



CIVIL AVIATION SAFETY POLICY

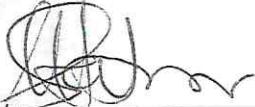
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	Namibia Civil Aviation Authority NCAA	Safety Policy Edition 1
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Document Control

Approval

Edition Number	1.0	Effective Date		
	Position	Name	Signature	Date
Prepared by	Senior Manager SPQ	Godfried George Matroos		24/02/23
Endorsed By:	General Manager: Safety	Ericsson M. Nengola		24/02/23
Recommended by:	Executive Director	Toska Sem	 15 MAR 2023 PRIVATE BAG 12003 AUSSPANNPLATZ WINDHOEK	15/03/2023
NCAA Board of Directors Approval by:	Chairperson:	Mr. Bethuel T. Mujetenga	 20 MAR 2023 PRIVATE BAG 12003 AUSSPANNPLATZ WINDHOEK Board Chairperson	20/03/23

Change Summary

Edition Number	Brief Description of Change	Prepared by	Effective Date
1.0	First Edition	SPQ	

NOTE:

- When amended, this document will be re-issued in full. Each page will indicate the edition number and the effective date. The edition number shall be the same on each page.
- When printed this document is uncontrolled.



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Policy custodian:	Senior Manager: NCAA Safety Promotion and Quality Department
When will it come into effect:	Upon approval by the Board
Title:	NCAA Safety Policy
Administration Department:	Safety Promotion and Quality
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1. POLICY OBJECTIVE

- 1.1 The State safety objectives define how Namibia will manage safety throughout its aviation infrastructure and users. This includes the determination of accountabilities of the NCAA, the different State organisations related to the **State Safety Program (SSP)**, users, and service providers, as well as the determination of the broader safety objectives to be achieved by the SSP, as outlined herein.
- 1.2 Further, this Policy aims to ensure the NCAA performs its functions in the most efficient and effective manner to ensure the preservation of safety of civil aviation in a way that contributes to the aim of achieving an integrated, safe, responsive, and sustainable transportation system.

2. POLICY STATEMENT

- 2.1 NCAA is a juristic person established under the **Civil Aviation Act of 2016**, responsible for the promotion and regulation of aviation safety, security, and air navigation services provisioning in Namibia. It's against this background that the NCAA commits to develop, implement, and consistently improve safety strategies and processes so that Namibian civil aviation achieves the highest practicable level of safety.
- 2.2 To this end the NCAA will:
- 2.2.1 Assist in providing a regulatory framework to maintain, enhance, and promote aviation safety;
 - 2.2.2 Set national standards that meet or exceed ICAO standards, recommended practices, and procedures, except where different standards are necessary in Namibia for specific operational purposes.
 - 2.2.3 Promote good safety practices and a positive organisational safety culture within the industry based on sound safety management principles.
 - 2.2.4 Clearly define for all aviation personnel their responsibilities for the development and delivery of aviation safety, strategy, and performance.
 - 2.2.5 Encourage safety information collection, analysis, and exchange amongst all relevant industry organizations and service providers, with the intent that such information is to be used for safety management purposes only.
 - 2.2.6 Adopt a data-informed and performance-based approach in safety regulation and industry oversight activities where appropriate.
 - 2.2.7 Ensure externally supplied systems and services that impact upon the safety of our operations meet appropriate safety standards.
 - 2.2.8 Collaborate and consult with the aviation industry to address safety matters and continuously enhance aviation safety.

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- 2.2.9 Promote and assist other State organisations in the effective use of safety regulations and to address their roles and responsibilities in safety matters.
- 2.2.10 Comply with and wherever possible exceed legislative and regulatory requirements and standards.
- 2.2.11 Prioritize and ensure sufficient financial and human resources for safety management and oversight.
- 2.2.12 Ensure that all aviation personnel are provided with adequate and appropriate safety information and training, are competent in safety matters, and are only allocated tasks commensurate with their skills.
- 2.2.13 Prioritize and ensure sufficient skilled and trained human resources are available to implement the safety Policy.
- 2.2.14 Conduct safety and management reviews and ensure that relevant action is taken where required.
- 2.2.15 Developing effective enforcement strategies to ensure compliance with aviation safety and security standards, where there is intentional regulatory breach, negligent actions, or wilful misconduct.
- 2.2.16 Conducting regular reviews of the systems of civil aviation safety to monitor the safety performance of the aviation industry, to identify safety related trends and risk factors and promote the development and improvement of such systems.
- 2.2.17 Achieve the highest levels of safety standards and performance in all our activities.

2.3 NCAA will make resources available to conduct investigations of occurrences, incidents, and accidents. Such investigations will continue independently and, where applicable, in-parallel with the Directorate of Aircraft Accident and Incident Investigations (DAAII) in accordance with the Civil Aviation Act. of 2016.

2.4 The investigations conducted by NCAA are aimed to expeditiously determine safety gaps to prevent reoccurrence, assess breaches of regulations, develop guidance material, and identify improvement areas in the safety regulations and oversight processes.

3. EFFECTIVE DATE AND REVIEW

- 3.1 This Policy shall be effective from the date of signature by the board and shall remain in effect until it is amended, withdrawn, or replaced.
- 3.2 This Policy shall be reviewed at a minimum every two years.
- 3.3 This Policy may at any time be amended as required in accordance with the NCAA Policy Development Framework.

4. REQUIREMENT

- 4.1 The need for a Safety Policy is expressed in the NCAA Business and Financial Plan and the State Safety Program Manual.

5. RESPONSIBLE OFFICE

- 5.1 The Safety Promotion and Quality department of the Authority has the overall responsibility for the drafting, implementation, and maintenance of this Policy.

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6. GENERAL PROVISIONS

- 6.1 The Civil Aviation Act. of 2016;
 - 6.2 ICAO Annex 19
 - 6.3 NAMCAR Part 140;
 - 6.4 NAM-CATS-SMS-140;
 - 6.5 State Safety Programme Terms of Reference;
 - 6.6 State Safety Programme Manual;
 - 6.7 National Aviation Safety Plan; and
 - 6.8 NCAA-DAAIL Memorandum of Understanding.
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