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**GCAA
ADVISORY CIRCULAR**

**AIRWORTHINESS
AC NO: GCAA AC/AIR/006-R1**

**SUBJECT: MAINTENANCE
PROGRAMME &
CERTIFICATE OF
MAINTENANCE REVIEW**

DATE ISSUED: 01-07-2026
ISSUED BY: Director Aviation
Safety Regulation

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1. PURPOSE

This Advisory Circular (AC) provides information and guidance concerning an acceptable means of compliance with Regulation 13 and 15 of the Civil Aviation (Airworthiness) Regulations 2024 for the maintenance of aircraft and its equipment, and the issuance of Certificates of Maintenance Review (CMR).

2. RELATED LAWS/REGULATIONS/REQUIREMENTS

The Civil Aviation Requirements for Airworthiness 2024, 5.6 and 5.7.3.

3. EFFECTIVE DATE

This Advisory Circular affects all aircraft registered in Guyana and is effective August 01, 2026.

4. RELEVANT REFERENCES

- a. Regulation 13 and 15 of the Civil Aviation (Airworthiness) Regulations 2024.
- b. Requirement Part 5.6 and 5.7.3 of the Civil Aviation Requirements for Airworthiness 2024.
- c. Requirement Part 8 of the Civil Aviation Requirements for Operations 2024.

5. CONTACT INFORMATION

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6. AUDIENCE

This AC affects all owners and operators of aircraft registered in Guyana and also personnel who wish to register their aircraft in Guyana.

7. CANCELLATION

As of its effective date, this AC cancels Airworthiness AC #: 006 dated September 1, 2005.

8. CHANGES

To provide guidance with newly promulgated Regulations and Requirements.

9. MAINTENANCE OF AIRCRAFT

- a. In accordance with Regulation 13 of the Civil Aviation (Airworthiness) Regulations 2024, an aircraft registered in Guyana having been issued with a Certificate of Airworthiness (C of A), shall not fly unless:
 - i. The aircraft and equipment and radio station must be maintained in an airworthy condition by an Approved Maintenance Organization (AMO).
 - ii. The aircraft and equipment must be periodically inspected in accordance with the requirements of the Maintenance Programme approved by the Director General of Civil Aviation (DGCA).
 - iii. All Airworthiness Directives (ADs) issued by the state of manufacture of the aircraft must be complied with.
 - iv. All mandatory Service Bulletins (SBs) issued by the manufacturer of the aircraft must be complied with.
 - v. The aircraft is issued with a CMR at specified intervals in accordance with the Civil Aviation Requirements for Airworthiness 2024, and the aircraft Maintenance Programme (MP).
 - vi. All maintenance work done on the aircraft and its equipment must be issued with Certificates of Release to Service (CRS) in accordance with Regulations 14 of the Civil Aviation (Airworthiness) Regulations 2024, and recorded in the appropriate aircraft logbooks. Refer to Advisory Circular No. 007, dated 01-07-2026 for Certificate of Release to Service information.
- b. This Advisory Circular (AC) prescribes the procedures for approval of the Maintenance Programme and issue of Certificates of Maintenance Review in respect of such aircraft.
- c. For the purpose of this AC, the term "Maintenance Programme" means a document which describes the specific scheduled maintenance tasks and their frequency of completion and related procedures, such as a reliability programme, necessary for the safe operation of those aircraft to which it applies.
- d. In addition to the requirements of this AC, an aircraft shall not fly for the purpose of public transport unless the Operator is the holder of an Air Operator's Certificate and that the aircraft flies in accordance with the terms of that certificate.

10. APPROVAL OF THE MAINTENANCE PROGRAMME

- a. The applicant shall submit to the DGCA for approval, a Maintenance Programme (in duplicate, with one copy for retention by the GCAA.)
- b. For certain aircraft the Maintenance Programme may be based only on the traditional concepts, inspection, servicing, overhaul and replacements at specified periods (including manufacture's recommendations and information derived from operation of aircraft on the worldwide fleet). In such cases, the Maintenance Programme alone will normally be the means of compliance. In other aircraft, where other maintenance processes are applied e.g. statistical reliability programs which permit flexible adjustment of work content/inspection periods such programs shall also form part of the Maintenance Programme.
- c. As a guideline to the contents of Maintenance Programmes to be submitted to the DGCA for approval, reference should be made to Supplement One to this AC.
- d. In the case of a large transport aircraft, the MP may be limited to a simple document which includes the applicants reference number, an amendment list, reference to the basic check cycle, procedures for implementation of the Programme, standard procedures e.g. duplicate inspections, cross references to any reliability program and maintenance work cards and a list of any unprogrammed inspections which are required for the continued airworthiness of the aircraft e.g. hard landing, lightning strike, together with such other material as the DGCA may specify.
- e. DGCA approval of the MP will be notified to the applicant by an Approval Document. In preparation of the Programme, applicants will be required to have safeguards in place to ensure that:
 - i. The inspection period of any Airworthiness Directive which is consolidated into the Programme cannot be included in any maintenance check escalation without the approval of the DGCA.
 - ii. Maintenance, airworthiness inspections, etc., associated with the type design approval (usually known as Certification Maintenance Requirements) cannot be escalated without the approval of the DGCA. In considering an application for an increase in or variation of, such a requirement the DGCA will always consult the National Regulatory Authority of the State responsible for the primary Type Certification of the aircraft concerned. Certification Maintenance Requirements are usually contained in the Airworthiness Limitations Section of a Maintenance Manual prepared in ATA 100 format, but for older aircraft may be found in the Flight Manual or Type Certificate Data Sheet.
- f. After review of the Programme and the acceptance of any required amendments, the DGCA will allocate a reference number and issue an Approval Document, which will state the requirements for implementation of the Maintenance Programme, the requirements for certification of programmed maintenance inspections and their periodicity including any limitations which the DGCA may impose in relation to the completion of particular maintenance checks or such other limitations as he sees fit. It should be noted that division of Programmed maintenance checks into smaller units is not acceptable without the prior agreement of the DGCA.
- g. Any escalation exceeding that allowable under the approved maintenance programme will need to be authorized by the DGCA. Escalation shall be used after careful analysis of aircraft

history and its components. The operator shall have adequate procedures for invoking tolerances, and will require close monitoring to ensure that they do not conceal unsound maintenance, practices, maintenance program deficiencies or poor management decisions.

- h. In the approval of Maintenance Programmes, the DGCA will be prepared to give consideration to approval on a progressive basis, i.e. by approving maintenance checks to up to a certain level to allow time for a new start-up Operator to prepare maintenance data for the more significant maintenance checks.

11. CERTIFICATE OF MAINTENANCE REVIEW (CMR)

11.1 An operator shall not fly, or cause to be flown, an aircraft registered in Guyana unless is in force shall be subjected to a maintenance review at specified intervals, in accordance with the Approval Document in accordance with Requirement 5.7.3 of the Civil Aviation Requirements for Airworthiness 2024. A certificate of maintenance review shall be issued appropriately authorised certifying staff/LAME.

11.2 A CMR shall be issued after the signing engineer has at the time of review satisfied himself/herself in respect of the following aspects: -

- a. All maintenance specified in the approved MP has been carried out.
- b. All mandatory modifications and inspections have been complied with within the prescribed time periods.
- c. All the defects entered in the technical logbook have been rectified or deferred in accordance with the requirements of the aircraft approved Minimum Equipment List (MEL) or procedures approved by the Director General of Civil Aviation.
- d. All the required Certificates of Release to Service (CRS) have been issued in accordance with Regulations 14 of the Civil Aviation (Airworthiness) Regulations 2024.
- e. In the case of large AMOs, the DGCA will be prepared to consider procedures where the signatory to the CMR can be assisted in his investigations by subsidiary certifications made by the departments concerned e.g. planning, technical records, with the CMR signatory auditing the subsidiary investigations at his discretion. Such procedures will be subject to the inclusion of relevant requirements in the Maintenance Control Manual (MCM) or Maintenance Procedures Manual (MPM). Other AMOs will nominate senior Aircraft Maintenance Engineer to sign the CMR. The signatory shall have access to all Technical Records before the issue of the CMR.
- f. A CMR shall state that the Maintenance Review has been carried out in accordance with the Civil Aviation (Airworthiness) Regulations 2024, the date the Review was carried out, the due date for the next review, and the identity, including the authorization reference, of the AMO and certifying staff issuing the certificate. The CMR shall be issued in duplicate. One copy must be carried in the aircraft and the other kept elsewhere by the Operator for a period of 2 years after it has been issued.

The certificate shall be worded as follows:

CERTIFICATE OF MAINTENANCE REVIEW		
Name of Operator/AMO: _____	Location: _____	
Aircraft Type: _____	Nationality & Registration Mark: _____	
I hereby certify that the Maintenance Review of this aircraft and its equipment as is necessary for its continued airworthiness has been carried out in accordance with the regulations and requirements issued by the Authority.		
The next maintenance review is due: _____		
Signed: _____ (AME)	License/Approval No: _____	Date: _____

11.3 Intervals Between Issue of Certificates Of Maintenance Review

The CMR will be issued at intervals indicated in Requirement Part 5.7.3 of the Civil Aviation Requirements for Airworthiness 2024.

11.4 Persons Authorized to Sign/Issue Certificates Of Maintenance Review

The names of persons authorized to issue a CMR will be included in the MCM / MPM or referenced in the manual and kept separately for sake of convenience. A CMR shall be issued only by:

- a. The holder of an Aircraft Maintenance Engineer's License issued under the Civil Aviation (Personnel Licensing) Regulations 2024, being a license which entitles him to issue that certificate, or
- b. The holder of an aircraft maintenance engineer's license issued under the law of the country other than Guyana and rendered valid by the DGCA in accordance with the privileges endorsed on the license, or
- c. A person authorized by the DGCA to issue a certificate in a particular case and in accordance with that authority.
- d. An AMO can authorize an AME personnel qualified and competent on the type of aircraft, to issue the CMR in accordance with the procedures in the MCM / MPM under the Quality Control System in place.

12. RETENTION OF RECORDS

When all the relevant work has been carried out, a Certificate of Release to Service shall be entered in/attached to the appropriate logbooks and signed by the authorized persons. However:

- a. Where it is more convenient, the required particulars may be entered in a separate record, but an entry shall be made in the appropriate log book, containing a summary of the work carried out and a cross-reference to the document containing the CRS.
- b. Where an alternate record system has been agreed, the format and location of such certificates shall be in accordance with that agreement.

- c. CMRs shall be issued in duplicate. One copy shall be carried in the aircraft and the other shall be kept elsewhere than in the aircraft and preserved for a period of two (2) years from the date of the expiry of the period of validity of the certificate or for such periods as may be required by the DGCA.

Approved by:


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

SUPPLEMENT ONE TO THIS ADVISORY CIRCULAR

1. Maintenance Programme Document

This Supplement provides information on the minimum requirements to be satisfied for the approval by the DGCA of Maintenance Programmes in respect of aircraft registered in Guyana. Following review of the Programme, the DGCA will advise the applicant of any additional requirements to be satisfied.

1.1 The General Contents Of A Maintenance Programme

- a. The type/model and registration number(s) of the aircraft, engines and, where applicable, auxiliary power units and propellers.
- b. The name and address of the Operator.
- c. The Operator's reference identification of the MP, date of issue and issue number.
- d. A statement signed by the operator to the effect that the specified aircraft will be maintained to the Programme and that the MP will be reviewed and updated at regular intervals.
- e. Contents of document and a list of effective pages.
- f. Provision to record date and reference to approved amendments incorporated in the MP.
- g. Details of pre-flight maintenance tasks which are accomplished by maintenance staff and not included in the Operations Manual for action by flight crew.
- h. The tasks and periods (intervals/frequencies) at which each part of the aircraft, engines, APU's, propellers, accessories (kits), equipment, instruments, electrical and avionics (including radio) apparatus and associated systems and installations should be inspected, together with the type and degree of inspection.
- i. The periods at which items, as appropriate, should be checked, cleaned, lubricated, replenished, adjusted and tested.
- j. Details of specific structural inspections or sampling programs.
- k. Details of the corrosion control program.
- l. The periods at which overhauls and replacements by new or overhauled parts should be made.
- m. The periods and procedures for the collection of engine health monitoring data.
- n. A cross-reference to other documents approved by the DGCA which contain details maintenance tasks related to mandatory life limitations, Certification Maintenance Requirements and Airworthiness Directives (those inspection and modifications declared mandatory by the DGCA).
- o. Details of, or cross-reference to, any required reliability program or statistical methods of continuous surveillance.
- p. A statement that practices and procedures to satisfy the MP should be to the standards

specified in the Type Certificate holder's maintenance instructions plus those maintenance practices declared as mandatory by the DGCA e.g. Duplicate Inspections on disturbed flying and power plant controls.

- q. Unprogrammed inspections e.g. lightning strikes, hard landing, flying into severe turbulence, etc.

1.2 Maintenance Programme Basis

- a. Operators' aircraft MP should normally be based upon the Maintenance Review Board (MRB) Report, where available, and the Type Certificate holder's Maintenance Planning Document (MPD), together with any mandatory inspections or life limitations specified in the maintenance manual prepared in accordance with ATA 100.
- b. For newly certificated aircraft types, the DGCA will only approve MP, which are directly based on the MRB/MPD.
- c. For existing aircraft types it is permissible for the Operator to make comparisons with MP previously approved, but acceptance by the DGCA will be dependent upon the previous experience of, and proposed operations by, the aircraft Operator. In preparation of such program, the operator should take into account the aircraft/fleet utilization, cycles/landings, equipment fit and, in particular the experience of the AMO.
- d. Operators shall ensure that maintenance recommendations promulgated by the manufacturer of aircraft, engine, or other equipment in the form of Service Bulletins, Service Letters or other information means are evaluated and incorporated into the Maintenance Programme.
- e. Operators shall also review the MP on a periodic basis as referenced in the MCM to ensure its effectiveness for continued airworthiness of the aircraft or fleet of aircraft.

1.3 Preservation of Maintenance Programme Packages

All completed Maintenance Programme packages (work-packs) must be preserved in keeping with the Requirements directed by the DGCA.