

*Statutory Instrument No. 103 of 2021*

**CIVIL AVIATION AUTHORITY ACT**  
(Cap. 71:01)

**CIVIL AVIATION (CERTIFICATION OF AIR NAVIGATION  
SERVICES PROVIDERS) REGULATIONS, 2021**  
(Published on 3rd December, 2021)

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SCHEDULE

IN EXERCISE of the powers conferred on the Minister of Transport and Communications by section 89 of the Civil Aviation Authority Act, the following Regulations are hereby made

PART I  
*Preliminary Provision*

- |                |  |
|----------------|--|
| Citation       | <b>1.</b> These Regulations may be cited as the Civil Aviation (Certification of Air Navigation Services Providers) Regulations 2021.  |
| Interpretation | <p><b>2.</b> In these Regulations unless the context otherwise requires —</p> <p>“advisory space” means an air space of defined dimensions or designated route within which air traffic advisory service is available;</p> <p>“aerodrome” means a defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft;</p> <p>“aeronautical information service (AIS) ” means a service established within the defined area of coverage responsible for the provision of aeronautical data and aeronautical information necessary for the safety, regularity and efficiency of air navigation;</p> <p>“aeronautical service providers” means a service established within the defined area of coverage responsible for the provision of aeronautical data and aeronautical information necessary for the safety, regularity and efficiency of air navigation;</p> <p>“aircraft” means any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth’s surface;</p> |

- “air navigation services” means one or more of the following services provided for air navigation —
- (a) air traffic services;
  - (b) instrument flight procedure design (IFPD) services;
  - (c) AIS;
  - (d) aeronautical cartographic services;
  - (e) aeronautical telecommunication services; and
  - (f) meteorological service for air navigation.
- “air navigation services facility” means any facility used, available for use, or designed for use in aid of navigation of aircraft, including airports, landing fields, any structures, mechanisms, lights, beacons, marks, communicating systems, or other instruments or devices used or useful as an aid to the safe taking off, navigation, and landing of aircraft and any combination of such facilities;
- “air navigation services provider” means an independent entity established for the purpose of providing one or more of the air navigation services in terms of these Regulations;
- “air traffic” means all aircraft in flight or operating on the manoeuvring area of an aerodrome;
- “air traffic control service” means a service provided for the purpose of:
- (a) preventing collisions —
    - (i) between aircraft, or
    - (ii) on the manoeuvring area between aircraft and obstructions;or
  - (b) expediting and maintaining an orderly flow of air traffic;
- “air traffic control unit” means a generic term meaning an area control centre, an approach control unit or aerodrome control tower;
- “air traffic service” means a generic term meaning a flight information service, an alerting service, an air traffic control service area control service, approach control service or aerodrome control service;
- “approach control service” means air traffic control service for arriving or departing controlled flights;
- “authorised person” means any person authorised by the Authority either generally or in relation to a particular case or class of cases and any reference to an authorised person includes reference to the holder for the time being of an office designated by the Authority;
- “certificate” means the certificate for the provision of Air Navigation Services issued by the Authority under Part II of these Regulations;
- “designated service provider” means a person or organization designated by the Authority to provide services in accordance with these regulations;
- “factory acceptance test” means a formal test and inspection work process that is performed on the system or facility at the factory to ensure that the system or facility is fully functional as per specifications prior to delivery site;
- “manoeuvring area” means a part of an aerodrome that is used for take-off, landing and taxiing of aircraft, excluding aprons;
- “Manual of Air Navigation Service Operations” means a manual that sets forth the policies, procedures, processes and methods used in the provision of services by an air navigation service provider with a high degree of safety;

“printed communications” means communications which automatically provide a permanent printed record at each terminal of a circuit of all messages which pass over such circuit;

“quality management” means coordinated activities to direct and control an organization with regard to quality;

“rescue” means an operation to retrieve a person in distress, provide for his or her medical or other needs and deliver the person to a place of safety;

“Safety Management System (SMS)” means a systematic approach to managing safety, including the necessary organisational structures, accountabilities, policies and procedures;

“search” means an operation normally co-ordinated by a rescue co-ordination centre or rescue sub-centre using available personnel and facilities to locate persons in distress;

“search and rescue service” means the performance of distress monitoring, communication, co-ordination and search and rescue functions, initial medical assistance or medical evacuation, through the use of public and private resources, including cooperating aircraft, vessels and other craft and installations; and

“site acceptance test” means a formal test and inspection work process that is performed on the system or facility at the site to ensure that the system or facility is fully functional as per specifications after installation.

Application

3. These Regulations shall apply to the provision of air navigation services within designated airspaces and at aerodromes.

Provision of air navigation services

4. A person designated to provide air navigation services may provide any of the following services in accordance with these Regulations and the relevant Regulations —

- (a) air traffic services;
- (b) aeronautical telecommunication services;
- (c) aeronautical search and rescue services;
- (d) AIS;
- (e) aeronautical cartographic services;
- (f) instrument flight procedures design; or
- (g) meteorological service for air navigation.

## PART II

### *Certification of Air Navigation Services Providers*

Requirements for provision of air navigation services

5. A person shall not be an air navigation services provider unless —

- (a) he or she holds a certificate issued under these Regulations; and
- (b) the services are provided in accordance with —
  - (i) the requirements specified under these Regulations or any other relevant regulations, and
  - (ii) the procedures specified in the service providers’ Manual of Air Navigation Service Operations.

Application for certificate

6. (1) A person who wishes to be an air navigation services provider shall make an application to the Authority for a certificate in Form A set out in the Schedule.

- (2) An application made under subregulation (1) shall be accompanied by —
- (a) a non-refundable fee of P5 000;
  - (b) the applicant's Manual of Air Navigation Service Operations provided under these Regulations for approval;
  - (c) a written statement setting out the services and locations at which the air navigation services shall be provided;
  - (d) the safety management system manual;
  - (e) the quality management system manual;
  - (f) the procedures undertaken to meet the requirements of the Civil Aviation (Security) Regulations;
  - (g) a written statement on financial capability to provide the air navigation services; and
  - (h) the insurance policy in force in relation to the air navigation services provided.

7. (1) The Authority shall, before issuing a certificate, be satisfied that —

Issuance of certificate

- (a) the personnel of the applicant are adequate in number and have the necessary competency to provide the service;
- (b) the Manual of Air Navigation Service Operations prepared and submitted with the application contains all the relevant information;
- (c) the facilities, services and equipment to be used by an applicant are established in accordance with these Regulations;
- (d) the operating procedures to be used by an applicant make satisfactory provision for the safety of aircraft;
- (e) an approved safety management system is in place;
- (f) an approved quality management system is in place;
- (g) the applicant has approved procedures to meet the requirements of the Civil Aviation (Security) Regulations;
- (h) the applicant has financial capability to provide the air navigation services; and
- (i) the applicant has insurance policy in force in relation to the air navigation services provided.

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(2) Subject to subregulation (1), the Authority may set any other conditions as may be deemed necessary.

(3) The issuance of a certificate shall be subject to compliance with these Regulations and any other condition as may be specified or notified by the Authority.

(4) The Authority may refuse to grant a certificate to an applicant and where the Authority refuses, it shall notify the applicant in writing, of the reasons for the refusal, not later than 21 working days after making that decision.

8. A certificate issued under regulation 7 shall be in Form B as set out in the Schedule and shall include the following information —

Contents of certificate

- (a) the holder's name and the physical and mailing address of its principal place of business;
- (b) the type of air navigation services to be provided;
- (c) the location of the air navigation services to be provided;
- (d) for air traffic service, the service to be provided within a particular airspace or controlled aerodrome designated to the provider by the Authority;
- (e) any conditions set by the Authority; and
- (f) the effective and expiry dates of the certificate.

Validity of certificate	<p><b>9.</b> A certificate shall be valid for a period of five years from the date of issuance, unless surrendered, suspended or revoked in accordance with these Regulations.</p>
Renewal of certificate	<p><b>10.</b> (1) An application for the renewal of a certificate shall be made in Form C set out in the Schedule and shall be accompanied by —</p> <p>(a) a non-refundable fee of P5 000; and</p> <p>(b) the Manual of Air Navigation Service Operations, if significant changes have been made following the initial certification.</p> <p>(2) An application under subregulation (1) shall be submitted to the Authority not less than 90 days before the expiry of the certificate.</p> <p>(3) The renewal of a certificate shall be subject to compliance with these Regulations and any other conditions as may be specified or notified by the Authority.</p>
Amendment of certificate	<p><b>11.</b> (1) The Authority may amend a certificate upon —</p> <p>(a) an application made by a holder of a certificate in Form D set out in the Schedule; or</p> <p>(b) the Authority's initiative, where the Authority deems it necessary.</p> <p>(2) An applicant under subregulation (1) (a) shall be required to —</p> <p>(a) attach to the application form, two copies of the proposed amendments in the Manual of Air Navigation Service Operations; and</p> <p>(b) pay a non-refundable fee of P600.</p> <p>(3) Where the Authority initiates an amendment under subregulation (1) (b) the holder of a certificate shall be required to make the amendment in the Manual of Air Navigation Service Operations accordingly.</p>
Display of certificate	<p><b>12.</b> (1) The holder of a certificate shall display the certificate, or a copy of the certificate, in a conspicuous place, generally accessible to the public at the holder's principal place of business.</p> <p>(2) Where a copy of the certificate is displayed under subregulation (1), the holder of the certificate shall produce the original certificate to the Authority for inspection, if requested to do so.</p>
Non-transferability of certificate	<p><b>13.</b> A certificate issued under these Regulations shall not be transferable.</p>
Suspension, variation and revocation of certificate	<p><b>14.</b> (1) The Authority may suspend provisionally, pending further investigation, any certificate issued under these Regulations, if it finds that —</p> <p>(a) a relevant provision of the Act or these Regulations, or a condition in the certificate, has not been or is not being complied with;</p> <p>(b) any false or materially incorrect information was given to the Authority by an applicant under these Regulations; or</p> <p>(c) it is in the public interest to do so.</p> <p>(2) The Authority may, upon the completion of an investigation which has shown sufficient ground to the Authority's satisfaction to suspend, vary or revoke any certificate issued under these Regulations.</p>
Variation of certificate	<p><b>15.</b> (1) A certificate holder may, as necessitated by a change of the circumstances and details on its certificate, apply to the Authority to vary any details appearing on the certificate.</p> <p>(2) The Authority may upon a written application by a certificate holder under subregulation (1), and upon the Authority satisfying itself of compliance with these Regulations, vary a certificate.</p> <p>(3) An application made under subregulation (1) shall be accompanied by —</p>

- (a) two copies of proposed variation in the holder's Manual of Air Navigation Service Operations; and
- (b) a non-refundable fee of P600.

16. (1) A certificate holder whose certificate is lost or destroyed may apply to the Authority for a duplicate certificate in Form E set out in the Schedule. Duplicate certificate

(2) An application made under subregulation (1) shall be accompanied by a fee of P600.

(3) The Authority shall, where it is satisfied that an application meets the requirements under this regulation, replace a certificate.

17. A certificate holder who has been notified of the suspension, variation or revocation of the certificate shall return the certificate to the Authority within 14 days of the suspension, variation or revocation. Surrender of certificate

18. (1) The Authority shall keep and maintain a register showing —

- (a) the name of the holder of the certificate;
- (b) the date of issue or date of renewal of the certificate;
- (c) the type of air navigation service offered by the holder of the certificate;
- (d) the expiry date of the certificate;
- (e) the date of variation, suspension or revocation of the certificate, if any;
- (f) the physical and postal address of the holder of the certificate; and
- (g) any other particulars as may be required by the Authority.

Register of certificate holders

(2) Any changes in the particulars recorded under subregulation (1) shall be entered in the register by the Authority.

(3) The register shall be a public document and any particulars entered may be obtained freely.

### PART III

#### *Manual of Air Navigation Services Operations*

19. (1) The Manual of Air Navigation Services Operations submitted under these Regulations shall — Requirements for Manual of Air Navigation Service Operations

- (a) be type written;
- (b) be signed by the service provider;
- (c) be in a format that is easy to revise;
- (d) include a table of contents; and
- (e) be organised in a manner that facilitates evaluation and approval processes.

(2) The Manual of Air Navigation Service Operations shall be submitted to the Authority for approval.

(3) A holder of a certificate shall keep at least one approved copy of the Manual of Air Navigation Service Operations at the principal place of business.

20. A Manual of Air Navigation Service Operations shall contain all information and instructions necessary to enable the personnel of an air navigation service provider, to perform their duties, including but not limited to — Contents of manual of Air Navigation Service Operations

- (a) the services to be provided;
- (b) personnel requirements and their responsibilities;
- (c) the training and performance assessment of staff;
- (d) Safety Management System and Quality Management System;
- (e) any contingency plan;
- (f) compliance with the Civil Aviation (Security) Regulations, as required;
- (g) facilities and equipment (installation and maintenance);

- (h) fault and defect reporting;
  - (i) maintenance of documents and records;
  - (j) search and rescue responsibilities and co-ordination, operations, plan and procedures;
  - (k) hours of operation;
  - (l) systems and procedures in the provision of air navigation services; and
  - (m) any other information as may be required by the Authority.
- Amendment of Manual of Air Navigation Service Operations**
- 21.** (1) A certificate holder shall, for the purposes of maintaining the accuracy of the information in the Manual of Air Navigation Service Operations amend the Manual with the approval of the Authority.
- (2) Notwithstanding subregulation (1), a certificate holder shall submit the proposed amendment to the Authority for approval, before the Manual is amended.
- Duties of certificate holder**
- 22.** A certificate holder shall —
- (a) hold at least one complete and current copy of the Manual of Air Navigation Service Operations at each office listed in their certificate;
  - (b) comply with all procedures and processes detailed in their Manual;
  - (c) make each applicable part of their Manual of Air Navigation Service Operations available to personnel who require those parts to carry out their duties;
  - (d) notify the Authority of any change of address for service, telephone number, email or facsimile number within 28 days of the change; and
  - (e) continue to meet the requirements specified by the Authority.

**PART IV**  
*Air Navigation Services*

- Air navigation services facilities and standard systems**
- 23.** A designated air navigation service provider shall —
- (a) provide in the designated portion of airspace and aerodromes, facilities for the provision of air navigation services; and
  - (b) adopt and put into operation the appropriate standard systems, operational practices and rules as determined by the Authority.
- Approval of air navigation services facilities**
- 24.** A person shall not install, maintain and operate an air navigation service facility in any designated airspaces and aerodromes without the approval of the Authority.
- Safety inspections and audit on air navigation services**
- 25.** (1) The Authority shall carry out safety inspections and audits of air navigation facilities, services, documents and records of the air navigation service provider to determine compliance with these Regulations.
- (2) The safety inspections and audits under subregulation (1) shall be carried out in accordance with the requirements determined by the Authority.
- (3) The Authority may impose operating restrictions or sanctions on the operations of a certificate holder in the event of non-compliance with certification requirements or any safety concerns.
- Access to air navigation facilities**
- 26.** An inspector of the Authority shall have unrestricted access to the facilities, installations, records and documents of the air navigation services provider to determine compliance with these Regulations and other applicable regulations.
- Production of documents**
- 27.** An air navigation service provider shall produce any relevant documents under his or her possession if requested to do so by an authorised person within 72 hours of such request being made.

28. (1) An air navigation service provider shall develop and maintain contingency plans for implementation in the event of disruption or potential disruption, of air navigation services in the airspace for which the air navigation services provider is responsible. Air navigation services contingency plan

(2) An air navigation service provider shall liaise with other air navigation services provider in adjacent or contiguous airspaces while developing contingency plans.

(3) A contingency plan shall include —

- (a) the actions to be taken by the air navigation service provider's personnel responsible for providing the service;
- (b) possible alternative arrangements for providing the service; and
- (c) the arrangements for resuming normal operations for the service.

29. The Authority may, when considered necessary and in the public interest, designate an alternative service provider for a specified period to provide an air navigation service in respect of a certificate — Alternative designated service provider

- (a) suspended, for the duration of such suspension;
- (b) surrendered by the certificate holder; or
- (c) revoked by the Authority.

30. A designated air navigation services provider shall — Training and personnel requirements

- (a) develop a training policy for its technical personnel;
- (b) develop a formal training programme detailing the type of training to be provided to its technical personnel;
- (c) develop a periodic training plan detailing and prioritising the type of training to be provided to its technical personnel during a specified period;
- (d) develop a suitable period of supervised on-the-job training before being assigned tasks and responsibilities;
- (e) develop a system for maintenance of individual training records for each of its technical staff, including records of on-the-job training;
- (f) ensure that the training requirements in these are similarly applied to its maintenance contractors, if any;
- (g) establish appropriate minimum qualifications and experience requirements for all technical personnel engaged in the provision of Air Navigation Services;
- (h) employ sufficient number of qualified and experienced technical personnel to perform air navigation services related tasks and responsibilities which shall include —
  - (i) development and implementation of policies and procedures to enable recruitment and retention of appropriately qualified and experienced technical personnel, and
  - (ii) methodology established for determining staffing needs; and
- (i) develop a detailed job description for its technical staff.

31. (1) An air navigation service provider shall establish procedures to ensure that each new facility — Procurement and commissioning of new facility

- (a) is commissioned to meet the specifications for that facility; and
- (b) is in compliance with these Regulations and any requirements specified under these Regulations.

(2) An air navigation service provider shall have a procedure or process for conducting "Factory Acceptance Test" and "Site Acceptance Test" for new equipment or systems and retain any records relating to such tests.

(3) For each new facility, an air navigation service provider shall involve and include the Authority in the design, siting, training and commissioning of any systems, however, in the case of training, it shall be determined by the Authority if the training is relevant to the Authority personnel.

Observance of human factor principles

**32.** An air navigation service provider shall ensure that human factors (Human-centred Automation, Situational Awareness and Error Management) principles are observed in the design, operation and maintenance of air navigation services and facilities.

#### PART V *Miscellaneous*

Change of name

**33.** (1) A certificate holder may apply to the Authority for —  
(a) a change of name on the certificate; or  
(b) an endorsement on the certificate.

(2) In making an application under subregulation (1), the certificate holder shall submit to the Authority —

- (a) the original certificate or a copy thereof; and
- (b) a court order or other legal document verifying the name change.

(3) The Authority shall return to the certificate holder with the appropriate changes applied for, if any, any original certificate specified under subregulation (2) and, where necessary, retain copies thereof.

Change of address

**34.** (1) A certificate holder shall notify the Authority of any changes in their physical or mailing address within 14 days of such change.

(2) A certificate holder who does not notify the Authority of the change in its physical or mailing address within the time frame specified in subregulation (1) shall not exercise the privileges of the certificate.

Use and retention of documents and records

**35.** (1) A person shall not —

- (a) use any certificate or exemption issued or required by or under these Regulations which has been forged, altered, revoked or suspended, or to which he or she is not entitled;
- (b) lend any certificate or exemption issued under these Regulations to any other person;
- (c) make any false representation for the purpose of procuring for himself or herself or any other person the issue, renewal or variation of any such certificate or exemption; or
- (d) mutilate, alter, render illegible or destroy any records, or any entry made therein, required by or under these Regulations to be maintained, or knowingly make, or procure or assist in the making of, any false entry in any such record, or wilfully omit to make a material entry in such record.

(2) All records required to be maintained by or under these Regulations shall be recorded in indelible and permanent material.

Reports of violation

**36.** (1) Any person who knows of or suspects a violation of these Regulations shall report it to the Authority.

(2) For the purposes of subregulation (1) the Authority shall determine the nature and type of investigation or enforcement action that needs to be taken.

Failure to comply with direction

**37.** Any person who fails to comply with any direction given to him or her by the Authority or by any authorised person under any provision of these Regulations shall be deemed, for the purposes of these Regulations, to have contravened the Regulations.

- 38.** (1) The Authority shall notify in writing any fees to be charged in connection with the issue, renewal or variation of any certificate, test, inspection or investigation required by, or for the purposes of these Regulations. Aeronautical fees
- (2) Upon an application being made in connection with which any fee is chargeable in accordance with the provisions of subregulation (1), the applicant shall be required, before the application is accepted, to pay the fee so chargeable.
- 39.** A person aggrieved by the decision of the Authority under these Regulations may, within 14 days of such decision, appeal to the Tribunal established under the Act. Appeal
- 40.** Any person who contravenes any provision of these Regulations shall be liable to a fine not exceeding P 100 000 or to imprisonment for a term not exceeding six months, or to both. General penalty
- 41.** (1) A licence, certificate, permit or authorisation issued or granted by the Authority before the commencement of these Regulations shall remain valid until it expires or is revoked. Transitional and savings
- (2) Notwithstanding any other provisions of these Regulations, a person who, at the commencement of these Regulations is carrying out any operations affected by these Regulations, shall within six months from the date of commencement of these Regulations, comply with these Regulations.
- 42.** The Civil Aviation (Air Navigation Services) Regulations, 2013 are hereby revoked. Revocation of S.I. No. 91 of 2013

SCHEDULE  
**FORM A**  
**APPLICATION FOR AN AIR NAVIGATION SERVICE**  
**PROVIDER CERTIFICATE**  
*(regulation 6)*

1. Name of applicant: .....
- Address: .....
- Telephone/Fax No: .....
- Email Address: .....
2. Types of services for which the certificate is required.
  - (a) Communications, Navigational Aids, Surveillance (CNS)

(i) Communications

Very High Frequency(VHF)	
High Frequency(HF)	
Voice Communication Control System(VCCS)	
Air Traffic Services Message Handling Services (AMHS)	
Voice Recorders	
Automatic Terminal Information Service (ATIS)	
Others (Specify)	

(ii) Navigational Aids

VHF Omni-Directional Radio Range (VOR)	
Distance Measuring Equipment (DME)	
Instrument Landing System (ILS)	
Non Directional Radio Beacon (NDB)	
Others (Specify)	

(iii) Surveillance

Primary Radar	
Secondary Radar	
Automatic dependent surveillance-broadcast (ADS-B)	
Automatic dependent surveillance-contract (ADS-C)	
Multilateration	
Others (Specify)	

(b) Air Traffic Services(ATS)	
(c) Aeronautical Information Services(AIS)	
(d) Aeronautical Cartographic(Aeronautical Maps and Charts) Services(MAP)	
(e) Procedures for Air Navigation Services – Aircraft Operations(PANS-OPS)	
(f) Aeronautical Meteorological Services(AMS)	

3. Locations at which the service (s) is to be provided:

Service Provided	Aerodrome(s)	City/town/village	Coordinates (where applicable)
CNS			
ATS			
AIS			
MAP			
PANS-OPS			
AMS			

4. State Operations manuals available for submission to the Civil Aviation Authority of Botswana

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5. Qualifications and experience of operational personnel.

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6. Qualifications and experience of managerial and senior executive staff and details of the positions for which each position is responsible.

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.....  
.....

7. Proposed commencement date of operations.

.....  
.....

I apply for the grant of an air navigation service provider's Certificate based on the information provided in this form.

Signature.....

Name (BLOCK LETTERS).....

Date.....



**Special Conditions**

.....  
.....  
.....  
.....  
.....

**CAA Authorised Person:**

**Name**..... **Position**.....  
**Signature**..... **Date**.....

FORM C  
 APPLICATION FOR RENEWAL OF AIR NAVIGATION SERVICE  
 PROVIDER CERTIFICATE  
 (regulation 10)

**1. Applicant Particulars:**

Company Name:
Address:
Telephone No:
Fax:
E-mail:
Current Certificate No.:
Current Certificate Expiry Date:

**2. Locations and types of service:**

Service Provided	Aerodrome(s) / Location (s)	City/town/village	Coordinates(where applicable)
CNS			
ATS			
AIS			
MAP			
PANS-OPS			
AMS			

**CNS - Communication, Navigation Surveillance 2. ATS - Air Traffic Services Aeronautical Information Services (AIS) 3. AMS - Aeronautical Meteorological Services 4. MAP - Aeronautical Cartographic (Aeronautical Maps and Charts) Services 5. PANS-OPS - Procedures for Air Navigation Services – Aircraft Operations**

I apply for the grant of an air navigation service provider's Certificate based on the information provided in this form.

Signature.....  
 .....

Company representative Name (s) (BLOCK LETTERS)  
 .....  
 .....

Date.....  
 .....

**FORM D**  
**APPLICATION FOR AMENDMENT OF CERTIFICATE**  
(regulation 11)

**Section A: Particulars of the Applicant**

Company:
Name:
Address:
Telephone No:
Fax:
E-mail:

**Section B: Operational Details**

Service Provided	Aerodrome(s)	City/town/village	Coordinates(where applicable)

**Section C: Proposed Changes/Amendments**


**Section D: Declaration**

I hereby certify that to the best of my knowledge the information supplied in support of this application for certification as an air navigation service provider and supporting documentation, is correct and that no relevant information has been withheld.

<b>Name of person making the declaration:</b>
<b>Contact Address:</b>
<b>Tel No:</b>
<b>Fax No:</b>
<b>E-mail:</b>
<b>Signature:</b>
<b>Date: ...../...../.....</b>

FORM E  
 APPLICATION FOR A DUPLICATE CERTIFICATE  
 (regulation 16)

1. Name of Applicant.....

Address:.....

Telephone/Fax No.:.....

Email Address: .....

2. Original Certificate Number:.....

Date of First Issue.....Place of First Issue:.....  
 (DD/MM/YY)

3. Reasons for applying for a duplicate certificate  
 .....  
 .....  
 .....

4. Types of services for which the certificate is required

Type of Air Navigation Services	Location	Type of Service (s)(for ATS only)(the service to be provided within a particular airspace or controlled aerodrome designated to the provider by the Authority)

5. Location at which the service is to be provided.....

I apply for the grant of a Duplicate air navigation service provider's Certificate based on the information provided in this form.

Signature.....

Name (BLOCK LETTERS).....

Date:.....Place.....

**MADE** this 8th day of November, 2021.

**THULAGANO SEGOKGO,**  
*Minister of Transport and Communications.*