



Subject: **Global Reporting Format
Implementation In Guyana**

Initiated By: Director
Aviation Safety
Regulation

DIRECTION TO All Aviation Operators

Reference Publications:

Amendment to International Civil Aviation Organization Annex 3, 6, 8, 11 & 14.

ICAO Document 4444 - PROCEDURES FOR AIR NAVIGATION SERVICES (Air Traffic Management)

ICAO Document 9981 - PROCEDURES FOR AIR NAVIGATION SERVICES (Aerodromes)

ICAO Document 10066 - PROCEDURES FOR AIR NAVIGATION SERVICES (Aeronautical Information Management)

ICAO Document 10064 - Aeroplane Performance Manual

Circular 355 - Assessment, Measurement and Reporting of Runway Surface Conditions

Applicability:

This **DIRECTIVE** is applicable to Air Operators, Aerodrome Operators & The Air Navigation Service Provider in Guyana.

Validity:

This **DIRECTIVE** is Effective from 4th November 2021 and remains valid until cancellation or revocation by the Director General of Civil Aviation.

Directive:

The Director General in the exercise of his powers and functions under Section 15 (4) of the Civil Aviation Act 2018, hereby issue **DIRECTION-**

- 1. In Accordance with Annex 3 — Meteorological Service for International Air Navigation**
 - 1.1 Special observations shall be made by all aircraft whenever runway braking action encountered is not as good as reported.
- 2. In Accordance with Annex 6 — Operation of Aircraft Part I, Part II**
 - 2.1 The pilot-in-command shall report the runway braking action via special air-report (AIREP) when the runway braking action encountered is not as good as reported.

- 2.2 An approach to land shall not be continued below 300 m (1 000 ft) above aerodrome elevation unless the pilot-in-command is satisfied that, with the runway surface condition information available, the aeroplane performance information indicates that a safe landing can be made.
- 2.3 All significant factors must be accounted for that may affect the performance of the aeroplane, including but not limited to: the mass of the aeroplane, the operating procedures, the pressure-altitude appropriate to the elevation of the aerodrome, the runway slope, the ambient temperature, the wind, and surface conditions of the runway at the expected time of use, i.e. presence of contaminants for landplanes, water surface condition for seaplanes. Such factors shall be taken into account directly as operational parameters or indirectly by means of allowances or margins, which may be provided in the scheduling of performance data or in the comprehensive and detailed code of performance in which the aeroplane is being operated.
- 2.4 **Landing.** The aeroplane shall, at the aerodrome of intended landing and at any alternate aerodrome, after clearing all obstacles in the approach path by a safe margin, be able to land, with assurance that it can come to a stop or, for a seaplane, to a satisfactorily low speed, within the landing distance available. Allowance shall be made for expected variations in the approach and landing techniques, if such allowance has not been made in the scheduling of performance data.
- 2.5 **Take-off.** The aeroplane shall be able, in the event of a critical engine failing at any point in the take-off, either to discontinue the take-off and stop within either the accelerate-stop distance available or the runway available, or to continue the take-off and clear all obstacles along the flight path by an adequate margin until the aeroplane is in a position to comply with *En route — one engine inoperative requirements*.
- 2.6 **Meteorological and operational observations by pilots.**
When meteorological conditions likely to affect the safety of other aircraft are encountered, they must be reported as soon as possible.
- 2.7 The pilot-in-command must report runway braking action when the runway braking action encountered is not as good as reported.

3. In Accordance with Annex 11 – Air Traffic Services (ATS)

- 3.1 ATS units must transmit, as soon as practicable, special air-reports to other aircraft concerned, to the associated meteorological office, and to other ATS units concerned. Transmissions to aircraft must be continued for a period to be determined by agreement between the meteorological and air traffic services authorities concerned or until the condition cease.

4. In Accordance with Annex 14 —Aerodromes, Volume I — Aerodrome Design and Operations

The philosophy of the runway condition report is that the aerodrome operator assesses the runway surface conditions whenever water, an operational runway. From this assessment, a runway condition code (RWYCC) and a description of the runway surface are reported which can be used by the flight crew for aeroplane performance calculations. This report, based on the type, depth and coverage of contaminants, is the best assessment of the runway surface condition by the aerodrome operator; however, all other pertinent information may be taken into consideration. See Attachment A, Section 6, for further details. The PANS-Aerodromes (Doc 9981) contains procedures on the use of the runway condition report and assignment of the RWYCC in accordance with the runway condition assessment matrix (RCAM).

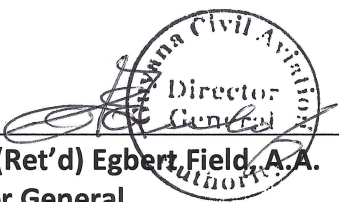
Design and Operations

- 4.1 The condition of the movement area and the operational status of related facilities shall be monitored, and reports on matters of operational significance affecting aircraft and aerodrome operations in order to take appropriate actions, particularly in respect to water, on a runway, a taxiway or an apron;
- 4.2 The following inspections shall be carried out each day:
 - a) for the movement area, at least once where the aerodrome reference code number is 1 or 2 and at least twice where the aerodrome reference code number is 3 or 4; and
 - b) for the runway(s), inspections in addition to a) whenever the runway surface conditions may have changed significantly due to meteorological conditions.
- 4.3 Personnel assessing and reporting runway surface conditions required shall be trained and competent to perform their duties.
- 4.4 The runway surface condition shall be assessed and reported through a runway condition code (RWYCC) and a description using the following terms:
Dry
Standing Water
Wet
- 4.5 Whenever an operational runway is contaminated, an assessment of the contaminant depth and coverage over each third of the runway shall be made and reported.
- 4.6 Information that a runway or portion thereof is slippery wet shall be made available. Notification shall be given to relevant aerodrome users when the friction level of a paved runway or portion thereof is less than the minimum friction level specified by the GCAA.
- 4.7 The surface of a runway shall be maintained in a condition such as to prevent formation of harmful irregularities.
- 4.8 A paved runway shall be maintained in a condition so as to provide surface friction characteristics at or above the minimum friction level specified by the GCAA.
- 4.9 Standing water, mud, dust, sand, oil, rubber deposits and other contaminants shall be removed from the surface of runways in use as rapidly and completely as possible to minimize accumulation.

- 4.10 Runway surface friction characteristics for maintenance purposes shall be periodically measured with a continuous friction measuring device using self-wetting features and documented. The frequency of these measurements shall be sufficient to determine the trend of the surface friction characteristics of the runway.
- 4.11 When runway surface friction measurements are made for maintenance purposes using a self-wetting continuous friction measuring device, the performance of the device shall meet the standard set out in TP 16 Assessment of Runway Surface.
- 4.12 Personnel measuring runway surface friction shall be trained to fulfil their duties.
- 4.13 The runway surface must be visually assessed, as necessary, under natural or simulated rain conditions for ponding or poor drainage and where required, corrective maintenance action taken.

Guidance on Runway Condition Reporting is found in GCAA AC # AGA 001 Aerodrome Pavement Report effective November 4, 2021

Signed:


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Director General
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