



## Civil Aviation Authority of Botswana

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**AIC**  
**12/2020**  
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### **REGULATORY REQUIREMENTS OF APPLICATIONS FOR NEW AERODROME LICENSES**

This AIC serves to sensitize aerodrome operators and other industry stakeholders that the Civil Aviation Act, 2011 and the Civil Aviation (Aerodromes) Regulations, 2012 are in force.

Applicants for new aerodrome licenses should comply with regulation 19 of the Civil Aviation (Aerodromes) Regulations, 2012;

19. (1) A person shall not operate an aerodrome in Categories A, B, C D and E without a licence issued by the Authority under section 55 (1) and (2) of the Act.

(2) An application for a licence, under sub-regulation (1), shall be made to the Authority in Form C set out in Schedule 1 and accompanied by –

- (a) a copy of an approved aerodrome operations manual;
- (b) a plan for the aerodrome;
- (c) an environmental impact assessment report on the aerodrome;
- (d) approval of the establishment of the aerodrome from the relevant local authority;
- (e) particulars of any non-compliance or deviations from the appropriate aerodrome design, operation or equipment standards;
- (f) particulars of the airspace classification requirements;
- (g) a copy of the establishment certificate;
- (h) any fees as specified in Schedule 7

(3) A person who contravenes the provisions of this regulation commits an offence and is liable to a fine not exceeding P5 000 000, or imprisonment for a term not exceeding 10 years, or to both.

## **APPLICATIONS FOR RENEWAL OF AERODROME LICENSES**

Applications for renewal of Aerodrome Licenses should comply with regulation 23 of the Civil Aviation (Aerodromes) Regulations, 2012.

23. (1) An application for the renewal of a licence shall be made to the Authority in Form C set out in Schedule 1 and shall be accompanied by, where applicable –

- (a) A copy of the approved aerodrome operations manual;
- (b) particulars of deviations, if any, from the appropriate design, operation or equipment standards;
- (c) Particulars of the appropriate airspace classification requirements; and
- (d) any fees specified in Schedule 7.

(2) An application for the renewal of a licence shall be submitted 30 days before the expiry of the licence.

(3) The Authority shall renew a licence subject to the applicant complying with these Regulations, the standards prescribed by the Authority and any other conditions specified or notified by the Authority as determined by safety inspections and audit procedures.

(4) The Authority shall impose an administrative fine of P25 000 on a person who fails to renew a licence or to comply with the requirements of this regulation.

**This AIC becomes effective immediately and supersedes AIC 22/2013**