



**GUERNSEY  
ADVISORY  
CIRCULARS**  
(GACs)



**GAC 39-1**

**TECHNICAL  
CO-ORDINATOR**

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Guernsey Advisory Circulars (GACs) are issued to provide advice, guidance and information on standards, practices and procedures necessary to facilitate the application and processing of applications for services related to the Guernsey Aircraft Register.

They are not in themselves law or a regulation but may amplify provisions of the laws and regulations, including the Guernsey Aviation requirements, or provide practical guidance.

The definitive version of GACs is on the States of Guernsey website <http://www.cidca.aero/guernsey-aviation-requirements> which should be viewed to establish the latest issue.

Enquiries regarding the content of this publication should be addressed to the Director of Civil Aviation, Guernsey Airport, Airport Terminal Building, La Villiaze, Forest, Guernsey, GY8 ODS.

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](mailto:info@2-reg.com).

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## Revisions

<b>GAR Issue</b>	<b>Subject</b>
Issue 1	First issue
Issue 2	<ul style="list-style-type: none"><li>• Editorial changes</li><li>• In sections 5 and 6, replacement of '2-REG Aircraft Registry Manager' by '2-REG Head of Airworthiness'.</li></ul>



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## **1 - Purpose**

The purpose of this Guernsey Advisory Circular (GAC) is to provide information to Technical Co-ordinators and potential Technical Co-ordinators on:

- Qualification criteria;
- The Maintenance Control Manual.

## **2 - Related laws and regulations**

This GAC relates to:

- The Air Navigation (Bailiwick of Guernsey) Law, 2012 (ANL), section 7.
- Guernsey Aviation Requirements, sections 39.53, 39.55 and 39.57

## **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 – The concept of the Technical Co-ordinator**

According to section 7(1)(a) of the ANL, the aircraft's continuing airworthiness must be managed by a person or organisation approved in accordance with a maintenance programme under a maintenance control manual or equivalent document approved by the Director of Civil Aviation in relation to that aircraft.

Continuing airworthiness management includes all tasks that are done by or on behalf of an owner or operator to ensure continuing airworthiness. Such tasks include, but are not limited to, preparing a maintenance programme and supervising it is adhered to, arranging maintenance and supervising maintenance organisations, control of Airworthiness Directives, control of defects and ensuring design approvals for modifications and repairs.

The Guernsey Air Navigation Law provides for three ways of continuing airworthiness management:

- For aircraft with an MTOM of 2,700 kg or below, the owner is directly responsible for continuing airworthiness;
- For aircraft with an MTOM above 2,700 kg, the owner needs to either assign the control of airworthiness to:
  - an individual, called the Technical Co-ordinator; or

- an organisation, called a Continuing Airworthiness Management Organisation (CAMO).

Assignment of a CAMO is not required. However, if no CAMO is assigned, then for aircraft with an MTOM of 2,700 kg or above it is mandatory to assign a Technical Co-ordinator.

Requirements for a CAMO are codified in GAR 39 Subpart E.

Requirements for a Technical Co-ordinator are codified in GAR 39.53, 39.55 and 39.57 and further explained herewith.

## **5 – Granting of acceptance for a Technical Co-ordinator**

The Technical Co-ordinator will be accepted by the Director of Civil Aviation (DCA), following a nomination by the owner or operator of the aircraft and after determination that the nominee is suitable.

When the DCA or the 2-REG Head of Airworthiness as his delegate, considers a person that has been nominated fit for acceptance, this is confirmed by means of the issue of a Technical Co-ordinator acceptance. Such an acceptance is specific to a certain aircraft, as defined by type and serial number, and owner or charterer by demise.

## **6 - Qualification criteria**

Neither the Air Navigation Law nor the Guernsey Aviation Requirements contain qualification criteria for a Technical Co-ordinator, other than that GAR 39.53(a) says that the nominee shall be evaluated for his or her capability to perform the functions as per GAR 39.55 and GAR 39.57.

In order to determine whether a nominated person is suitable for the position of Technical Co-ordinator, the DCA or the 2-REG Head of Airworthiness as his delegate will review a Curriculum Vitae (CV) of the candidate. If the CV indicates that the candidate could possibly qualify, but lacks certain information, an interview may be held.

No fixed qualification criteria can be given for acceptance of a Technical Co-ordinator as this depends very much of the size and complexity of the aircraft and operation for which a candidate is nominated.

However, general guidance is as follows:

- The candidate must have sufficient experience and/or sufficient technical knowledge to be able to conduct all of the tasks listed in GAR 39.55 and GAR 39.57, as well as be able to compile a Maintenance Programme as required by GAR 39.61.
- The candidate must typically have at least 5 years of experience in one or more roles involving continuing airworthiness management tasks for aircraft of at least similar size and complexity as that for which acceptance is anticipated. This does not necessarily mean that he or she has exercised all the tasks listed in GAR 39.55 and 39.57.

## **7 – Maintenance Control Manual**

According to the Air Navigation Law, section 7(2), a Maintenance Control Manual means a manual established in respect of an aircraft describing how compliance with the approved maintenance programme and continuing airworthiness are ensured.

According to the Air Navigation Law, section 7(1)(a), the Technical Co-ordinator in his role as continuing airworthiness manager must maintain a Maintenance Control Manual (MCM) or equivalent. That document should contain details of:

- capability and scope of approval;
- the procedures for ensuring continuing airworthiness and compliance with the maintenance programme;
- maintenance arrangements for the aircraft;
- available facilities;
- any computer based systems and data to be utilised for the purpose of continued airworthiness management; and
- any subcontracted activities.

The Maintenance Control Manual, or equivalent, according to the Air Navigation Law, section 7(1)(a), must be approved by the Director of Civil Aviation.

**END**