

MINUTES OF MEETING

Meeting Title:	Foreign Object Damage on Tail Rotor Blade
Date of Meeting:	8 th February 2021
Time:	1435 - 1515
Location:	Emerald Meeting Room
Chairperson:	1. Mohammad Nizam Bin Jaafar (Safety Manager - SM)
Attendee:	<ol style="list-style-type: none"> 1. Ahmad Fissol Bin Ismail (JBPM Pilot) 2. Sofian Bin Ahmed (JBPM Pilot) 3. Mohd Faizal Bin Abd Latiff (JBPM Pilot) 4. Asni Bin Nandan (JBPM Engineering) 5. Syafrul Yamani Bin Safruddin (Engineering Manager) 6. Muhammad Bin Mohd Taib (Engineering in Charge) 7. Mohamad Razif Bin Roslan (Engineer in Charge Bertam) 8. Muhammad Mu'iz Bin Noor Azmi (Commercial Executive) 9. Zaty Nadhira Binti Mohamed Zuhari (Continuing Airworthiness Manager) 10. Mohamad Shafiq Ihsanudin Bin Rosmaili (Safety Executive) 11. Mohamad Khair Bin Shaiful Alam (Quality Assurance Inspector)
Absent with apologies	-


Meeting Objective	
Post-mortem on Foreign Object Damage on Tail Rotor Blade incident on aircraft 9M-BOC.	

No.	Remarks
1.0	<p>Welcoming</p> <p>Chairman opening the meeting and welcoming everyone with thanks to all for being present at the meeting.</p>
2.0	<p>Breakdown of Incident by Engineering Manager</p> <ul style="list-style-type: none"> • The incident occurred on 22 January 2021 at aircraft registration number 9M-BOC with serial number 31289. The damage was found on Tail Rotor Blade serial number AW7664. • During Airworthiness Inspection (pre-flight) carried out in MIAT Base, Engineer reported with no abnormalities found on the aircraft. • Aircraft then departed from MIAT base at 0941 Hrs and flight to UNISEL (Football field) for Bambi Bucket training exercise. Aircraft then return flight to MIAT Base for crew change, and then continued flight to Bertam Base at 1810 Hrs. Rotor was running during the whole operation. • During Post Flight Inspection, Engineer noticed there was a damaged on Tail Rotor Blade. (nick on Tail Rotor Blade at leading edge area revealing the inner layer)

No.	Discussion	Remarks
3.0	Investigation was carried out by engineering to determine cause of incident.	Looking from the type of damage, the damage happen during the rotor was turning at high speed.
4.0	Repair process	Referring to Maintenance Manual, the damage required to be repaired at authorise repaired centre.
		Refer Occurrence Reporting dated 22 January 2021
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No.	Discussion		Remarks
5.0	Possible location of occurrence	<ul style="list-style-type: none"> - During Bambi Bucket training (Football Field) - Bertam base where the tarmac is not in good condition. 	To prevent possible FOD in the future, it is agreed to increased frequency of FOD walk by once per weeks on all BOMBA Base.
6.0	BOMBA Pilot suggestion in regard of FOD	<ul style="list-style-type: none"> - Increase of frequency of FOD walk on all BOMBA Base. - Restrict ground taxi in Bertam Base. 	To be action by Engineering effectively.
7.0	Reporting System	BOMBA team request for reporting system between maintenance and operation to be improved in the future.	GAM Safety Department will arrange another meeting with BOMBA Safety Department to layout reporting system in the future.
8.0	Apron in Bertam Base	Safety manager inquiry the plan for BOMBA to improve the apron in Bertam Base.	The request already been made by BOMBA but delayed due to costing.
9.0	Runway Sweeper	Runway Sweeper in Bertam Base unserviceable.	EIC Bertam will arrange the Sweeper to be evaluate for repaired.

Closing
The meeting end at 1515.

The minute of meeting prepared by	
MOHAMAD KHAIR BIN SHAIFUL ALAM (QUALITY ASSURANCE INSPECTOR)	

5.0 The minute of meeting verified by	
MOHAMMAD NIZAM BIN JAAFAR (SAFETY MANAGER)	