

TRAINING NEEDS ASSESSMENT MATRIX

REF. NO	GAM/TNA/2024-04
DATE	18-Sep-24

TRAINING TOPICS	JOB FUNCTIONS																												REMARKS					
	ACCOUNTABLE MANAGER	QUALITY ASSURANCE MANAGER	QUALITY AUDITOR	QUALITY ASSURANCE PERSONNEL	ENG. MGR / DEPUTY	CHIEF ENGINEER (CE)	ENGINEERING CONTROLLER / DEPUTY	ENGINEER-IN-CHARGE (EIC)	CERTIFYING STAFF / INSPECTOR	WORKSHOP-IN-CHARGE/SUPERVISOR	CERTIFYING STAFF (WORKSHOP)	W/SHOP TECHNICIAN	CERTIFYING STAFF (CALIBRATION)	PROJECT ENGINEER	STORE INSPECTOR	A/C TECHNICIAN	PRODUCTION PLANNER & CONTROLLER (PPC) / SUPERVISOR	TOOLS STORE SUPERVISOR / PERSONNEL	SUPPLY CHAIN CONTROLLER	PROCUREMENT PERSONNEL	LOGISTICS PERSONNEL	GSE SUPERVISOR / PERSONNEL	CONTINUING AIRWORTHINESS MANAGER / DEPUTY	WEIGHING ENGINEER	AIRWORTHINESS REVIEW STAFF (ARS)	CAMO PLANNER	TECHNICAL SERVICE ENGINEER	TECHNICAL RECORD	TECHNICAL PUBLICATION	INITIAL	RECURRENT			
New Employee Orientation/Induction Briefing	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	YES	
CAAM Maintenance Organisation Exposition (MOE) / Engineering Procedure Manual (EPM)	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M											YES	YES
CAAM Continuing Airworthiness Management Exposition (CAME)	M	M	M	M	O	O	O	O	O	O	O												M	M	M	M	M	M	M	M	YES	YES		
FAA Repair Station Quality Control Manual (RSQCM)	M	M	M	M	M	M	M	M	M	M	O	O	O	M	O	M	O	M	O	O	O	O										YES	YES	
CAAM Air Legislation	M	M	M	M	M	M	O	M	M	M	M	O	M	O	O	O	O	O	O	O	O	O	M*	M*	M*	M*	M*	M*	M*	M*	YES	YES*		
CAAM Part145 - Maintenance Organisation	M	M	M	M	M	M	M	O	M	O	O	O	O	O	O	O	O	O	O	O	O	O										YES		
CAAM Part M - Continuing Airworthiness Management	M	M	M	M	O	O				O													M	M	M	M	M	M	M	M	YES			
CFR Part 145 Repair Station	M	M	M	M	M	M	M	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O										YES		
CFR Part 43 Awareness	O	M	M	O	M	M	M	M	M	M	M	O	O	O	O	O	O	O	O	O	O	O										YES	YES	
Workshop Management Procedure (WMP)	O	O	O	O	M	M	M	O	O	M	M	M	M	M	O	O	M	O	O	O	O	O										YES	YES	
Quality Procedure Manual (QPM)	O	M	M	M	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O										YES	YES	
Continuing Airworthiness Management Procedure (CAMP)	O	M	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	M	M	M	M	M	M	M	M	YES	YES		
Mass & Balance Program Training	O	O	O	O	O	O	O	O	O														O	M	O	O	O	O	O	O	YES			
Mass & Balance Program (MBP) - Manual	O	M	O	O				O	O														M	M	M	M	M	M	O	YES	YES			
Mass & Balance Program (MBP) - Procedure	O	M	O	O				O	O														M	M	M	M	M	M	O	YES	YES			
Human Factor	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	YES	YES		
Safety Management System (SMS)	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M*	M	M	M	M	M	M	M	M	YES	YES*		
Fuel Tank Safety	O	O	O	O				M*	M*		O					O															YES	YES*		
Electrical Wiring Interconnected System (EWIS)	O	O	O	O				M*	M*		O					O															YES	YES		
Electrostatic Sensitive Device (ESD)	O	O	O	O				O	O	M	M	M	O		M	O															YES			
Dangerous Goods / Hazmat	O	O	O	O				O	M	O	O	O	O		M	O				M	O	M									YES			
Aircraft / Component Type Training	O	O	O	O				O	M	O	M	O				O															YES			

Legends:
M - Mandatory Training O - Optional Training * Require recurrent training

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Aeronet System	O	O	O	O	O	O	M	M	M	M	M	O	O	M	M	O	M	O	M	M	M	O	M	M	M	M	M	M	M	M	YES	
Audit Technique/Lead Auditor Course	O	M	M	O	O	O	O	O																							YES	
Root Cause Analysis	O	M	O	O	M	O	O	O	O	O	O												M								YES	
Aircraft Incident Investigation	O	M	O	O	M	O	O	O	O														M								YES	
Production Planning and Control Training	O	O	O	O	O	O	M	O	O	O	O						M														YES	
AMP Development	O	O			O	O	O	O	O														M	O	O	O	M	O	O		YES	
Reliability Programme	O	O	O	O	O	O	O	O	O								O			O			M	O	O	O	M	O	O		YES	
MEL Development	O	O																					M	O	O	O	M	O	O		YES	
Aircraft Planning System	O	O																					M	O	O	M	O	O	O		YES	
Aircraft Record System	O	O																					M	O	O	O	O	M	O		YES	
ISO/EC 17025 - Calibration Technique	O	O	O	O	O	O	O	O	O	M	O	O	M		O	O	O	O	O	O		O									YES	
ISO/EC 17025 - Quality Management System	O	M	O	O	O	O	O	O	O	M	O		O		O	O	O	O	O	O		O									YES	

PREPARED BY	VERIFIED BY		APPROVED BY
	ENGINEERING	CONTINUING AIRWORTHINESS	
Signature :  Name : FARAH NABILAH MOHD SAHADAN Quality Assurance Executive Galaxy Aerospace (M) Sdn. Bhd. Date : 18 SEP 2024	Signature :  Name : AFRUL YAMANI BIN SAFRUDDIN Engineering Manager Galaxy Aerospace (M) Sdn Bhd (1040262-D) Date : 18/09/2024	Signature :  Name : ZATY NADHIRA BINTI MOHAMED ZUHAIRI Continuing Airworthiness Management Manager Galaxy Aerospace (M) Sdn Bhd (1040262-D) Date : 18 SEP 2024	Signature :  Name : OMAR BIN AHMAD Quality Assurance Manager Galaxy Aerospace (M) Sdn. Bhd (1040262-D)