

1. Reference is made to your e-mail addressed to the Executive Director of the Namibia Civil Aviation Authority (NCAA) on the above captioned subject. As directed by the Executive Director, please be advised that subject to custom clearance, NCAA welcomes the operations of Remotely Piloted Aircraft Systems in Namibia. Find attached an application form to assist in progressing your approval and in responding to your queries.

2. Please be advised that all efforts would be made to consider your request under the current regulatory framework contained in the Namibian Civil Aviation Regulations NAMCARS Part 101 providing for the operations of remotely piloted aircraft system (RPAS) called commonly "Drones" in Namibia. The regulations has been evolving worldwide, the NCAA is also revising the current provision of the regulations to cater more comprehensively and distinctly for Commercial operations/Corporate/ Aerial work and Private operations. **As it stands, in compliance of NAMCARS 101.001, No person shall, without the prior approval of the Executive Director and under such conditions which the Executive Director may determine, operate a kite or a remotely piloted aircraft**

(a) higher than 150 feet above the surface;

(b) within a published controlled zone, air traffic zone or air traffic area;

(c) closer than five nautical miles from the boundary of an aerodrome

3. In addition to the above, please find below additional safety provisions, being now considered by the NCAA, during operations of remotely piloted aircraft systems (RPAS)

(a) not operate in weather conditions that do not allow unobstructed visual contact to be maintained with the RPAS by other airspace users and by the operator;

(b) not operate in controlled airspace, except by the holder of remotely air operator certificate - Commercial Operations) - (ROC) under specified operating conditions and limitations, and as approved by the Director in the operator's Operations Manual; This provision will only be applicable for RPAS undergoing the air operator certificate process for commercial operations;

(c) not operate within 5 nautical miles of any restricted area;

(d) not fly over an assembly of people;

(e) not operate closer than the 50 metres to any person or property (vehicles, vessels or structures), roads that is not under the control of the person operating the aircraft;

(f) not use a public road as a place of landing or take-off of an RPA, except when involved in civil defense or law-enforcement operations, with a proper authorisation, and provided that at all times reasonable care is taken to ensure the safety of persons and property on the ground;

(g) not operate in a negligent or reckless manner so as to endanger the safety of any person, property or other aircraft in the air or on the ground;

(h) no object or substance shall be released, dispensed, dropped, delivered or deployed from a RPAS except by the holder of an ROC and as approved by the Director in the operators 'Operations Manual;

(i) not operate within 5 nautical miles of gazetted National Parks or Game Reserves unless approved for the specific flight or series of flights by the Director and the relevant national agency;

(j) not operate the RPA outside visual line-of-sight unless specifically approved by the Director;

(k) report any accidents, incidents or airspace violations without unreasonable delay to the Director and in any case not later than 72 hours after the occurrence;

(l) not carry dangerous goods as cargo, except by the Holder of an ROC and as approved by the Director in the operation manual;

(m) not operate across the territory of another State, without special authorisation issued by the Director and by the appropriate authorities of the other State.

4. In order to meet the regulatory requirements NAMCARS 101.00.2, prior authorisation of Remotely Piloted Aircraft System (RPAS) / Letter of Approval (RLA) is required. An application for the issuing of Letter of Approval (RLA) shall be made to the Director on the appropriate form . As indicated above, I have attached an application form to be filled. Please send the form, with attached cover letter addressed to the Executive Director, outlining the purpose of the application with a full description and duration of the intended operations together with any other information that you might consider to be helpful in support of the application. The following could be attached:

- . A map indicating proposed areas of operations and co-ordinates and other information listed below that can be evaluated
- . A Risk Assessment and Safety Management plan for intended operations;
- . Documentation regarding the standard to which the remotely piloted aircraft system was designed or equivalent documentation that demonstrates a level of safety or system safety acceptable to the Director of the proposed operation ;
- . Insurance Liability for any damage to third parties resulting from the operation of the RPAS (Insurance should be current and valid in Namibia);
- . Any additional documents the Director considers necessary to ensure that the intended operations will be conducted safely;

5. When the approval is granted by NCAA , following the internal review of your application, you shall also ensure of carrying at the time of operation, evidence of prior written approval by the persons, organisations or authorities exercising lawful jurisdiction over the affected area or activity, if applicable.

6. Please also be advised, as part of the NCAA safety oversight activities, Non- Compliance with regulations and directives for remotely piloted aircraft operations in Namibia will be investigated and operators found to be in breach may be subject to enforcement actions. In addition, in the interest of flight safety, the NCAA may at any time cancel, suspend or revoke any Approvals/Authorizations or Certificate already granted.

7. Once again, please be ensured that all efforts would be made to assist you in your prospective application for your intended operations within the regulatory and safety framework. Please do not hesitate to call the Office/ Chief Flight Operations Section (Tel) +264 61 70 21 54| (Cell) +264 81 339 4814, or Captain Christopher Gundu (Tel) + 264 61 702 239| (Cell) +264 81 714 4931 our Expert Flight Operations in the Flight Operations Section supervising the RPAS Operations and Development or Captain Michael Schubert , Flight Operations Inspector / Desk Officer in the Flight Operations Section for RPAS (Tel) +264 61 702 239 (Cell) +264 81 124 1672

8. We will be awaiting for your filled application form with relevant information attached. Thank you in advance.