

To : GAM CAMO Personnel
CC : GAM Accountable Manager, GAM Quality Assurance Manager
From : Continuing Airworthiness Management (CAM) Manager
Subject : Revised CAMP Part 2.5 Procedure on Maintenance Record Acceptance and Work Package Review

1. REFERENCE

- a. GAM/CAAM/CAME Issue 2 Revision 5 Date 21 December 2020 or later approved revision.
- b. GAM/CAMO/CAMP Issue 1 Revision 3 Date 02 February 2021 or later approved revision.

2. APPLICABILITY

- a. All aircraft managed by GAM CAMO

3. INTRODUCTION

- a. Current procedure as stated in CAMP Part 2.5 requires CAMO Planner to review and verify the workpack upon maintenance completion before acceptance and Technical Record to re-verify afterwards before updating the maintenance record.
- b. This notice is raised to revise the above procedures for maintenance record acceptance and work package review to be verified by CAMO Planner only as to reduce the redundancy and avoid negligence of thorough workpack checking due to current re-verification process.
- c. The compliance to this procedure shall be effective immediately and shall be integrated into the upcoming revision of CAMP.

4. REQUIREMENT

- a. Upon completion of maintenance by the Part 145, CAMO Planner shall review and verify the work package before acceptance.
- b. CAMO Planner shall ensure that the completed work package shall consist of:
 - i. The work pack and worksheet properly filled, signed, stamp and dated by AMO as per CAN 01 latest revision.
 - ii. A minimum of serviceable tag (ARC/CoC for any components/parts installation).
 - iii. Parts report for all component replacement that have been properly filled, signed and stamped as per CAN 01 latest revision.
 - iv. Log cards for hard time component installation available and properly filled.
 - v. Test reports such as borescope inspection, battery servicing, maintenance flight test reports, etc.
 - vi. AJL copies for ground run performed.

- vii. BMRC for base scheduled maintenance and all inspection including unscheduled maintenance that had been carried out during the time.
- c. CAMO Planner shall also check for the completed work packs for any outstanding task due to deferred work, spares availability or any other requirements.
- d. CAMO Planner shall raise additional work orders or instructions to the contracted Part 145 organisation where any inspection tasks are not completed and not in full compliance with the regulations.
- e. All completed work package received and reviewed are signed for acceptance by the CAMO Planner and updated for maintenance completion in the CAMS system (AERONET).

Kindly be informed and adhere to the requirement.



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Continuing Airworthiness Management Manager