



Amendment of AVIATION DIRECTIVE
NCAA/002/2020
COVID-19 Impact on NCAA Safety &
Security Operations during State of
Emergency and related Lockdown period
(March-June 2020)



Namibia Civil Aviation Authority

**AVIATION DIRECTIVE
(Amendment)
COVID-19 Impact on NCAA**

ISSUE DATE 7 May 2020

1. AVIATION DIRECTIVE

The Aviation Directive NCAA/002/2020 issued by the Interim Executive Director in terms of section 38(6), read with sections 67(3) and 68, of Namibian Civil Aviation Act, Act 6 of 2016, dated 18th April 2020, is herewith amended with effect from 7 May 2020

2. EFFECTIVE DATE

This directive shall come into force on the 7th May 2020 and remain in force from the date of issue until further notice.

3. APPLICABILITY - ALL AVIATION DOCUMENT HOLDERS

3.1. Normal operational requirements were not possible for the NCAA during the Proclamation of the State of Emergency and the related lockdown period up to 4th May 2020. (Cf. AD/001/2020 dated 27th March 2020.)

3.2. With the Proclamation of Stage 2 of the State of Emergency for Namibia on the 4th May, effective from the 5th May until the 1st June 2020, (Cf. GG 7203 dated 4th May 2020) some regulatory requirements for the renewal of Aviation Documents can still not be met by aviation document holders due the restriction on international and over border travel.

3.3. Current aviation document holders should note that:

3.3.1. The validity period of aviation documents that were in the process of being renewed, but could not be completed before lockdown and/or Stage 2, will expire on 30th of June 2020.

3.3.2. The validity period of aviation documents that expired during the lockdown and/or Stage 2 period, will expire on 30th June 2020. Affected document holders are required to make renewal applications by the latter date. With receipt of the aforesaid application the validity period of the aviation documents in this case will expire on 15th July 2020 (i.e., to allow processing of applications by this date).



3.3.3. Aviation documents to which this Directive applies from its effective date (i.e. 7th May 2020) remains the same as those listed in Directive NCAA/001/2020, with the exception of:

- (i) Certificates of Registration;
- (ii) Certificates of Airworthiness; and
- (iii) Experimental Certificates and Special Flight Permits issued to Microlight and Non Type Certified Aircraft.

3.3.4. Holders of certificates/permits listed in 3.3.3(i) to (iii) must apply for the renewal of these documents in accordance with paragraph 3.6 below.

3.4. Considering the restriction on social distancing as required in the health directives in GG 7189 dated 23 April 2020 all Crew Resource Management-, Dangerous Goods-, Standard Emergency Procedures Training- and Operator Proficiency Check-, Line Orientated Flight Training- and Route Check-Certificates expiring at or before 30 August 2020 shall be considered to be valid until 30 September 2020.

3.5. Irrespective of the dates of validity issued in 3.3 above, where possible, clients are encouraged to consider making arrangements to renew their aviation documents in those instances where renewal requirements can be met.

3.6. Applications for the issuance and renewal of aviation documents can again be made to the NCAA as from 12th May 2020. Please note that:

3.6.1 the NCAA will only be open to the public for this purpose weekly from Tuesdays to Thursdays.

3.6.2 Applications must be dropped off at the reception desk of the NCAA for the attention of the respective department and will be attended to in 7 days from receipt.

3.6.3 When ready, clients will be advised to collect their aviation documents from the reception desk.

3.6.4 Enquiries on progress can be made telephonically with the Senior Manager of the respective department. (See Aviation Directive NCAA/001/2020) for contact details.)

3.7. Clients are discouraged from visiting NCAA staff; however, where this cannot be avoided, the client must wear an acceptable face mask and meet social distancing and sanitizing requirements in terms of the aforementioned health



directives. Clients will only be allowed to enter the building (beyond the reception area) on the days stipulated in 3.6.1 above with a confirmed appointment and will be collected at reception by the NCAA staff member for purposes of the appointment.

3.8. Where clients cannot meet the regulatory requirements for the renewal of their aviation documents during Stage 2 of the State of Emergency, the respective client is required to notify the NCAA of this, including the reasons for not being able to meet the requirements. The NCAA would guide clients affected by this situation on a case by case basis and, where necessary, with respect to Alternative Means of Compliance that can be affected.

3.9. Aviation examinations for Pilots and Aircraft Maintenance Engineers will commence on 12th May 2020. Candidates must submit applications for an examination electronically or, alternatively, drop the applications off at the reception desk. Candidates will be informed of the examination date via email. In accordance with the health directives candidates are required to wear acceptable face masks, use sanitizers and comply with social distancing measures. Failure to adhere to these measures will lead to persons being refused entry into the examination room.

3.10. NCAA inspectors will commence their oversight (including surveillance) activities within Namibia also during Stage 2 and subsequent stages of the State of Emergency.

3.11. ADDITIONAL MEASURES:

3.11.1 Oversight compliance will be required in terms of Reg. 5 of the (Stage 2) State of Emergency regulations as it pertains to Aerodromes (Airports) & aircraft. (Cf. AIC 14/20 dated 7th May 2020 for further details.)

3.11.2 Overflights and Landing Clearances - only flights overflying Windhoek FIR and exempted flights such as Medical flight, Humanitarian Assistance repatriation and/or Cargo flights will be processed provided applications have been submitted in accordance with NOTAM A0193/20 with the accompaniment of all prescribed pre-authorisations.



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