



Namibia Civil Aviation Authority


Aviation Directive

Reference Number: 1/2/1-9

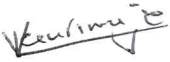

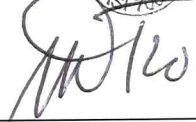


ANS Safety Oversight

June 2023

**MECHANISM FOR THE REVIEW AND ELIMINATION OF
DEFICIENCIES IDENTIFIED WITHIN THE FRAMEWORK
OF AFI
PLANNING AND IMPLEMENTATION OF REGIONAL
GROUPS
(APIRGs)**

 <p>NCAA NAMIBIA CIVIL AVIATION AUTHORITY</p>	<p>Namibia Civil Aviation Authority - Safety Division</p>	<p>AVIATION DIRECTIVE</p> <p>MECHANISM FOR THE REVIEW AND ELIMINATION OF DEFICIENCIES IDENTIFIED WITHIN THE FRAMEWORK OF AFI PLANNING AND IMPLEMENTATION REGIONAL GROUPS (APIRGs)</p>
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Approval

Edition Number/Version	Rev 0	Effective Date	June 2023	
	Position	Name	As signed	Date
Developed by:	Senior MET Inspector	Victor Kaurimuje		29 May 2023
Reviewed by:	Senior Manager	Sarafina Maxwanu		2 June 2023
Legal revision:	Chief Legal Counsel	Christoph Seimelo		8/06/2023
Checked and Recommended for Approval by:	General Manager: Safety	Ericsson Nengola		08/06/2023
NCAA Approval:	Executive Director of NCAA	Toska Sem		09/06/2023



1. Legal Authority

- 1.1. Pursuant to section 38 (6) of the Civil Aviation Act, "the Executive Director may issue an Aviation Directive ("AD") comprised of a permission, approval or procedure, or the imposition of a condition, restriction or prohibition which the Executive Director believes on reasonable grounds to be –
 - a. consistent with the objectives of applicable regulatory requirements, procedures, or documents; and
 - b. necessary and expedient to better achieve the objects of the Act".
- 1.2. This AD sets in place requirements for the review and elimination of deficiencies identified within the framework of AFI Planning and Implementation Regional Groups (APIRGS).

2. Background


- 2.1. There is currently no guidance in the regulations on the issue of the review and elimination of deficiencies identified within the framework of AFI Planning and Implementation Regional Groups (APIRGS), the Authority needs a legal mechanism to review and elimination of these deficiencies.

3. Purpose

- 3.1. This AD aims to provide the legal framework for the review and elimination of deficiencies identified within the framework of AFI Planning and Implementation Regional Groups (APIRGS).

4. Applicability

- 4.1 This AD applies to all Air Navigation Services providers in the Republic of Namibia certificated in terms of NAMCAR Part 170,171,172,173,174 and 179. The guidelines in this AD do not apply to military air navigation services.

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5. Effective Date

5.1 This AD will be effective from the date of publication until cancelled or superseded by promulgated relevant regulations or a revised substitution.

6. References

6.1 The following documents are referred to in this document:

- a. APIRG/25 report of 2022;
- b. Civil Aviation Act 6 of 2016; and
- c. Regional Air Navigation Plan (RANP).

7. Action Required

- 7.1 This mechanism for the review and elimination of deficiencies identified within the framework of APIRG will be accorded very high priority by the NCAA.
- 7.2 The NCAA in recognition of its responsibilities, for safe air navigation services undertake to increase its efforts in the review and elimination of air navigation deficiencies identified within the framework of APIRG.
- 7.3 The NCAA will keep a list of deficiencies that exists in the air navigation service provision in Namibia and adopt the necessary procedures for the collection of such information to identify, evaluate and classify deficiencies, assigning priorities patterned with the AANDD tool developed as a Uniform Methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies approved by the ICAO Council.
- 7.4 The representative(s) of the Authority (ANS Inspectorate), having attended APIRG meetings, shall submit the updated information or report to the Executive Director (ED), and the ED through relevant safety departments will coordinate



with the service providers concerned for the elimination of deficiencies in conformity with the AD.

7.5 The NCAA shall intensify its efforts in dealing with deficiencies with a higher focus on prioritization and monitoring of corrective actions taken by the service providers responsible.

7.6 Furthermore, at the ICAO Regional level the AFI Air Navigation Deficiencies Data Base (AANDD) tool, which have been developed to support the management of Air Navigation Deficiencies by ICAO will be used by the NCAA focal points to notify ICAO Regional Office on the deficiencies.

7.7 For the purpose of this AD, the definition of deficiencies is as follows:

A deficiency is a situation where a facility, service or procedure does not comply with a regional air navigation plan approved by the Council, or with related ICAO Standards and Recommended Practices, and which situation has a negative impact on the safety, regularity and/or efficiency of international civil aviation.


8. OBJECTIVE

8.1 The main objective of this AD is to provide for a systematic approach to the management of deficiencies in the provision of Air Navigation Services in the Republic of Namibia, by detailing the procedures to be followed by the Authority and the service providers.

8.2 It is also the objective to define the responsibilities and obligations of the parties involved in the management of air navigation deficiencies.

9. OVERSIGHT PROCEDURES FOR THE REVIEW AND ELIMINATION OF DEFICIENCIES

9.1 The NCAA having received reports from APIRG meetings shall implement a modified ICAO approved Uniform Methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies as follows:

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- (i) Verification or validation
- (ii) Assessment and Prioritization
- (iii) Review of Action Plans
- (iv) Monitoring of follow-up actions
- (v) Elimination of Deficiency and removal from the List

10. PROCEDURE

(1) Verification or validation

The NCAA must carry out a check of the noted deficiency against the requirements of ICAO SARPs and the Regional Air Navigation Plan (ANP).

(2) Assessment and prioritization


Evaluation of the effect on:

- (i) Safety
- (ii) Efficiency
- (iii) Regularity

(3) Assignment of priority by the ANS Inspectorate

- (i) A general guideline would be to have three levels of priority organized on the basis of safety, regularity and efficiency assessment as follows:

(a) “U” priority - Urgent requirements having a direct impact on safety and requiring immediate corrective actions.

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Urgent requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered by NCAA necessary for air navigation safety.

(b) “A” priority – Top priority requirements necessary for air navigation safety.

Top priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is necessary for air navigation safety.

(c) “B” priority – Intermediate requirements necessary for air navigation regularity and efficiency. Intermediate priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation regularity and efficiency.

- (ii) In the event of serious cases of deficiencies, the ANS Inspectorate must notify the Executive Director (ED) as a matter of priority.
- (iii) Service providers concerned must be notified by the ANS Inspectorate on the deficiencies with recommendations or possible to be undertaken.
- (iv) Service providers, upon receipt of the ANS Inspectorate assessment, will develop an action plan appropriate to the ANS Inspectorate recommendations detailing among others, the corrective action plan that will be taken in the rectification or elimination of such deficiencies.

(4)Review of Action Plans

- (i) The ANS Inspectorate must provide advice on the Action Plans submitted by the Service Providers, if necessary.
- (ii) The deficiencies must be recorded in the NCAA Safety Database.

(5)Monitoring of Follow-up Actions



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- (i) ANS Inspectorate must report on the progress of Action Plans to the ED.
- (ii) ANS Inspectorate must conduct annual assessment on the status of deficiencies, if still present.
- (iii) ANS Inspectorate must submit assessment report to the ED.

(6) Elimination of Deficiency and Removal from the List

- (i) Service providers must follow their action plans for the rectification or elimination of such deficiencies.
- (ii) ANS Inspectorate must validate the action taken by the service providers.
- (iii) Deficiencies status shall be updated following actions taken and validations made in (i) and (ii).
- (iv) The ED must recommend to ICAO Regional Office removal from the list of deficiencies.

11. RESPONSIBILITIES OF THE PARTIES INVOLVED

(1) ANS Inspectorate

- (i) The ANS Inspectorate must be pro-active in collecting information on deficiencies for keeping the NCAA Safety database up to date.
- (ii) One of the primary functions of the ANS Inspectorate is to assist service providers in the resolution of air navigation deficiencies.
- (iii) ANS Inspectorate, to the extent practicable, establish regular correspondences with and perform regular visits to service providers to assist in the rectification of deficiencies. These visits which shall be result oriented and shall also be used to identify other deficiencies for subsequent review.

(2) Service Providers

- (i) Service providers upon receipt of the notification of deficiencies from the ED shall review, validate and comment on, and where actions have already been taken,



provide the necessary details to the list of identified deficiencies, assessed and prioritized by the ANS Inspectorate.

- (ii) Service providers must develop an action plan detailing, among others, the corrective action plan that shall be implemented in the rectification or elimination of such deficiencies.
- (iii) Service providers must respond promptly to the deficiencies identified so that the necessary details can be provided to the Safety's working groups for deliberations and necessary actions.
- (iv) The information provided through this AD may include:
 - (a) A description of the deficiency;
 - (b) Safety Risk Assessment;
 - (c) Possible solutions;
 - (d) Timelines;
 - (e) Responsible party;
 - (f) Agreed action to be taken; and
 - (g) Report on actions already taken.

(3) Users

- (i) Aviation organizations, in their capacity as users of air navigation facilities, must provide a list of deficiencies on a regular basis to the NCAA for validation and action.
- (ii) Aviation organizations, as one of the sources in highlighting deficiencies, may provide assistance in the verification of remedial actions taken by service providers, once the NCAA has completed the necessary review and assessment process.

12. AIR NAVIGATION MEETING TO SUPPORT THE RESOLUTION OF DEFICIENCIES



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- (i) APIRG, as the only coordinating body in Africa and Indian Ocean region for all activities conducted within ICAO concerning the air navigations systems, meets at regular intervals. One of its terms of reference is to, among others, identify specific problems in the air navigation field and propose in appropriate forms, actions aimed at solving these problems. Working papers on deficiencies form part of the core papers and are required to be presented at each meeting of APIRG.
- (ii) APIRG reviews deficiencies in the air navigation field and develop recommendations for remedial actions.
- (iii) To ensure effective implementation of this mechanism, service providers, users and ANS inspectorate must be fully committed to these mechanisms through participation in various APIRG meetings.

13. OTHER MECHANISMS FOR THE RESOLUTIONS OF DEFICIENCIES

- (i) Various safety working groups and task force meetings such as the SSP steering committee, National Airspace Committee and the Internal Safety Working groups will be utilized to discuss matters related to identification and elimination of deficiencies.
- (ii) Audits, inspections and surveys to be conducted by the ANS Inspectorate must be taken as an opportunity to address the issues of deficiencies.

14. ENFORCEABILITY OF THE DIRECTIVE

This AD is enforceable to all Air Navigation Services Provider from the 90 days following the date of publication of the directive.

Issued by

Toska Sem

Executive Director

