



Namibia Civil Aviation Authority

Aviation Directive

Reference Number: 1/2/1-2

Personnel Licensing

December 2020

**COVID-19 Arrangements Post-State of
Emergency: Aviation Documents**



Namibia Civil Aviation Authority

**AVIATION DIRECTIVE
COVID-19 Impact on NCAA
(Additional Safety measures)**

DATE AMENDED 18 DECEMBER 2020

1. AVIATION DIRECTIVE (AD)

- 1.1 The AD NCAA/007/2020, dated 22nd June 2020 and AD NCA A/1/2/1-1 dated 01 October 2020, issued by the Interim Executive Director in terms of section 38(6), read with sections 67(3) and 68, of the Civil Aviation Act, (Act no. 6 of 2016), is herewith replaced with effect from 18 December 2020.
- 1.2 This AD addresses the validity of aviation documents which were affected during the State of Emergency and are still likely to be affected for the foreseeable future.

2. EFFECTIVE DATE

This AD shall come into force on the 18th December 2020 and remain in force from the date of issue until further notice.

3. APPLICABILITY AND OPERATIONS - ALL AVIATION DOCUMENT HOLDERS

- 3.1. NCAA herewith notifies the Aviation Industry that normal NCAA operations have commenced from the end of the State of Emergency.
- 3.2. Aviation document holders should note that the validity periods for aviation documents as provided for under the State of Emergency ended on 30th September 2020, and any further extended validity period of such documents will only be considered on a case by case basis, in accordance with the arrangements in 3.4 and 3.6 below.
- 3.3. Aviation documents referred to in 3.2 above are listed below:
 - 3.3.1. Aviation medical certificates;
 - 3.3.2. Certificates of Airworthiness, Special Flight Permits and Experimental Permits;
 - 3.3.3. Certificates of Registration;
 - 3.3.4. Air Operator Certificates;
 - 3.3.5. Aircraft Maintenance Organisation Certificates;
 - 3.3.6. Aviation Recreation Organisation Certificates;

1/2/1-2

2

21 December 2020

- 3.3.7. Aviation Training Organisation Certificates;
- 3.3.8. Aviation security document holders;
- 3.3.9. Air Traffic Unit Approval Certificates; and/or
- 3.3.10. Aerodrome Licenses, Registrations and Approvals.

3.4. In cases where the air operators' has proven to the NCAA that flight crew cannot travel to countries to make use of approved simulators, based on Covid-19 travel restriction, and based on safety and economic considerations cannot conduct the operator specific training and testing on the actual aircraft (i.e. recurrency training and OPCs); the following action is required:

3.4.1. A risk assessment shall be completed by the Operator and submitted to the relevant aviation safety inspector in Flight Operations Department for review.

3.4.2. The risk assessment shall recommend an alternate means of achieving an equivalent safety and proficiency standard in the manner contemplated by Part 3.04 of the NAMCARS; and must be signed-off by the Accountable Manager and Head of Training concerned.

3.4.3. Once submitted the risk assessment will be evaluated and if accepted as an alternate means of compliance with the requirements of NAMCARS 121.03.6 (2), 127.03.6 (2), 135.03.7 (2); an acceptance letter will be issued to the operator granting approval for 1 validity period.

3.5. Despite paragraph 3.2, validity dates of aviation documents listed below is extended until the 31st of March 2021, provided in the case of license holders for which a valid aviation medical certificate is required, the license holder holds a valid aviation medical certificate issued or validated in terms of part 67 of the Namibian Civil Aviation Regulation, please note the recency requirements as prescribed in NAMCAR Part 91, 121, 127 and 135 remains in place and applicable.

3.5.1. The documents referred to in 3.5 are:

- 3.5.1.1. Pilot license Ratings;
- 3.5.1.2. Flight Engineer license;
- 3.5.1.3. Cabin Crew license Ratings;
- 3.5.1.4. Air Traffic Service license Ratings;
- 3.5.1.5. Aircraft Maintenance Engineer licenses; and
- 3.5.1.6. Letters of Designation for Flight Examiners

3.6. In cases where pilots and cabin crew cannot travel to countries to make use of approved simulators; and based on safety and economic considerations cannot conduct license renewals and proficiency tests on the actual aircraft before the date indicated in 3.5, the following action is required:

3.6.1. A risk assessment shall be done by the pilot/cabin crew (or by the air operator for the affected pilots) and submitted to Personnel Licensing Department for review

3.6.2. The risk assessment shall recommend an alternate means of achieving an

equivalent safety and proficiency standard and must be signed by the Pilot/Cabin Crew or the Accountable Manager in the case of an Air Operator submission.

3.6.3. Once submitted the risk assessment will be evaluated and if accepted as an alternate means of compliance with the requirements of NAMCARS 61 or 64, as applicable, a rating renewal may be issued to the pilot/cabin crew for a period not exceeding 1 validity period.

3.7. Candidate who could not complete their theoretical examination required for the issuance of a Nam

3.8. ibian Pilot, ATS, Cabin Crew and AME licenses, in the stipulated time frame, due to the Covid lockdowns must apply in writing to the NCAA to be considered for an extension of such examination credits. Extension of examination credits will not be granted beyond the 31st of March 2021.

3.9. Clients will be allowed access to all areas within the NCAA, however, they have to strictly comply with the regulations regarding disinfection, social distancing and the wearing of face masks, as prescribe in the applicable regulation pertaining to Covid-19. public heath regulation.

ISSUED BY:



Gordon Elliott
INTERIM EXECUTIVE DIRECTOR

DATE:

18 Dec 2020

