Galaxy Aerospace maintenance.repair.overhaul	**AIRCRAFT DEFERRED DEFECT RECORD**	[1]CLIENT/ OPERATOR:	
		[2]APPROVED MEL REFERENCE:	

[3]AC TYPE:		[4]REGN:		[5]SERIAL NO:		[6]BASE:	

DEFECT RAISED					**DEFECT CLEARED**	
[7]D.D NO:		[10]JOURNEY LOG SHEET NO:		[14]DATE/ HRS LIMIT DUE:	[15]JOURNEY LOG SHEET NO:	
[8]DEFECT:		[11]WORKSHEET REF:			[16]WORKSHEET REF:	
		[12]SIGN & APP:			[17]SIGN & APP:	
[9]MEL REFERENCE:		[13]DATE:			[18]DATE:	
DEFECT RAISED					**DEFECT CLEARED**	
D.D NO:		JOURNEY LOG SHEET NO:		DATE/ HRS LIMIT DUE:	JOURNEY LOG SHEET NO:	
DEFECT:		WORKSHEET REF:			WORKSHEET REF:	
		SIGN & APP:			SIGN & APP:	
MEL REFERENCE:		DATE:			DATE:	
DEFECT RAISED					**DEFECT CLEARED**	
D.D NO:		JOURNEY LOG SHEET NO:		DATE/ HRS LIMIT DUE:	JOURNEY LOG SHEET NO:	
DEFECT:		WORKSHEET REF:			WORKSHEET REF:	
		SIGN & APP:			SIGN & APP:	
MEL REFERENCE:		DATE:			DATE:	
DEFECT RAISED					**DEFECT CLEARED**	
D.D NO:		JOURNEY LOG SHEET NO:		DATE/ HRS LIMIT DUE:	JOURNEY LOG SHEET NO:	
DEFECT:		WORKSHEET REF:			WORKSHEET REF:	
		SIGN & APP:			SIGN & APP:	
MEL REFERENCE:		DATE:			DATE:	

NO	ITEM	INSTRUCTIONS
1.	CLIENT/OPERATOR	State the aircraft client/operator
2.	APPROVED MEL REFERENCE	State the approved MEL documentation reference and revision number and date.
3.	A/C TYPE	State the aircraft type
4.	REGN	State the aircraft registration mark
5.	SERIAL NO.	State the aircraft serial number
6.	BASE	State the base or facility where the aircraft located
DEFECT RAISED		
7.	D.D NO.	State the deferred defect no. with format DD/REG/YYYY/XXX, where: REG: Aircraft registration marks (without prefix, i.e. PMA, BOE etc) YYYY: Year e.g., 2021 XXX: Running number starting with 001 and reset at each new year.
8.	JOURNEY LOG SHEET NO	State the Journey Log Sheet number where the defect was raised
9.	DEFECT	State the defect as raised in Aircraft Journey Log (AJL).
10.	WORKSHEET REF.	State the reference number of the worksheet to defer the defect.
11.	SIGN & APP	Enter the signature and approval stamp of the engineer responsible for deferring the defect
12.	MEL REFERENCE	State the MEL reference, system and sequence number item, of the defect, e.g., 21-3
13.	DATE	State the date when the defect was raised
14.	DATE/HRS LIMIT DUE	State the Date/Hours Limit due and MEL Category. (Cat. A/B/C/D)
DEFECT CLEARED		
15.	JOURNEY LOG SHEET NO	State the Journey Log Sheet number where the deferred defect was cleared/rectified.
16.	WORKSHEET REF	State the reference number of the worksheet raised to rectify the deferred defect.
17.	SIGN & APP	Enter the signature and approval stamp of the engineer responsible for clearing/rectifying the deferred defect.
18.	DATE	State the date when the deferred defect was rectified.