Prepared by</b>		<b>Verified by</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Date</b>		<b>Date</b>	