



GUERNSEY ADVISORY CIRCULARS (GACs)



GAC AIR-11

**AIRCRAFT
AIRWORTHINESS
REVIEW**



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Director of
Civil Aviation

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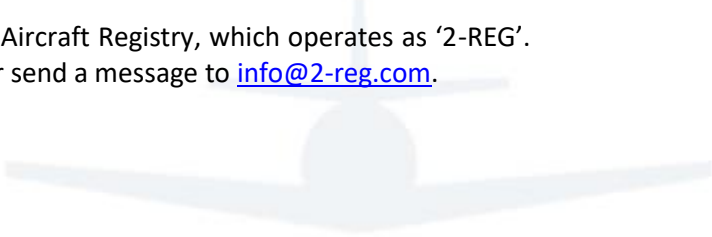
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Processing of applications will be done by the Guernsey Aircraft Registry, which operates as '2-REG'. For further information consult <http://www.2-reg.com> or send a message to info@2-reg.com.



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1 Purpose

This Circular provides information regarding the Aircraft Airworthiness Review (AAR) in support of a Certificate of Airworthiness (CofA), and guidance material designed to assist the applicant in compiling an AAR report, as required by the Director for the investigation and issue of CofA.

2 Related laws, regulations and requirements

This Circular relates to:

GAR Parts 21 and 39.

No rights can be derived from this document. For exact details please refer to The Air Navigation (Bailiwick of Guernsey) Law, 2012 (The Law). In case of conflict between this guidance document and the Law, the latter shall prevail.

3 Definitions

Definitions, in the context of this GAC shall have the meanings listed in GAR Part 1 (Definitions, Abbreviations and Units of Measurement).

4 Introduction

- 4.1 In order to certify that an aircraft conforms to an acceptable standard, a used aircraft, or one with an expired Export CofA, or at the Directors discretion, it may be necessary to investigate the aircraft's build, operational configuration, design and repair standard, and provide evidence to the Director. This evidence is normally in the form of a report, referred to as the Aircraft Airworthiness Review (AAR) report.
- 4.2 The AAR report is a collection of data concerning the status of the build standard and continued airworthiness of the subject aircraft that in conjunction with relevant supporting documents will assist the applicant and the Director in their assessment of the aircraft for the eligibility of the issue of a Certificate of Airworthiness (CofA).

5 Circumstances for an Aircraft Airworthiness Review

- 5.1 It is not suggested that an AAR report will be necessary for every CofA issued, it is merely one of the tools used, albeit considered the preferable method of demonstrating airworthiness to the 2-REG Designated Civil Aviation Safety Inspector.
- 5.2 New aircraft will typically be supported by production and certification data that precludes the need for an AAR report to demonstrate airworthiness, and include a declaration issued by the State of Design, for example an Export CofA, to document any particularities of the aircraft configuration.
- 5.3 Used aircraft require an AAR to support applications for the issue of a CofA, or Export CofA (where required); see GAC AIR-10.
- For an aircraft with a complex history, or where an aircraft has not been in service for an extended period, an AAR would be expected by the Director.
- 5.4 The AAR report should also include any applicable operational requirements.
- 5.5 The AAR report shall reflect the guidance material contained in this Circular and include information on compliance with the approved standard. Any deviations and exceptions to the approved standard should also be stated.
- 5.6 Note: GAR Part 21 provides details of the Type Approvals and Design Change Approvals acceptable to the Director.

6 Arrangements for conducting an Aircraft Airworthiness Review

- 6.1 Typically an organisation capable of conducting an AAR would be suitably approved to the requirements of EASA Part M Subpart G or Part CAMO or Part CAO. It may, however, be that other organisations or individuals are deemed capable to undertake such an exercise. For such persons it would be necessary to demonstrate to the Director either generically or in a specific circumstance that competent personnel, procedures and resources are available.
- 6.2 The Director shall review the arrangements made for the development of an AAR. As there are varied reasons for the need for an AAR, it follows that the scope of the review may also be varied to suit the circumstance. This scope will also feature in the acceptance of arrangements.
- 6.3 Per 4.1, there may be various reasons for carrying out an AAR so the scope may be varied according to the circumstance. The Director will review the scope of the AAR to satisfy himself that it is suitable for the respective application.

7 Aircraft Airworthiness Review Objectives

- 7.1 The aim of the AAR is to establish and document the airworthiness and certification status of the subject aircraft. The report should be designed to present sufficient data to the Director to support the application for the issue of a CofA.
- 7.2 Material evidence of the airworthiness status of the aircraft and its records should be reflected in the AAR report. The Director may not require the regeneration of aircraft records for the purpose of this report, but cross reference to, and/or copies of records shall be acceptable.
- 7.3 The AAR process should not be designed to rectify any findings. Any non-compliances in the report will be required to be addressed in a manner acceptable to the Director.

8 Aircraft Airworthiness Review Report Content

- 8.1 Whilst the AAR for a 2-REG aircraft and, for example, an Airworthiness Review for an EASA aircraft share similarities, an EASA approved organisation utilising the EASA review format will ensure the elements particular to each AAR are applied, and where necessary, amend their respective procedures.
- 8.2 The scope of the review may be varied by the organisation or individual drafting the report due to the specific aircraft's age, history, and condition,

which may necessitate additional supporting information to fully demonstrate continued airworthiness. The Director may also request additional information pertaining to the aircraft. In some circumstances, a reduced or specific scope of review may be acceptable thereby reducing workload, subject to the report meeting its primary objectives. Where it is seen that a varied scope of report would be appropriate, consultation with the Director should be supported with technical justification.

- 8.3 Appendix A provides guidance regarding the typical scope of an AAR report, albeit this should not be considered as exhaustive of all elements that may be addressed during a typical investigation.

9 Completion of an Aircraft Airworthiness Review Report

- 9.1 To ensure completion of an AAR report that meets the standard required by the Director, applicants may choose to adopt the Airworthiness Review Template, available at: www.2-reg.com/downloads
- 9.2 It is understood that organisations accustomed to conducting airworthiness reviews under other jurisdictions will likely have an established format for documenting their AAR reports. The Director does not object to organisations furnishing an AAR using their own proven formats, subject to the applicable requirements of GAR Parts 21 and 39 (and 8.1 above) being satisfied.
- 9.3 Whilst an AAR report shall conventionally accompany an application for a CofA (for the purposes of issue, or export), the report should be appended with other supporting materials to the respective CofA application; see GAC AIR-10.

Appendix A Aircraft Airworthiness Review Checklist

Part 1: Aircraft Records Review

Applicants may refer to the following checklist to guide the development of their own AAR report, which should expand and evidence each area and scope:

Item	Review area	Suggested scope	✓
1	Aircraft basic data	Details of aircraft, engine(s), propeller(s), APU, etc.	
2	Aircraft build standard	Review of TCDS, specific approvals (RVSM, EDTO, etc), deviations, noise and emissions standards, etc.	
3	Design Changes	List all major modifications / STCs, verify approval basis, certification, ICAs raised, etc.	
4	Service Bulletins (SB)	List all SBs embodied, identify any mandatory/recommended SBs not embodied.	
5	Repairs	List all repairs embodied, check approvals, acceptable damage, accident history, etc.	
6	Equipment fit / configuration	Review equipment installed; transponder coding, ELT registration, FDR/CVR control, etc.	
7	Aircraft Flight Manual (AFM)	Review AFM and supplements for currency and configuration.	
8	Mass & Balance	Review weighing report and mass & balance statement for currency and configuration.	
9	Aircraft Maintenance Programme (AMP)	Review AMP effectivity and currency, all scheduled maintenance controlled, LDND (due list) issued.	
10	Airworthiness Limitation Items (ALI)	Review for compliance with TCDS and correctly raised by AMP.	
11	Airworthiness Directives (AD)	List all applicable ADs to confirm each complied with, and any AMOCs.	
12	Instructions for Continued Airworthiness (ICA)	Review all applicable ICAs are properly controlled.	
13	Life Limited Parts (LLP)	Review LLPs are properly controlled, ensure correct release certification.	
14	Airworthiness records	Review maintenance work packs and log books for completeness, check tech log is properly controlled.	
15	Minimum Equipment List (MEL), if applicable	Review MEL for currency and configuration, check defects are properly controlled.	
16	Maintenance Certification	Current and valid. (Including storage checks and removal from storage).	

Appendix A Aircraft Airworthiness Review Checklist

Part 2: Aircraft Physical Inspection

Applicants may refer to the following checklist to guide the development of their own AAR report, which should expand and evidence each area and scope:

Item	Inspection area	Suggested scope	✓
1	Identification	Inspect aircraft and engine data plates, registration marks, fireproof plate, callsigns.	
2	Mandatory markings	Inspect exterior and interior placards; verify conformity with AFM and IPC.	
3	Fuselage; incl. doors, exits, and windows	Inspect condition; check for damage, repairs, (esp. RVSM areas) etc. Incl. probes, antennas, etc.	
4	Wings	Inspect condition; check for damage and repairs. Incl. control surfaces, de-ice boots, etc.	
5	Tailplane	Inspect condition; check for damage and repairs. Incl. control surfaces, de-ice boots, etc.	
6	Landing gear	Inspect condition; incl. wheels, tyres, brakes, and evidence of leaks, etc.	
7	Powerplant	Inspect condition; incl. engine(s), propeller(s), intakes, exhausts, cowlings, etc.	
8	Cargo compartments	Inspect condition; incl. security. Verify correct loading placards.	
9	Cockpit	Inspect condition; incl. instruments, windscreens, seats/harnesses, equipment, etc.	
10	Cabin	Inspect condition; incl. seats/harnesses, furnishings, etc. Check with ref to LOPA.	
11	Helicopter specific	Inspect all transmissions, rotor heads and blades. Inspect flotation equipment.	
12	Aircraft documents	Verify the aircraft documents are complete, AFM, tech log, MEL, etc are carried.	
13	Safety equipment	Verify complement with ref to the AFM, Operations Manual, and/or LOPA.	
14	Function checks	Check exterior lights, and interior emergency lighting. Check control surface operation.	
15	Component sampling	Verify LLPs installed are properly controlled by the AMP and tracking system.	



END