

 Galaxy Aerospace maintenance . repair . overhaul	Continuing Airworthiness Notice (CAN)	
	CAN No. / Rev No.	CAN 18 / R0
	Date	25-Sep-2019

TO : GAM Head of Design Organisation, GAM Quality Assurance Manager (QAM),
GAM Engineering Manager, GAM Safety Manager,

CC : GAM Accountable Manager (AM)

FROM : GAM Continuing Airworthiness Management (CAM) Manager

SUBJECT : Occurrences Reporting to Civil Aviation Authority of Malaysia (CAAM)

1. REFERENCE

- a. Civil Aviation Regulation (CAR) 2016
- b. Airworthiness Notice (AN) 11
- c. Airworthiness Guidance (AG) 8503

2. APPLICABILITY

All personnel under GAM

3. INTRODUCTION

With reference to CAR 2016 Regulation 165, "reportable occurrence" means:

- a. *An incident relating to an aircraft or any defect in or malfunctioning of an aircraft or any part or equipment of the aircraft, being an incident, malfunctioning or defect endangering or which if not corrected would endanger the aircraft, its occupants or any other person; or*
- b. *Any defect in or malfunctioning of any facility on the ground used or intended to be used for purposes of or in connection with the operation of an aircraft, being a defect or malfunctioning endangering, or which if not corrected would endanger the aircraft or its occupants.*

A report shall be made to the authority for any identified condition of an aircraft or component that endangers flight safety. Reports shall be made in accordance with AG 8503 and contain all pertinent information about the condition known to the person.

4. REQUIREMENT

All reporting (ISDR, airworthiness related MOR and DIR) shall be made within 48 hours of the person identifying the condition to which the report relates through form CAAM/AW/8503-01 by emailing to isdr@caam.gov.my and submission of the hardcopies to the organisation respective CAAM primary inspector. Kindly refer attached email from CAAM.

Please be informed and disseminate info to all your subordinates.

 

Zaty Nadhira Binti Mohamed Zuhari
Continuing Airworthiness Management Manager

9/25/2019

Gmail - FW: ISDR email Address.



Zaty Nadhira Mohamed Zuhari <zatynadhira.gam@gmail.com>

FW: ISDR email Address.

Ahmad Ferdouce Pasha Bin Ahmad Anwar <ferdouce@caam.gov.my>
To: ZATY NADHIRA MOHAMED ZUHARI <zaty@galaxyaerospace.my>
Cc: Saharuddin Bin Shamsuddin <sahar@caam.gov.my>

Wed, Sep 25, 2019 at 7:54 AM

Dear CAMO /AMO/Operator

Please refer to below email and action accordingly. The policy shall be made available in the exposition / controlled documents for each organisation.

Regards

Ahmad Ferdouce Pasha

CAAM Airworthiness

From: Saharuddin Bin Shamsuddin <sahar@caam.gov.my>
Sent: Tuesday, 24 September, 2019 4:57 PM
To: Pemeriksa Kapal Terbang <pkt@caam.gov.my>
Cc: Collin Joshua Melling <collin@caam.gov.my>; Abdul Razak Bin Abdul Malik <razak@caam.gov.my>; Adzlim Bin Sam <adzlim@caam.gov.my>; Noor Rashidah Binti Abdul Rashid <rashidah@caam.gov.my>; PSH SAW <psh_saw@caam.gov.my>
Subject: ISDR email Address.

Dear all,

CAAM has developed an email address for the submission of ISDR, airworthiness related MOR and DIR electronically.

The email address is isdr@caam.gov.my

All PMI are required to advise their Approved Organisations to submit all **ISDR, airworthiness related MOR and DIR** to this address with immediate effect. Hardcopies are to be submitted as usual.

Thank you.

Regards,

Saharuddin Shamsuddin

Airworthiness Division

Civil Aviation Authority Malaysia.



CIVIL AVIATION AUTHORITY MALAYSIA

IN SERVICE DIFFICULTY REPORT (ISDR)

Submitter Information	
Date of Occurrence	Click or tap to enter a date.
Aircraft Registration	
Submitter Type	Choose an item.
Organisation Approval / AML Number	

Additional Info	
If Submitter Type is CAMO	Choose an item.
If Submitter Type is AMO (Part 145/ Part M Subpart F)/ AML Holder	Choose an item.
If Submitter Type is POA	Choose an item.

Major Equipment Identity

Aircraft Details			
Manufacturer			
Model			
Serial Number	Total Time (Hours)	Total Cycles	

Engine Details			
Manufacturer			
Model			
Serial Number	Total Time (Hours)	Total Cycles	

Propeller Details			
Manufacturer			
Model			
Serial Number	Total Time (Hours)	Total Cycles	

Problem Description

ISDR Information	
ATA Code	Choose an item.
Sub ATA Code	
How Discovered	Choose an item.
Nature of Condition	Choose an item.
Precautionary Procedures	Choose an item.

Supporting Document Details	
Type of Document	<input type="checkbox"/> Hardcopy <input type="checkbox"/> Softcopy
Document Name	
Document Reference Number	

Specific Part or Structure Causing Difficulty	
Part Name	
Part No.	
Part Condition	
Time Since (Hours)	Overhaul/ Repair/ Inspection
Manufacturer's Name	
Serial No.	
Part Detect Location	Choose an item.
*If Other Location	
Total Time (Hours)	
Total Cycles	

Component Assembly That Includes Defective Part	
Component Name	
Part No.	
Model Number	
Time Since (Hours)	Overhaul/ Repair/ Inspection
Manufacturer's Name	
Serial No.	
Location	
Total Time (Hours)	
Total Cycles	

Declaration	
<input type="checkbox"/> I hereby declare that all the particulars given above are true and correct	
Applicant's Name	
Contact Number	
Email Address	

Note: This report must be submitted to individual organisation's primary inspector through email and fax (+603-8871 4069).