

SUBJECT: TECHNICAL GUIDANCE MATERIAL FOR ACCEPTANCE OF A NON-TYPE CERTIFICATED AIRCRAFT MAINTENANCE SCHEDULE FOR HOLDERS OF A PART 96 OPERATING CERTIFICATE.

DATE: 26 August 2025

PURPOSE

This document provides industry guidance for the development of a Part 96 Maintenance Schedule as per Civil Aviation Regulations Part 44, Subpart 3.

1. APPLICABILITY

SA-CAR 44.03.1 provides maintenance requirements for Non-Type Certificated Aircraft and should be read in conjunction with this Technical Guidance Material.

The owner of a non-type certificated aircraft for which an authority to fly is required shall submit to the Director for acceptance, a Maintenance Schedule or document similar to Annex A in Document SA-CATS 44, for the aircraft.

A non-type certificated aircraft specified in regulation 24.01.1(1) and classified paragraphs (a) to (j) of regulations 24.01.1(2) shall be maintained in accordance with its accepted Maintenance Schedule in such a manner that it is airworthy at the commencement of any flight.

In the event that the aircraft is operated under Part 96, the Maintenance Schedule shall:

prescribe the ratings of an appropriately rated approved AMO, AME or Approved Person, rated in accordance with subpart 4 of Part 66.

specify any special conditions under which maintenance shall be carried out; and
be in the prescribed format.

All non-type certificated aircraft shall be maintained by or on behalf of its owner in such a manner that it is airworthy at the commencement of any flight.

Where the aircraft manufacturer or any approved organisation has issued maintenance instructions or guidelines, these instructions or guidelines shall be adhered to.

2. REFERENCES:

- i. SA-CAR 44.03.1
- ii. SA-CATS 44.03.1
- iii. SA-CATS 43.02.8
- iv. SA-CATS 44 Annex A
- v. General Notice # AIR-2019/005, Dated 21 October 2019

3. ABBREVIATIONS

ABBREVIATION	DEFINITION
AD	Airworthiness Directive
AW	Airworthiness
DCA	Director of Civil Aviation
E: ASO	Executive Air Safety Operations
LEP	List of Effective Pages
M: GAO	Manager: General Aviation Organisations
MS	Maintenance Schedule
NTCA	Non-Type Certificated Aircraft
SACAA	South African Civil Aviation Authority
SA-CAR's	South African Civil Aviation Regulations
SA-CATS	South African Civil Aviation Technical Standards
SB	Service Bulletin
SLA	Service Level Agreement
SM: GA	Senior Manager: General Aviation
TGM	Technical Guidance Material

4. ACCEPTANCE OF THE MAINTENANCE SCHEDULE

- 4.1. The Maintenance Schedule referred to in regulation 44.03.1 and which may be issued in separate parts, shall contain a description of the procedures to be followed, to the extent applicable, to ensure that:
- a. the aircraft is maintained in an airworthy condition.
 - b. the operational and emergency equipment, required for intended flight, is serviceable.
 - c. the authority to fly or special flight permit referred to in regulation 24.02.4, remains valid for each aircraft to which the maintenance schedule applies; and
 - d. in the case where an aircraft is operated in terms of Part 96, a description of the administrative and contractual arrangements between the owner and the person or persons approved to carry out maintenance on the aircraft is available.

5. FORMAT

TGM: Part 96 Maintenance Schedule	26 August 2025	Page 2 of 5
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- 5.1. The Maintenance Schedule shall contain or reference the following information:
 - a. A cover page containing owner's details and physical address, aircraft details and also the name of the person responsible for the Maintenance Schedule.
 - b. Maintenance tasks and the intervals at which these are to be performed, considering the anticipated utilisation of the aircraft.
 - c. When applicable, a continuing structural integrity program.
 - d. Procedures for changing or deviating from paragraphs above.
 - e. The document shall contain the following sections/pages:
 - i. Contents Page
 - ii. List of Effective Pages (LEP)
 - iii. Record of Amendments
 - iv. Acceptance signature block
- 5.2. The proposed Maintenance Schedule:
 - a. Must not conflict with any SACAA approved documentation.
 - b. May be equal to or more restrictive than manufacturer's instructions and SA-CAR's.
 - c. Must make reference to requirements of SA-CATS 44.03.1 (1)(d).

6. CONTENTS OF THE MAINTENANCE SCHEDULE

- 6.1. The Maintenance Schedule shall contain at least the following basic information:
 - 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 owner, operator.
 - c. A statement signed by the owner or operator to the effect that the specified aircraft will be maintained to the schedule and that the schedule will be reviewed and updated as required.
 - d. Contents / list of effective pages and the revision status of the document.
 - e. Maintenance tasks and the intervals at which these are to be performed, taking into account the anticipated utilisation of the aircraft.
 - f. Provisions to record the date and reference of accepted amendments incorporated in the Maintenance Schedule.

7. ACCEPTANCE OF MAINTENANCE SCHEDULE

- 7.1. The following section describes the procedures for the acceptance of the operator's aircraft Maintenance Schedule, and its subsequent amendments.
- 7.2. Application for acceptance of the Maintenance Schedule. The following documents shall be submitted to the Authority:
 - a. The proposed Maintenance Schedule.
 - b. A completed application form (CA 44-04) with owner's details.
 - c. Source documents as applicable.
 - d. The completed operator's Maintenance Schedule shall be submitted to the SACAA after being reviewed and signed off by the person responsible for quality control.
 - e. The initial Maintenance Schedule can be submitted to the SACAA by mail, at devkarans@caa.co.za, where after an Airworthiness Inspector will be assigned to review the document.

- f. When the operator submits a Maintenance Schedule, the SACAA will review and return findings to the operator within 30 working days as per the SLA.
- g. If there are deficiencies or non-conformances identified during the Maintenance Schedule review, the Airworthiness (AW) Inspector will compile a report. If the need arise the document will be discussed with the operator prior to returning the package.
- h. The operator will be issued an internal invoice at an hourly rate for the hours spent on the review of the Maintenance Schedule. Submissions of poor quality with multiple resubmissions may resultingly increase the costs of acceptance.
- i. Prior to issuance of the acceptance certificate, the Airworthiness Inspector will ensure that the operator has paid the invoice.

8. APPLICATION FOR AMENDMENT OF A MAINTENANCE SCHEDULE

- 8.1. The operator shall nominate a person who shall be responsible for the upkeep or control of the Maintenance Schedule, including ensuring that it is suitably amended where applicable following the regular review. The SACAA must accept all amendments prior to any amendments being implemented. A revision to the Maintenance Schedule may include:
 - a. Addition of tasks
 - b. Deletion of tasks
 - c. Modification of tasks
 - d. Changes in tasks frequencies
 - e. Changes to the list of aircraft subject to the Maintenance Schedule

DEVELOPED BY:		
SIGNATURE OF M: GA	NAME IN BLOCK LETTERS	DATE
REVIEWED & VALIDATED BY:		
	NEIL DE LANGE	26 AUGUST 2026
SIGNATURE OF SM: GA	NAME IN BLOCK LETTERS	DATE
APPROVED BY:		
	DEAN KHUMALO	26 AUGUST 2026
SIGNATURE OF E: ASO	NAME IN BLOCK LETTERS	DATE

END