

**TO** : GAM CAMO Personnel  
**CC** : GAM Accountable Manager (AM), GAM Quality Assurance Manager (QAM)  
**FROM** : Continuing Airworthiness Management (CAM) Manager, GAM  
**SUBJECT** : Continuing Airworthiness Management Procedure (CAMP) Issue 1 Revision 3

## 1. REFERENCE

a) GAM/CAMO/CAMP Issue 1 Revision 3 Dated 02 February 2021


## 2. APPLICABILITY

a) All personnel under GAM CAMO

## 3. INTRODUCTION

- a) A new issue of CAMP ref. GAM/CAMO/CAMP Issue 1 Revision 3 Dated 02 February 2021 has been issued and approved by Quality Assurance Manager on 24 March 2021.
- b) The CAMP has been issued to reflect the following changes:

NO	CAMP PART/CHAPTER	CHANGES/REMARKS
1	Chapter 0.4 – Description of the Organisation	a) Update CAMO additional location at PGU Subang. b) Update GAM CAMO scope of approval and its AMP reference.
2	Chapter 0.5.5 – Deputy CAMM	a) Amended CAME Reference. b) deleted task for monitoring of fess for permit to fly issuance by GAM.
3	Chapter 0.6 – Manpower Management	a) Updated total man hours available per year.
4	Chapter 0.7 – Training Requirement	a) Updated table and formatting
5	Chapter 0.8 – Competency Assessment	a) Updated assessment interval every two years.
6	Chapter 1.4 – Publication Register	a) Revised Publication Register procedure to include AD reverification and re-evaluation for every aircraft inducted into GAM-CAMO.
7	Chapter 1.5.1 – Internal Publications	a) Included type of internal publications (CAME, CAMP, CAN).
8	Chapter 1.5.2 – External Publications	a) Introduce task to monitor biweekly AD issued by EASA and FAA.
9	Chapter 1.6 – Publication Master List	a) Updated procedure to include vertical bar for changes in Master List.
10	Chapter 2.6 – Maintenance Records Updating Chapter 2.6 – Maintenance Records Updating	a) Inserted period for record updating no later than 30 days from maintenance completion.
11	Chapter 2.6.2 – Log Book Entry	a) Inserted Chapter 2.6.2.4 Propeller Log Book
12	Chapter 2.6.4 – Modification Record Book (MRB)	a) Included Notices 8301 and 7201 as part of MRB.

 Galaxy Aerospace maintenance . repair . overhaul	<b>Continuing Airworthiness Notice (CAN)</b>	
	<b>CAN No. / Rev No.</b>	<b>CAN 24 / R0</b>
	<b>Date</b>	<b>25-Mar-2021</b>

NO	CAMP PART/CHAPTER	CHANGES/REMARKS
		b) Updated procedure for AD and SB status report generated from AERONET.
13	Chapter 2.7 – Maintenance Records Filing, Retention and Archiving	a) Included period to retain AJL for at least 36 months after the date of the last entry.
14	Chapter 3.4 – Aircraft Register	a) Revised Aircraft Register procedure to include LLP and AD status report verification for every aircraft inducted into GAM-CAMO.
15	Chapter 3.5 – Aircraft Monitoring	a) Revised Aircraft Monitoring procedure to include requirement to monitor AMP Temporary Revision in AERONET
16	Chapter 3.9 – Work Order Issuance	a) Revised Work Order Issuance procedures to include requirements for complex maintenance task.
17	Chapter 4.4.1 – AMP Development	a) Updated procedure for requirement of minutes of meeting on AMP review.
18	Chapter 4.6 – Technical Instruction Compliance	a) Revised Technical Instruction Compliance procedures to include requirements to enter and monitor AMP Temporary Revision in AERONET.
19	Chapter 4.11 – Technical Note	a) Assigned form number GAM/CAMO-036 for technical note
20	Chapter 5.11 – Permit to Fly (PTF) Issuance	a) Included procedure for monthly reporting to CAAM on PTF issuance.
21	Chapter 6.1 – List of Forms	a) Register and update CAMO forms.
22	Chapter 6.2 – List of Approved Limited Scope of Maintenance Activities	a) Revised and updated list of maintenance flight test for aircraft type EC120B and B300.

#### 4. REQUIREMENT

- a) CAME ref. GAM/CAMO/CAMP Issue 1 Revision 2 Date 24 Dec 2020 is now permanently withdrawn from use.
- b) All CAMO personnel shall refer to CAMP ref. GAM/CAMO/CAMP Issue 1 Revision Issue 3 for compliance with the latest procedure within GAM CAMO.

Kindly be informed.




Zaty Nadhira Binti Mohamed Zuhari  
Continuing Airworthiness Management Manager