|  |  |
| --- | --- |
|  | **CIVIL AVIATION AUTHORITY OF MALAYSIA** |
| **AIRCRAFT MAINTENANCE PROGRAMME (AMP) CHECKLIST***(Civil Aviation Regulation 2016)* |
|  |
| **SECTION 1 – APPLICANT DETAILS** |  |
|  |  |
| 1.1 | Organisation name | **:** |  |  |
|  |  |  |  |  |
| 1.2 | Organisation Approval No. | **:** | a. | CAMO/CAO | : |       | b. | AOC No.*(if any)* | : |  |  |
|  |  |  |  |  |
| 1.3 | AMP Reference  | **:** |  |  |
|  |  |  |  |  |
| 1.4 | Amendment Status | **:** | a. | Issue & Rev. | : |       | b. | Date | : |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **SECTION 2 – CHECKLIST NOTES** |  |
|  |  |
| 1. | The purpose of the Approved Maintenance Programme Checklist is to assist CAMO/CAO with a view to ensuring that Aircraft Maintenance Programme (AMP) submitted to the CAAM for approval are standardized and include all items that are required by CAD 6801, and additional information in CAGM 6804. This checklist, when completed, should be submitted with the drafted AMP. |
| 2. | This document includes all the relevant information as detailed in CAGM 6804, the format of which may be modified to suit the operator's preferred method. The checklist should clearly show either relevant reference for the required information or relevant justification for any N/A comments in the REFERENCE/NOTES column. |
| 3. | The specific tasks and the relevant control procedures as specified in the CAMO/CAO Exposition of the organisation managing the aircraft shall be included in the programme. The detailed relevant cross-references shall be specified in the REFERENCE/NOTES column at the appropriate paragraphs. |
| 4. | The checklist is provided to ensure the minimum required items are contained in the operator’s AMP. It should be enhanced as necessary to suit the aircraft's needs; operational, utilization & environmental. |
| 5. | Not all aircraft maintenance programme required to have a reliability programme. CAMO/CAO shall evaluate on this requirement accordingly and ignore Part 6 of Section 3 of this checklist if it is not applicable. |
| 6. | CAMO/CAO is required to submit 2 copies of the draft AMP. |
|  |  |  |  |  |

|  |  |
| --- | --- |
| **SECTION 3 – AMP ITEMS** |  |
|  |  |
| **1 GENERAL REQUIREMENTS** |  |
|  |  |
| **ITEM** | **AMP CONTENTS** | **OPERATOR’S REFERENCE/NOTES** | **CAAM REMARKS** | **Checked** |
| 1.1 | Maintenance Program basic information |       |       | **[ ]**  |
| 1.1.1 | The type/model/ and registration number of the aircraft |       |       | **[ ]**  |
|  | The type/model of the engines |       |       | **[ ]**  |
|  | The type/model of the propellers, where applicable |       |       | **[ ]**  |
|  | The type/model of the auxiliary power units, where applicable. |       |       | **[ ]**  |
| 1.1.2 | The name and address of the owner, operator, CAMO organization managing the aircraft airworthiness. |       |       | **[ ]**  |
| 1.1.3 | The program reference, the date of issue and issue number. |       |       | **[ ]**  |
| 1.1.4 | A signed statement. |       |       | **[ ]**  |
| 1.1.5 | Content list |       |       | **[ ]**  |
|  | List of effective pages (with CAAM endorsement section) |       |       | **[ ]**  |
|  | CAAM approval page (as per CAGM 6804 Appendix 3) |       |       | **[ ]**  |
|  | Revision status of the document. |       |       | **[ ]**  |
| 1.1.6 | Check periods for anticipated utilization.Include a utilization tolerance of not more than 25%. Where utilization cannot be anticipated, calendar time limits should also be included. |       |       | **[ ]**  |
| 1.1.7 | Procedures for escalation where applicable & acceptable to the CAAM. |       |       | **[ ]**  |
| 1.1.8 | Date and reference of approved amendments |       |       | **[ ]**  |
| 1.1.9 | Pre-flight maintenance tasks. |       |       | **[ ]**  |
| 1.1.10 | The tasks and the periods (intervals / frequencies) at which inspections should be carried out, including the task affectivity and type and degree of inspection of the: |       |       | **[ ]**  |
|  | a. Aircraft |       |       | **[ ]**  |
|  | b. Engine(s) |       |       | **[ ]**  |
|  | c. APU |       |       | **[ ]**  |
|  | d. Propeller(s) |       |       | **[ ]**  |
|  | e. Components |       |       | **[ ]**  |
|  | f. Accessories |       |       | **[ ]**  |
|  | g. Equipment |       |       | **[ ]**  |
|  | h. Instruments |       |       | **[ ]**  |
|  | i. Electrical and radio apparatus |       |       | **[ ]**  |
| 1.1.11 | The periods at which components should be: |       |       | **[ ]**  |
|  | a. Checked |       |       | **[ ]**  |
|  | b. Cleaned |       |       | **[ ]**  |
|  | c. Lubricated |       |       | **[ ]**  |
|  | d. Replenished |       |       | **[ ]**  |
|  | e. Adjusted |       |       | **[ ]**  |
|  | f. Tested |       |       | **[ ]**  |
| 1.1.12 | Details of ageing aircraft system requirements with any specified sampling programs (if applicable) |       |       | **[ ]**  |
| 1.1.13 | Details of specific structural maintenance programs (if applicable), including but not limited to: |       |       | **[ ]**  |
|  | 1. Damage Tolerance and Supplemental Structural Inspection Programs (SSID)
 |       |       | **[ ]**  |
|  | 1. SB review performed by the TC holder
 |       |       | **[ ]**  |
|  | 1. Corrosion prevention and control
 |       |       | **[ ]**  |
|  | 1. Repair Assessment
 |       |       | **[ ]**  |
|  | 1. Widespread Fatigue Damage
 |       |       | **[ ]**  |
| 1.1.14 | Statement of the limit of validity for the structural program in 1.1.13, if applicable. |       |       | **[ ]**  |
| 1.1.15 | The periods at which overhauls should be made. |       |       | **[ ]**  |
|  | The periods at which replacements should be made. |       |       | **[ ]**  |
| 1.1.16 | A cross-reference to other documents related to: |       |       | **[ ]**  |
|  | a. Mandatory life limitations |       |       | **[ ]**  |
|  | b. Certification Maintenance Requirements (CMR's), (if applicable) |       |       | **[ ]**  |
|  | c. Airworthiness Directives (AD) |       |       | **[ ]**  |
|  | Specific identification of the mandatory status for items (a), (b) & (c) above |       |       | **[ ]**  |
| 1.1.17 | Reliability program or statistical methods of continuous surveillance, (if applicable) |       |       | **[ ]**  |
| 1.1.18 | A statement that practices and procedures should be the standards specified by the TC holder |       |       | **[ ]**  |
| 1.1.19 | Each maintenance task (i.e. inspections - detailed, scan, general) should be defined in a definition section |       |       | **[ ]**  |
| 1.1.20 | The periods at which overhauls should be made |       |       | **[ ]**  |
| 1.1.21 | If applicable, details of Critical Design Configuration Control Limitations together with appropriate procedures. |       |       | **[ ]**  |
|  |  |
| **2 PROGRAMME BASIS** |  |
|  |  |
| 2.1 | Is the program based upon the MRB report, the TC Holder's maintenance planning document or Chapter 5 of the maintenance manual? |       |       | **[ ]**  |
| 2.2 | For newly type-certificated aircraft / comprehensively appraise the manufacturer's recommendations (and MRB report where applicable) |       |       | **[ ]**  |
| 2.3 | For existing aircraft types, comparisons with maintenance programs previously approved |       |       | **[ ]**  |
|  |  |
| **3 AMENDMENTS** |  |
|  |  |
| 3.1 | Amendments (revisions) to reflect changes:  |       |       | **[ ]**  |
|  | a. In the TC holder's recommendations |       |       | **[ ]**  |
|  | b. Introduced by modifications |       |       | **[ ]**  |
|  | c. Introduced by repairs |       |       | **[ ]**  |
|  | d. Discovered by service experience |       |       | **[ ]**  |
|  | e. As required by the CAAM |       |       | **[ ]**  |
|  |  |
| **4 PERMITTED VARIATIONS TO MAINTENANCE PERIODS (with the exception of items identified in 1.1.16)** |  |
|  |  |
| 4.1 | Vary the periods through a procedure approved by the CAAM? |       |       | **[ ]**  |
| 4.2 | Vary the periods with the approval of the CAAM  |       |       | **[ ]**  |
|  |  |
| **5 PERIODIC REVIEW OF MAINTENANCE PROGRAMME**  |  |
|  |  |
| 5.1 | Periodic review to ensure that the program reflects current: |       |       | **[ ]**  |
|  | a. TC holder's recommendations |       |       | **[ ]**  |
|  | b. Revisions to the MRB report (if applicable) |       |       | **[ ]**  |
|  | c. Mandatory requirements |       |       | **[ ]**  |
|  | d. Maintenance needs of the aircraft |       |       | **[ ]**  |
| 5.2 | Annual review defined |       |       | **[ ]**  |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **6 RELIABILITY PROGRAMME**  | **[ ]**  | **Applicable** | **[ ]**  | **Not Applicable** |
|  |  |
| 6.1 | Applicability |       |       | **[ ]**  |
| 6.1.1 | Developed in the following cases: |       |       | **[ ]**  |
|  | 1. Program is based upon MSG-3 logic
 |       |       | **[ ]**  |
|  | 1. Program includes condition monitored components
 |       |       | **[ ]**  |
|  | 1. Program does not contain overhaul time periods for all significant system components
 |       |       | **[ ]**  |
|  | 1. Specified by the Manufacturer's MPD or MRB
 |       |       | **[ ]**  |
| 6.1.2 | Need not be developed in the following cases: |       |       | **[ ]**  |
|  | 1. Program is based upon the MSG-1 or 2 logic (only hard times or on condition items)
 |       |       | **[ ]**  |
|  | 1. Not a large aircraft (= or < 5700 kgs MTWA or single engine helicopter)
 |       |       | **[ ]**  |
|  | 1. Program provides overhaul time periods for all significant system components
 |       |       | **[ ]**  |
| 6.1.3 | Operator may develop own reliability monitoring program |       |       | **[ ]**  |
| 6.2 | Applicability, small fleets |       |       | **[ ]**  |
| 6.2.1 | Less than 6 aircraft of the same type. |       |       | **[ ]**  |
| 6.2.2 | Reliability program is irrespective of the fleet size |       |       | **[ ]**  |
| 6.2.3 | Tailor reliability programs to suit the size and complexity of operation |       |       | **[ ]**  |
| 6.2.4 | Use of "Alert levels" should be used carefully |       |       | **[ ]**  |
| 6.2.5 | When establishing a reliability program, consider the following: |       |       | **[ ]**  |
|  | Focus on areas where a sufficient amount of data is likely to be processed |       |       | **[ ]**  |
|  | How is engineering judgment applied? |       |       | **[ ]**  |
| 6.2.6 | Pool data and analysis (paragraph 6.6 specifies conditions) |       |       | **[ ]**  |
| 6.2.7 | If unable to pool data / additional restrictions on the MRB/MPD tasks intervals specified |       |       | **[ ]**  |
| 6.3 | Engineering judgement |       |       | **[ ]**  |
|  | Are there appropriately qualified personnel (with appropriate engineering experience and understanding of reliability concept) for the reliability program? |       |       | **[ ]**  |
| 6.4 | Contracted maintenance. |       |       | **[ ]**  |
| 6.4.1 | Maintenance program / may delegate certain functions to the Part-145 organization |       |       | **[ ]**  |
| 6.4.2 | These are: |       |       | **[ ]**  |
|  | a. Developing the maintenance and reliability programs |       |       | **[ ]**  |
|  | b. Collection and analysis of the reliability data |       |       | **[ ]**  |
|  | c. Providing reliability reports |       |       | **[ ]**  |
|  | d. Proposing corrective actions |       |       | **[ ]**  |
| 6.4.3 | Approval to implement a corrective action / CAMO prerogative and responsibility |       |       | **[ ]**  |
| 6.4.4 | Maintenance contract / CAME, and MOE procedures. |       |       | **[ ]**  |
| 6.5 | Reliability program. |       |       | **[ ]**  |
| 6.5.1 | Objectives |       |       | **[ ]**  |
| 6.5.1.1 | Statement summarizing the prime objectives of the program |       |       | **[ ]**  |
|  | a. Recognize the need for corrective action |       |       | **[ ]**  |
|  | b. Establish what corrective action is needed |       |       | **[ ]**  |
|  | c. Determine the effectiveness of that action |       |       | **[ ]**  |
| 6.5.1.2 | The extent of the objectives should be directly related to the scope of the program |       |       | **[ ]**  |
| 6.5.1.3 | All MSG-3 related tasks are effective, and their periodicity is adequate |       |       | **[ ]**  |
| 6.5.2 | Identification of items. |       |       | **[ ]**  |
|  | The items controlled by the program should be stated |       |       | **[ ]**  |
| 6.5.3 | Terms and definitions. |       |       | **[ ]**  |
|  | Significant terms and definitions should be clearly identified |       |       | **[ ]**  |
| 6.5.4 | Information sources and collection. |       |       | **[ ]**  |
| 6.5.4.1 | Sources and procedures in the exposition |       |       | **[ ]**  |
| 6.5.4.2 | Type of information to be collected should be related to the objectives, examples of the normal prime sources: |       |       | **[ ]**  |
|  | a. Pilots Reports |       |       | **[ ]**  |
|  | b. Technical Logs |       |       | **[ ]**  |
|  | c. Aircraft Access Terminal / On-board readouts |       |       | **[ ]**  |
|  | d. Maintenance Worksheets |       |       | **[ ]**  |
|  | e. Workshop Reports |       |       | **[ ]**  |
|  | f. Reports on Functional Checks |       |       | **[ ]**  |
|  | g. Reports on Special Inspections |       |       | **[ ]**  |
|  | h. Stores Issues/Reports |       |       | **[ ]**  |
|  | i. Air Safety Reports |       |       | **[ ]**  |
|  | j. Reports on Delays and Incidents |       |       | **[ ]**  |
|  | k. Other sources: i.e. ETOPS, RVSM, CAT II/ III |       |       | **[ ]**  |
| 6.5.4.3 | Due account of Continuing Airworthiness information promulgated under Part-21 |       |       | **[ ]**  |
| 6.5.5 | Display of information |       |       | **[ ]**  |
| 6.5.5.1 | Information displayed graphically or tabular or a combination |       |       | **[ ]**  |
| 6.5.5.2 | Provisions for "nil returns" |       |       | **[ ]**  |
| 6.5.5.3 | Where "standards" or "alert levels", information oriented accordingly |       |       | **[ ]**  |
| 6.5.6 | Examination, analysis and interpretation of the information. |       |       | **[ ]**  |
|  | Method for examining, analyzing and interpreting the information should be explained |       |       | **[ ]**  |
| 6.5.6.1 | Methods of examination may be varied - content & quantity |       |       | **[ ]**  |
| 6.5.6.2 | The whole process should enable a critical assessment of the effectiveness of the program as a total activity. May involve: |       |       | **[ ]**  |
|  | a. Comparisons of operational reliability with established or allocated standards |       |       | **[ ]**  |
|  | b. Analysis and interpretation of trends |       |       | **[ ]**  |
|  | c. Evaluation of repetitive defects |       |       | **[ ]**  |
|  | d. Confidence testing of expected and achieved results |       |       | **[ ]**  |
|  | e. Studies of life-bands and survival characteristics |       |       | **[ ]**  |
|  | f. Reliability predictions |       |       | **[ ]**  |
|  | g. Other methods of assessment |       |       | **[ ]**  |
|  | h. Stores Issues/Reports |       |       | **[ ]**  |
|  | i. Air Safety Reports |       |       | **[ ]**  |
|  | j. Reports on Delays and Incidents |       |       | **[ ]**  |
|  | k. Other sources: i.e., ETOPS, RVSM, CAT II/ III |       |       | **[ ]**  |
| 6.5.6.3 | Range and depth of analysis should be related to the particular program: |       |       | **[ ]**  |
|  | a. Flight defects and reductions in reliability |       |       | **[ ]**  |
|  | b. Defects – line and main base |       |       | **[ ]**  |
|  | c. Deterioration observed - routine maintenance |       |       | **[ ]**  |
|  | d. Workshop and overhaul findings |       |       | **[ ]**  |
|  | e. Modification evaluations |       |       | **[ ]**  |
|  | f. Sampling programs |       |       | **[ ]**  |
|  | g. Adequacy of maintenance equipment and publications |       |       | **[ ]**  |
|  | h. Effectiveness of maintenance procedures |       |       | **[ ]**  |
|  | i. Staff training |       |       | **[ ]**  |
|  | j. Service bulletins, technical instructions, etc. |       |       | **[ ]**  |
| 6.5.6.4 | Contracted maintenance - arrangements established and details for information input included |       |       | **[ ]**  |
| 6.5.7 | Corrective Actions |       |       | **[ ]**  |
| 6.5.7.1 | Procedures / time scales for implementing corrective actions / monitoring – should be fully described & could include: |       |       | **[ ]**  |
|  | a. Changes to maintenance, operational procedures or techniques |       |       | **[ ]**  |
|  | b. Changes requiring amendment of the approved maintenance programme? |       |       | **[ ]**  |
|  | c. Amendments to approved manuals |       |       | **[ ]**  |
|  | d. Initiation of modifications |       |       | **[ ]**  |
|  | e. Special inspections / fleet campaigns |       |       | **[ ]**  |
|  | f. Spares provisioning |       |       | **[ ]**  |
|  | g. Staff training |       |       | **[ ]**  |
|  | h. Manpower and equipment planning |       |       | **[ ]**  |
| 6.5.7.2 | Procedures for effecting changes should be described |       |       | **[ ]**  |
| 6.5.8 | Organizational Responsibilities. |       |       | **[ ]**  |
|  | Organizational structure – chains of responsibility should be defined |       |       | **[ ]**  |
| 6.5.9 | Presentation of information to the competent authority. |       |       | **[ ]**  |
|  | Information submitted to the CAAM for approval of the reliability program: |       |       | **[ ]**  |
|  | a. Format and content of routine reports |       |       | **[ ]**  |
|  | b. Time scales for reports / distribution |       |       | **[ ]**  |
|  | c. Format and content of reports requesting amendments |       |       | **[ ]**  |
| 6.5.10 | Evaluation and review. |       |       | **[ ]**  |
|  | Describe procedures and individual responsibilities - continuous monitoring of the effectiveness of the program |       |       | **[ ]**  |
| 6.5.10.1 | Procedures for revising the "standards" or "Alert levels". |       |       | **[ ]**  |
| 6.5.10.2 | Criteria to be taken into account during the review includes: |       |       | **[ ]**  |
|  | a. Utilization (high / low / seasonal) |       |       | **[ ]**  |
|  | b. Fleet commonality |       |       | **[ ]**  |
|  | c. Alert Level adjustment criteria |       |       | **[ ]**  |
|  | d. Adequacy of data |       |       | **[ ]**  |
|  | e. Reliability procedure audit |       |       | **[ ]**  |
|  | f. Staff training |       |       | **[ ]**  |
|  | g. Operational and maintenance procedures |       |       | **[ ]**  |
| 6.5.11 | Approval of organization to implement maintenance program changes arising from the reliability program results: |       |       | **[ ]**  |
|  | a. Does the reliability program monitor the content of the maintenance program in a comprehensive manner? |       |       | **[ ]**  |
|  | b. Is appropriate control exercised by the owner / operator over the internal validation of such changes? |       |       | **[ ]**  |
| 6.6 | Pooling Arrangements. |       |       | **[ ]**  |
| 6.6.1 | Pooling information – must be substantially the same, including: |       |       | **[ ]**  |
|  | a. Certification / modification / SB compliance |       |       | **[ ]**  |
|  | b. Operational Factors |       |       | **[ ]**  |
|  | c. Maintenance factors |       |       | **[ ]**  |
| 6.6.2 | Is there a substantial amount of commonality / has the CAAM agreed? |       |       | **[ ]**  |
| 6.6.3 | Is the aircraft on short-term lease?  |       |       | **[ ]**  |
| 6.6.4 | Changes to any Notice 6101 requires assessment in order that the pooling benefits can be maintained |       |       | **[ ]**  |
| 6.6.5 | Reliability program managed by the aircraft manufacturer if agreed by the CAAM |       |       | **[ ]**  |
| 6.7 | Reliability Reporting to CAAM |       |       | **[ ]**  |
| 6.7.1 | Reliability report is submitted to CAAM. |       |       | **[ ]**  |
| 6.7.2 | Frequency of reporting. |       |       | **[ ]**  |
| 6.7.3 | Reliability reporting includes elements of Part SPA reliability data. |       |       | **[ ]**  |
| 6.7.4 | Special evaluation is initiated whenever information obtained from the reliability monitoring indicates degraded level of safety. Result of special evaluation will be presented to CAAM. |       |       | **[ ]**  |
|  |  |
| **7 CAAM REQUIRED ITEM**  |  |
|  |  |
| 7.1 | Details of who may issue a maintenance release |       |       | **[ ]**  |
| 7.2 | Define which inspections/checks aconsidered to be base maintenance |       |       | **[ ]**  |
| 7.3 | CAAM Maintenance Requirements, in the absence of specific recommendations.  |       |       | **[ ]**  |
| 7.3.1 | Aircraft battery capacity check/deep cycle? |       |       | **[ ]**  |
| 7.3.2 | Emergency equipment |       |       | **[ ]**  |
| 7.3.3 | Emergency escape provisions: |       |       | **[ ]**  |
|  | a. Portable valise type life-rafts |       |       | **[ ]**  |
|  | b. Door & escape chutes/slides |       |       | **[ ]**  |
|  | c. Emergency exits / hatches |       |       | **[ ]**  |
| 7.3.4 | Flexible hoses |       |       | **[ ]**  |
| 7.3.5 | Fuel / oil system contamination checks |       |       | **[ ]**  |
| 7.3.6 | Pressure vessels |       |       | **[ ]**  |
| 7.3.7 | Seat belts and harnesses |       |       | **[ ]**  |
| 7.3.8 | Vital points and control systems |       |       | **[ ]**  |
| 7.3.9 | Maintenance applicable to special operations approvals, if applicable: |       |       | **[ ]**  |
|  | 1. AWOPS
 |       |       | **[ ]**  |
|  | 1. MNPS
 |       |       | **[ ]**  |
|  | 1. RVSM
 |       |       | **[ ]**  |
|  | 1. ETOPS/EDTO
 |       |       | **[ ]**  |
|  | 1. Offshore operations
 |       |       | **[ ]**  |
|  | 1. HEMS
 |       |       | **[ ]**  |
|  | 1. Transport of dangerous goods
 |       |       | **[ ]**  |
|  | 1. Other (Specify)
 |       |       | **[ ]**  |
| 7.3.10 | Customer furnished equipment |       |       | **[ ]**  |
| 7.3.11 | Engine & APU condition monitored maintenance |       |       | **[ ]**  |
| 7.3.12 | CAAM Mandatory requirement |       |       | **[ ]**  |
| 7.3.13 | Flight recording systems (CVR/FDR) |       |       | **[ ]**  |
| 7.3.14 | Mode "S" transponder ICAO 24-bit aircraft addresses |       |       | **[ ]**  |
| 7.3.15 | In-flight entertainment systems (IFE) |       |       | **[ ]**  |
| 7.3.16 | Weighing program |       |       | **[ ]**  |
| 7.3.17 | Compass swing |       |       | **[ ]**  |
| 7.3.18 | Radio Annual Inspection |       |       | **[ ]**  |
|  |  |  |
| **SECTION 4 – APPLICANT DECLARATION**  |  |
|  |  |  |  |  |
| 1. I declare that the information provided in this form is true and correct.
2. I fully understand that in order for CAAM to approve this application, on-site visit/audit may be required either, which may incur costs stipulated under Civil Aviation (Fees and Charges) Regulations 2016. All related costs shall be borne by the organization.
3. I fully understand that any false statement and wrong information in this application and in the Aircraft Maintenance Programme, may cause delay or rejection of the submission.
 |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | Name of Authorized Person |  | Signature |  | Date |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **SECTION 5 – CAAM OFFICIAL USE ONLY** |  |
|  |  |  |  |  |
|  | Received by | **:** |  | **Date** | **:** |  |  |
|  |  |
|  | Review Status | **:** | **[ ]  SATISFACTORY** | **Date** | **:** |  |  |
|  |  |  | **[ ]  NOT SATISFACTORY** |  |  |  |
|  |  |
|  | Assessed by  | **:** |  | **Date** | **:** |  |  |
|  |  |  |  |  |

|  |
| --- |
| **INSTRUCTIONS** |
| SECTION 1 – APPLICANT DETAILS |
| 1.1 | Fill up CAMO/CAO name and address. |  |
| 1.2a | Fill up the CAMO/CAO organization approval issued by CAAM. |  |
| 1.2b | Fill up the AOC No. (if applicable)  |  |
| 1.3 | Fill up AMP reference number/name |  |
| 1.4a | Fill up AMP issue and revision status |  |
| 1.4b | Fill up AMP amendment/status date |  |
| SECTION 2 – CHECKLIST NOTES  |
| SECTION 3 – AMP ITEMS |
| 1 - 7 | Fill up the “Operator’s Reference/Notes” column as required. State the document reference for such item, and compliance, if necessary. If the item is not applicable, state N/A and justification why. Officer will remark accordingly at “CAAM Remarks” column. If item is acceptable/satisfactory, officer may mark (x) in the “Checked” box to track compliance (for easy reference).Note: Part 6 is only applicable for AMP with Reliability Program attached. Mark (x) in the check box accordingly. |  |
| SECTION 4 – APPLICATION DECLARATION |
|  | Fill up name of authorized person under the exposition for the submission of the programme. Put signature and date. Applicant may use their official stamp in this section.*Note: By signing this application, the applicant is required to abide to the terms in Section 4 and be responsible to the approval process.* |
| SECTION 5 – CAAM OFFICIAL USE ONLY |
|  | To be filled up by CAAM |  |