



GUYANA CIVIL AVIATION AUTHORITY

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**GCAA
ADVISORY CIRCULAR**

**AERODROMES & GROUND AIDS
AC NO: GCAA AC/AGA/008**

**SUBJECT: USE OF UNDESIGNATED
AIRCRAFT LANDING AREAS**

DATE INITIATED: March 21, 2022
INITIATED BY: DIRECTOR AVIATION SAFETY
& SAFETY REGULATION

1. PURPOSE

This Advisory Circular (AC) is intended to provide information and guidance to owners and operators of helicopters, pilots, and Air Traffic Services personnel regarding the areas and locations within Guyana's FIR in which helicopters are permitted to land or take off.

The Advisory Circular (AC) prescribes the conditions, considerations, and processes by which special permissions are obtained for helicopters to operate into non-designated location or landing site within a prohibited area, or within a restricted area, and by extension within a congested area of a city, town, or settlement.

2. STATUS OF THE ADVISORY CIRCULAR

This Advisory Circular is an initial issue, and the effective date is **March 21, 2022**.

3. BACKGROUND

In the formative years of aviation development in Guyana, helicopters were generally operated by the GDF (military) and landed in any suitable location determined by the crew and or operator. However, in recent years, there has been a proliferation of civil helicopter operations in Guyana against limited regulatory requirements. Hence, the selection and use of ad-hoc helicopter landing sites by operators, if not properly regulated and structured, have the potential to adversely impact safety, security, and the environment. Therefore, it is crucial for the establishment of a framework to actively guide the selection and use of appropriate landing areas within Guyana's Flight Information Region.

4. APPLICABILITY

This AC is applicable to all owners and operators of helicopters, and pilots engaged in commercial civil aviation operations and private operations, and Air Navigation Service Provider. This Advisory Circular is NOT applicable to State Agencies such as Military, Law enforcement, and other State Operations using a State or civilian aircraft with appropriate exemptions. Additionally, this is NOT applicable to helicopters operating into or on approved helidecks whether located inland, elevated on a high-rise building, or offshore as these require special license and permits issued by the Guyana Civil Aviation Authority.

5. RELATED REFERENCES

- 1) Civil Aviation (Air Navigation) Regulations 2001: Part IX – Aerodromes, Reg. 71 (1).
- 2) Guyana Aviation Requirements 2007, Part 8, Operations, 8.8.1.21; 8.8.1.5.
- 3) Civil Aviation Act 2018, Section 15, (5)(a).
- 4) ICAO PANS-ATM - Document 4444, Chapter 4, 4.5.1.3.

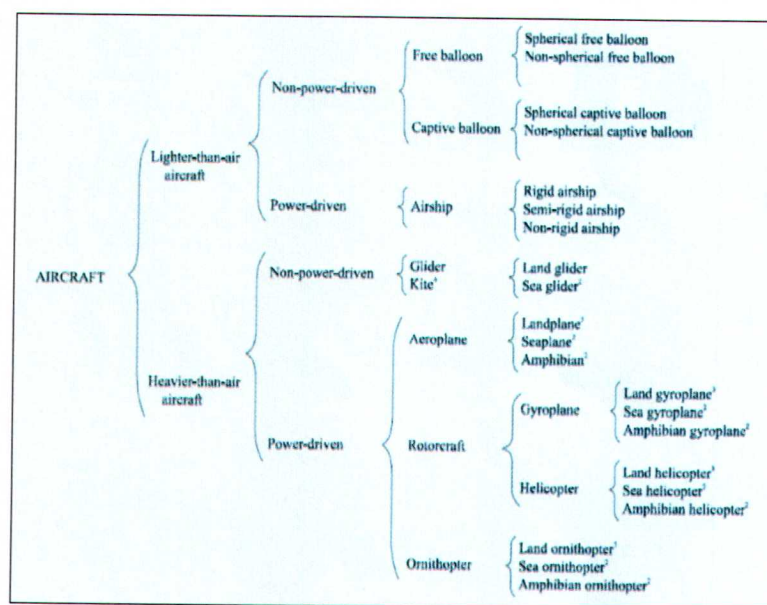
6. CONTACT INFORMATION

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7. AIRCRAFT AND AERODROMES DEFINED

- 7.1. **An aerodrome** - is a defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft.
- 7.2. **An aircraft** - is defined as any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth's surface; and this include helicopters. **NB.** Aircraft are divided into different classifications as follows:



8. RESTRICTIONS ON LANDING AND TAKE OFF

According to Part IX, 71, (1) of the Civil Aviation (Air Navigation) (Amendment) Regulations 2002, *“an aircraft [...] shall not take off or land at a place in Guyana other than an aerodrome licensed for the take-off and landing of such aircraft or a Government aerodrome notified as available for the take-off and landing of such aircraft, or in respect of which the person in charge of such aerodrome has given his permission for the particular aircraft to take off and land and in accordance with such conditions subject to which the aerodrome has been licensed or to which such permission may have been given”*.

9. PROHIBITED, RESTRICTED AND DANGER AREAS

- 9.1. According to Part 8.8.1.21 (Prohibited Areas and Restricted Areas) of the Guyana Aviation Requirements, *"no person may operate an aircraft in a prohibited area, or in a restricted area, the particulars of which have been duly published, except in accordance with the conditions of the restrictions or by permission of the State over whose territory the areas are established"*.
- 9.2. **A Prohibited Area:** is an airspace of defined dimensions, above the land areas or territorial waters of Guyana, within which the flight of aircraft is prohibited except where permission is granted by the Guyana Civil Aviation Authority.
- 9.3. **A Restricted Area:** is an airspace of defined dimensions, above the land areas or territorial waters of a State, within which the flight of aircraft is restricted in accordance with specified conditions.
- 9.4. The specifications of the Prohibited and Restricted Areas are published in the Aeronautical Information Publication (see excerpt attached), the AICs and NOTAMs depending on their nature and duration. Pertinent information such as the area dimensions (lateral and vertical), applicable restrictions, controlling authority and contact details are included in the aeronautical publication.
- 9.5. **A Danger Area:** is an airspace of defined dimensions within which activities dangerous to the flight of aircraft may exist at specified times.
- 9.6. There are no permanent danger areas within the Georgetown FIR. These are normally temporary and published via AICs and NOTAMs. Pertinent information such as the area dimensions (lateral and vertical), type of operations, periods, and duration of operations, controlling authority and contact details are included in the aeronautical publication.
- 9.7. **Landing Area (Landing Site):** is an area on land used for the take-off and landing of aircraft, with or without a permanent landing pad or runway; and without permanent facilities for the assembly and distribution of goods or passengers.

10. GENERAL PROVISIONS

10.1. Helicopter Landing Sites

- 10.1.1. Except for inflight emergencies, the selection and use of any landing site within the restricted areas will require prior permission from the Director General of the Guyana Civil Aviation Authority.
- 10.1.2. Where an aircraft operator intends to temporarily use an alternate site for landing a helicopter which is located away (within five nautical miles) from a licensed domestic aerodrome or away (within twelve nautical miles) from an international aerodrome, or at a park and or reservation designated or otherwise recognized by the State, or within the defined limits or boundaries of urban and congested areas, the aircraft operator or Pilot-in-Command will be required to obtain prior written permission from the Director General of Guyana Civil Aviation Authority.

NB. Prior arrangements must be made with ATC to facilitate landing and departure.

- 10.1.3. Except for inflight emergencies, the selection and use of any site for landing within the **prohibited areas** will require prior permission from the Government of Guyana which must be coordinated through the Director General of the Guyana Civil Aviation Authority.

10.2. Congested Areas

- 10.2.1. The defined lateral limits or boundaries of congested areas as defined and referenced by the Guyana Lands & Surveys Commission and the Central Housing & Planning Authority shall include:

- All villages and towns along the lower coastal plain from Skeldon to Charity.
 - Built-up areas along the banks of the Demerara River extending to Timehri along the East Bank, and Wales along the West Bank.
 - Inland and hinterland towns and built-up areas such as Linden, Bartica, Mahdia, and Lethem.
- 10.2.2. In accordance with Part 8.8.1.5 of the Guyana Aviation Requirement (Minimum Safe Altitudes: General), (a) except when necessary for take-off or landing **or by permission in writing from the Authority (GCAA)**, no person may operate an aircraft below the following altitudes:
- 2) Over any congested area of a city, town, or settlement, or over any open-air assembly of persons, an altitude of 300m (1,000 feet) above the highest obstacle within a horizontal radius of 600m (2,000 feet) of the aircraft.
 - 3) Areas other than as specified in sub-paragraph (2) above. An altitude of 150m (500 feet) above the surface, except over open water or sparsely populated areas where the aircraft may not be operated closer than 150m (500 feet) to any person, vessel, vehicle, or structure.
 - 4) Helicopters may be operated at less than the minimums prescribed in sub-paragraphs (2) & (3) above, provided they operate in a manner that is not hazardous to persons and property on the surface.

NB. In addition, the PIC of a helicopter shall comply with any routes or altitudes for the area that are prescribed for helicopters by the Authority.

10.3. Notification of Intention - Undesignated Location and Prohibited Area

- 10.3.1. Should an aircraft operator require to land at an undesignated location or within a prohibited area which is located in a congested area (urban area), the following permissions must be obtained, and conditions satisfied.
- 10.3.2. An application (See Appendix A) shall be made to the Director General of the Guyana Civil Aviation Authority or Director of Aviation Safety and Security Regulations at least twenty-four (24) hours prior to the planned commencement of the flight and must include the following particulars:
- Location of the site including map(s) and coordinates (WSG84).
 - Dimension of the proposed landing area/site.
 - Distance from the nearest building or obstacle.
 - If applicable, ownership of private land; or permission to use private area for landing or takeoff.
 - Justification to utilize the site/location for landing.

NB. Should the need arise, a request to conduct an urgent flight(s) and emergency flight(s) shall be made to the Director General or Director of Aviation Safety and Security Regulations at the earliest possible time.

- 10.3.3. Alternatively, should an aircraft operator require to land frequently at locations which are deemed to be undesignated locations or prohibited areas; or which are located in a congested area (urban area), aircraft operators may submit a list of the locations beforehand to the Authority for review and to obtain a one-off permission as per the particulars above.

NB. The list of the locations, once approved by the Authority, shall be subjected to an annual review, or may be updated from time to time. Appendix A shall not be applicable to the list of approved locations for landing.

- 10.3.4. On the contrary, should an aircraft operator require to land at an undesignated location which is NOT located in a congested area (urban area), ATC must be informed; however, prior permission from the Authority will not be required.
- 10.3.5. Where available or applicable, safety recognizance must be conducted by a ground safety coordinator to confirm that the area is cleared and safe to facilitate landing.
- 10.3.6. Application may be made in writing or via email. Approval, or denial of the application shall be communicated via email, or via letter from the GCAA.

NB. Approval of a request to land/operate into a restricted area withing Guyana is contingent on consultation with the Minister responsible for Civil Aviation or with the Office of the President (Government of Guyana).

- 10.3.7. The selection and use of temporary helicopter landing sites shall consider and ensure requirements pertinent to Final Approach and Take-Off (FATO) prescribed in ICAO Annex 14 Volume II are met.
- 10.3.8. For helicopter operation, the touchdown and lift-off areas shall be able to accommodate a circle with minimum diameter of '2 D' for the largest helicopter the area intends to serve.

NB. 'D' refers to the largest overall dimension of the helicopter when rotor(s) are turning measured from the most forward position of the main rotor tip path plane to the most rearward position of the tail rotor tip path plane or helicopter structure.

NB. Appendix A to this Advisory Circular contains the application form to apply for operating into a temporary landing site. This form will also be available on the GCAA's website (gcaa.org) under Publications – Forms.

10.4. Medical Emergencies and other Urgent Situations

In the event of inflight emergencies, response to medical emergencies, and other urgent situations, every effort shall be made as far as is practicable to give prior notice to the Director General or Director Air Safety and Security Regulations at the earliest possible convenience.

Where prior notice is not practicable, for example, in cases of inflight emergencies or enroute diversions in response to medical emergencies, notice of the operation shall be effected immediately following the completion of flight and arrival at Eugene. F. Correia or Cheddi Jagan International Airport.

10.5. State Operations and Military Charters

Certain categories of state operations such as search and rescue, law enforcement, and operations classified under military necessity will normally attract a waiver of the requirement to obtain prior approval from the Guyana Civil Aviation Authority.

11. Pilot Responsibility in Relation to Air Traffic Control Clearances

Air Traffic Control (ATC) Clearances are issued to pilots solely for expediting and separating air traffic and are based on known traffic conditions which affect safety in aircraft operation. Such traffic conditions include not only aircraft in the air and on the maneuvering area over which control is being exercised, but also any vehicular traffic or other obstructions not permanently installed on the maneuvering area in use.

The issuance of air traffic control clearances by air traffic control units constitutes authority for an aircraft to proceed only in so far as known air traffic is concerned. ATC clearances do not constitute

authority to violate any applicable regulations which are required for promoting the safety of flight operations or for any other purpose. Hence, neither do clearances relieve a Pilot-in-Command of any responsibility whatsoever in connection with a possible violation of applicable rules and regulations.

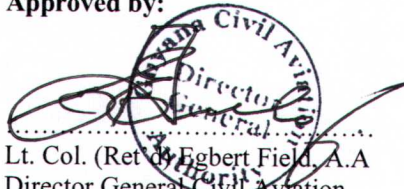
12.Failure to adhere to the requirements of this AC

All Aircraft Operators and aerodrome operators are required to comply with the requirements contained herein to ensure that helicopter operations are conducted safely at all times.

The Guyana Civil Aviation Authority reserves the right to take enforcement action for non-compliance with these requirements.

Failure to follow these requirements can result in the suspension of aircraft operation until adherence and compliance are met.

Approved by:


Lt. Col. (Ret.) Egbert Field, A.A.
Director General Civil Aviation
Guyana Civil Aviation Authority

APPENDIX A – APPLICATION FOR TEMPORARY HELICOPTER LANDING SITE/AREA

Application Information		
Region & Location/Facility Name		Date:
Facility Address (City/Village) & WGS 84 Coordinates (dd: mm: ss)		Official Use Only
Applicant/Operator Name	Name/Tele. No./Email	Approved <input type="checkbox"/> Rejected <input type="checkbox"/> Denied <input type="checkbox"/>
Date(s) of Flights	PIC Name	Authorizing Authority
Aircraft Registration and Type		Signature: Date:
Description of Activity		
I hereby certify that the location/facility meets the minimum standards for a temporary field landing. Applicant/Operator/Representative Designation & Signature		
Property Owner Name/Information/ Phone No. (If Applicable)	Permission granted to use as temporary helicopter landing site/area. YES <input type="checkbox"/> NO <input type="checkbox"/>	