

MEMORANDUM OF UNDERSTANDING

entered into by and between the



NAMIBIA CIVIL AVIATION AUTHORITY
AIR NAVIGATION SERVICE PROVIDER

(Hereinafter referred to as "**ANS**")

and



SOARING SOCIETY OF NAMIBIA

(Hereinafter referred to as "**SSN**")

(Hereinafter the ANS and SSN are jointly referred to as "**the Parties**")

For the conduct of gliding operations within the Republic of Namibia (FYWF FIR)

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RECORD OF AMENDMENTS

Nr.	Date	Brief description of the changes	Changed / New sections	Version	Editor
1	1 Sep 2023	New Document		Ver 1.0	Erik Bruys
2	19 Sep 2024	Second draft	Additional airspace	Ver 2.0 (unsigned)	C Sell/H.Wiehahn
3	29 Oct 2025	Third revision Revised titles at NCAA TMZ's Removed TMZ requirements Transponder requirements Relevant frequencies provided SRA + FYKA Military airspace FRQ added + Note Contact details amended Contact added	Distribution list - p.2 4.1 Definitions 6. Glider operations 6.2 SUA 8.1 Controlled airspace 9.1 TIBA Frequencies 9.2 Contact details 16. Contact persons	Ver 3.0	H.Wiehahn C.Eiman E.Bruys E.Van Wyk

DISTRIBUTION LIST

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004	Manager: SQA (Electronic)
005	ATS Standards Specialist (Electronic)
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007	Soaring Society of Namibia (Electronic)

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 MP, [Signature], [Signature], [Signature], [Signature]

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1. PREAMBLE

RECOGNISING the NCAA as a juristic person established in terms of Article 8 of the Civil Aviation Act (Act 6 of 2016) to conduct the functions of the Authority and to provide an Air Navigation Service (ANS) within Namibia;

RECOGNISING the SSN as a holder of an Aviation Recreational Organization (ARO) certificate issued by the NCAA in terms of NAMCAR PART 149 for the operation and organization of glider aircraft activities in Namibia for aviation recreational purposes.

COMMITTING to provide a platform for the promotion and safe conduct of recreational gliding activities within Namibia;

RECOGNISING the actions taken by both parties in previous years to improve the coordination and operability of gliding activities;

NOTWITHSTANDING the understanding reached through this MoU the regulations as defined in the document NAMCAR as well as information circulars, technical standards and any directives issued by the Executive Director of the NCAA from time to time shall remain applicable;

ACKNOWLEDGING the provisions of the SSN Manual of Procedure;

NOW THEREFORE the Parties have reached the following by signing this MoU;

This MoU shall come into force on the date of signature and remain valid until it has been revoked by mutual agreement of both parties. This MoU may be subject to amendment as and when required by the parties.

The MoU is only valid subject to the SSN maintaining a valid ARO approval.

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2. OBJECTIVE

The objective of this MoU is to enhance civil aviation safety through coordinated efforts and defined responsibilities of all parties while involved in gliding activities.

3. ENFORCEABILITY OF THE MoU

Once signed this MoU will be the baseline of coordinated operations for SSN and ANS and each party will be expected to maintain their agreed responsibilities. The requirements of the NAMCAR, as amended, specifically Parts 71, 91, 104, 149 and 172 shall be enforceable at all times and any non-compliance of the Regulations or MoU shall be reported to the Executive Director of the Namibia Civil Aviation Authority.

4. DEFINITIONS

For the purposes of this MoU, the following definitions of airspace and responsibilities will apply:

4.1 Transponder Utilization

For the purposes of this document, all gliders operating in Namibian airspace shall operate with transponders switched on at all times.

In the event of transponder malfunction, it is incumbent on the SSN to institute measures to mitigate the concomitant safety risks.

4.2 Competition Season

The Competition Season means the time when a lot of glider pilots from around the world visit Namibia and fly from the designated gliding centers for Personal, African or World- Records.

The competition season runs from 01 November to 31 January of the following year.

4.3 Special Use Airspace (SUA) as per AIP ENR 5.5

A predefined airspace sector of lateral and vertical dimensions as published in the Namibia Integrated Aeronautical Publications or amended via NOTAM or AIP Supplement. It is noted that the Competition Area is referenced in the AIP as the Special Use Airspace (SUA) for civil activity use where civilian aviation activities are to be conducted on a temporary or permanent basis.

4.4 SAR

Means Search and Rescue and is the provision of locating and retrieving an aircraft after an accident, forced landing or missing aircraft.

4.5 Outlanding of a glider

Outlanding of a glider is part of the gliding sport and is a fairly common occurrence when a glider is unable to reach its intended destination due to the lack of thermals or any other operational concerns. Not every outlanding is an emergency and does not require the

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activation of ERP's. The SSN is responsible to manage an out landed glider and its occupants and, depending on the nature of the outlanding, institute the necessary measures accordingly.

4.6 NCAA (ANS)

Namibia Civil Aviation Authority "Air Navigation Services" (ANS) shall be the Unit within the NCAA that is responsible for the provision of Air Traffic Services within Namibia

4.7 ARO

Aviation Recreation Organization. (NAMCAR's Part 149)

4.8 MOP

Manual of Procedure

5. AREAS OF RESPONSIBILITIES

NCAA Flight Operation Section shall be responsible for providing oversight activities and the NCAA (ANS) Division shall be responsible for the provision of limited ATS, alerting and SAR services as agreed between all parties in this MoU, whereas the "Air Navigation Services Safety Oversight" ANSSO shall be the Unit within the NCAA that is responsible for ensuring that appropriate processes and procedures exist to ensure the safe and efficient management and operation of the SUA it is responsible for.

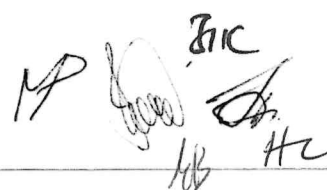
SSN shall be responsible for the provision of all activities in relation to gliding as per their Manual of Procedure and the requirements stipulated as per their ARO.

SSN shall also be responsible for monitoring daily glider activities and initiating any actions in relation to overdue gliders. If SSN is unable to complete its responsibilities in terms of SAR and Alerting actions the SSN shall inform the NCAA (ANS) that assistance is required in the provision of alerting or SAR actions, where after the NCAA shall resume normal mandated functions and initiate SAR or Alerting actions as appropriate. The SSN ceases to be responsible for the provision of assistance to gliders however shall continue to provide support to the NCAA where able.

6. GLIDER OPERATIONS WITHIN WINDHOEK FLIGHT INFORMATION REGION (FIR)

Gliders operating in the Windhoek (FYWF) FIR shall comply with all regular ATS procedures applicable for the specific airspace in which they operate.

Gliding operations are based on the VFR principles of "see and avoid". It is the aim of glider-pilots to limit "eyes inside cockpit" to a minimum to gain maximum benefit from analyzing meteorological conditions outside.

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Due to the nature of gliding, a glider's trajectory will constantly change to gain maximum benefit from meteorological conditions, like thermals etc. It is also common practice for gliders to "flock" together, and it is therefore of very limited benefit to pass traffic information to gliders. Gliders constantly look out for other aircraft throughout their flight and do therefore not require ATC to provide them with traffic information, unless specifically so requested.

All Gliders shall squawk #7677 at all times during flights.

6.1 UNCONTROLLED AIRSPACE FROM GND TO FL145

Gliders operating in Class-G airspace are required to comply with normal Airspace access rules and provisions. No Glider Operations are allowed in the Windhoek/Walvis Bay Terminal Control Area (TMA) or in Class A Airspace.

6.2 SPECIAL USE AIRSPACE CLASS E FROM FL145-FL195

The airspace within the lateral confines of the Special Use Airspaces from FL145 to FL195 is downgraded from Class A to Class E airspace.

Within Class E airspace, IFR and VFR flights are permitted, IFR flights are subject to air traffic control service and are separated from other IFR flights in accordance with Airspace Rules.

In class E airspace, IFR flights will receive traffic information on VFR flights as far as it is practical, available and if the situation allows.

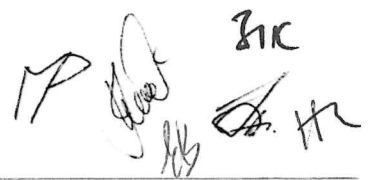
The ICAO standard is "see and avoid ". According to this motto everybody shall contribute to safety in this airspace. Although operation of systems such as FLARM, TCAS or ADS-B may provide situational awareness of traffic operating in the airspace, crews should not use these as a primary means of identifying other traffic, remembering that not all aircraft may be equipped with these systems. Even if operating on an IFR Flight Plan, all flight crews operating within Class E Airspace should continuously "look-out" for possible conflicting traffic.

Radio contact and an ATC clearance are not required for VFR flights. It is recommended that radio watch is maintained on frequency 123.8MHz in FYA136 and 129.6MHz in FYA137, FYA138 and FYA139 respectively. All gliders are required to be equipped with an operate SSR transponders mode A & C simultaneously and squawk code #7677 when squawking.

7. RADIO AND TRANSPONDER OPERATIONS

7.1 RADIO AND TRANSPONDER EQUIPPED GLIDERS

Gliders are to switch "ON" their transponder with the assigned squawk code #7677 operating from ground to FL195.

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8. ATS PROCEDURES

8.1 CONTROLLED AIRSPACE

No Glider may operate within the confines of the Windhoek and Walvis Bay TMAs, unless otherwise authorized by ATC. Gliders may not operate within Class A Airspace in Namibia.

Should a glider pilot encounter conditions that are unavoidable, and it is evident that the glider may inadvertently enter controlled airspace the PIC shall immediately notify ATC on the relevant frequency for the applicable airspace (FYWH TMA 120.5MHz, FYWB TMA 122.5MHz and Class-A 124.7MHz) 8.2 GLIDER OPERATIONS

Due to the nature of glider flights, ATC cannot request a glider to maintain an altitude and direction. Gliders generally ascend by thermalling which is a process of circling within a thermal air mass. A glider will descend or climb as it moves through the air. This rate of climb/descent may vary for any moment.

8.2 GLIDER OPERATIONS OUTSIDE OF THE SPECIAL USE AIRSPACES (SUA)

Gliders operating outside the Special Use Airspaces shall comply with all regular ATS procedures applicable for that airspace.

Pilots are reminded that outside of the SUA' area Class G airspace is designated up to FL145 only and nil VFR flights are permitted in Class A Airspace.

9. FREQUENCIES

9.1 TIBA FREQUENCIES

Aircraft operating within 5NM and below 3000 feet AGL of the following published aerodromes where gliding activity is taking place, shall make appropriate TIBA broadcasts in English on appropriate frequencies.

The following TIBA Frequencies are allocated to the Gliding bases as follows:

Pokweni	120.200MHz
Kiripotib	120.250MHz
Veronica	123.200MHz
Bitterwasser	123.600MHz

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In addition, other TIBA frequencies published within the Gliding Area are as follows:

KEETMANSHOOP	118.3 MHz
Namib Naukluft Desert Special Rules Area	127.55 MHz

Note: Although Keetmanshoop is unmanned a dedicated frequency has been assigned for traffic broadcasts.

FYKA Military airfield and buffer zone	123.4 MHz
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Note: As per AIRAC A01/2025 "No glider operations are allowed inside the Karibib-FYM401, including the safety buffer zone", unless the glider experiences an emergency in which case FYKA must be contacted on the frequency above.

All other <u>unmanned</u> airfields	124.8 MHz
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9.2 ATS FREQUENCIES AND CONTACT DETAILS

<u>ATSU</u>	<u>FREQ</u>	<u>TELEPHONE</u>
WINDHOEK AREA CONTROL CENTRE (ATS Supervisor)	n/a	+264 61 702290/1
WINDHOEK RADAR	124.7 MHz	+264 61 702290/1
WINDHOEK APPROACH	120.5 MHz	+264 61 702290/1
WINDHOEK INFORMATION NORTH	129.6 MHz	
WINDHOEK INFORMATION SOUTH	123.8 MHz	+264 61 702290/1
WINDHOEK ACC/SAR		+264 61 702070 or +264 61 702290/1

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EROS TOWER	118.7 MHz	+264 61 702090/1
WINDHOEK TOWER	118.1 MHz	+264 62 702490/2
WALVISBAY APPROACH	122.5 MHz	+264 64 702690/1
LUDERITZ TOWER	118.6 MHz	+264 63 703590/1

10. CONTACT DETAILS

10.1 ATS CONTACT DETAILS

See 9.2

10.2 SSN OPERATIONAL BASES CONTACT DETAILS

The following contact details are provided for reference.

<u>Bitterwasser</u>	Mr. Ralph Bürklin	Email: rb@buerklinsh.de Tel: +49 1728511203
<u>Veronica</u>	Mr. Gysbert Van der Westhuizen	Email: gysbert@arugamelodges.com Tel: 081 2962651
<u>Pokweni</u>	Mr. Jos Van der Merwe	Email: pokweni@iway.na Tel: 081 2722594
<u>Kiripotib</u>	Mr. Hans von Hase	Email: hans@kiripotib.com Tel: 081 2432628
<u>SSN (All bases)</u>	Mr Hans Wiehahn	Email: hanswiehahn@gmail.com Tel: 081 3356144
<u>Quality and Safety Manager SSN</u>	Ralph Bürklin	Mob. +49 172 8511203 Email: rb@buerklinsh.de
<u>AOPA</u>	Mr. Christian Sell	Email : vp@aopa.org.na Tel : 081 2356391

11. ALERTING ACTION AND SAR

NCAA ANS shall not be responsible for the provision of an alerting service to any of the participating gliders operating within the Windhoek FIR. SSN shall be responsible for flight monitoring and initiation of any alerting action required for gliders operating in the Windhoek FIR.

SSN will initiate the recovery of any glider that has executed an outfield landing and SSN shall recover the glider at their cost. Should the SSN not be able to recover such glider, and requires assistance in the recovery or believes that recovery is not possible, the SSN shall then notify the NCAA ANS section of same and pass all relevant information necessary to activate the relevant SAR stage. NCAA then resumes responsibility for the activation and conduct of the SAR and SSN shall continue to support the NCAA where able. The cost of such SAR will be borne in accordance with prevailing statutory stipulations taking into consideration the nature and extent of the SAR operation.

If a glider in the air encounters any difficulty or is unable to contact SSN ground operations for position reporting, the PIC may inform the appropriate ANS Centre either via the telephone or appropriate manned frequency. ANS shall then be responsible to ensure the information is relayed to the SSN as soon as possible and to coordinate any actions required in providing assistance to the flight.

In the event of any accident involving a glider, the SSN is responsible for initial SAR interventions and activation of civil defense (ambulance, police, etc.). Thereafter the SSN shall inform the Directorate of Aircraft Accidents and Incidents Investigation (DAI) and the relevant ANS office that will coordinate with the SSN on the processes to be followed and assist where required.

12. CROSS BORDER OPERATIONS

Where the SSN has received approval for cross border operations into Gaborone FIR (FBGR) or the Johannesburg FIR (FAJA), the PIC of the glider shall be responsible for coordinating any cross-FIR operations. Windhoek ANS shall not be required to coordinate glider operations with FBGR or FAJA and the SSN shall ensure that the appropriate agencies have been notified of such operations. NCAA ANS will be unable to render SAR services outside the Republic of Namibia and the SSN shall be responsible for alerting the appropriate authorities should SAR action be required during cross border operations. The SSN may be required to bear the costs incurred for such notification and coordination with the Civil Aviation Authorities of Botswana or South Africa, ANS and their respective investigation units.

17    HZ

And for the **Soaring Society of Namibia**

Ralph Bürklin Quality and Safety Manager Mob. +49 172 8511203 Email: rb@buerklinsh.de	Hans Wiehahn SSN consultant Tel: 081 3356144 Email: hanswiehahn@gmail.com
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17. FINANCIAL MATTERS

Unless otherwise agreed, each Party shall bear its own cost for the implementation of this MoU.

18. AMENDMENT

This MoU may be amended in writing at any time by mutual consent of the Parties.

19. COMMENCEMENT AND DURATION

This MoU will come into effect on the date of signature and will remain in effect until terminated.

20. TERMINATION CLAUSE

This MoU may be terminated by agreement between the parties. However, a party may give the other party 30 days prior notice in writing of its intention to terminate this MoU.

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13. EMERGENCY PROCEDURES

All emergency procedures regarding the operating of gliders will be conducted in accordance with the approved MOP of the SSN.

14. SAFETY CONSULTATIONS

The parties hereto agree to conduct safety meetings prior to the start of the gliding season, and post-season. Safety Meetings will have the objective of refining any procedures affecting the continued safety of gliding operations.

15. NOTIFICATION OF INCIDENTS OR DISPUTES

Should there be a requirement to notify the Executive Director of any incident or dispute, such will be reported via the incident reporting addressing system at incidents@ncaa.na

Mandatory Occurrence Report (MOR) forms are available on the NCAA website www.ncaa.com.na and shall be submitted in accordance with the requirements of the NAMCARS's relating to mandatory occurrence reporting.

The NCAA or the SSN may also submit reports on any perceived violations or infringements by utilizing the Voluntary Report Form available on the NCAA website.

The NCAA will notify the SSN Quality and Safety Manager and the SSN consultant (Mr. H. Wiehahn) of any incident report received as soon as reasonably practicable on the contact details provided in this MoU.

16. NOMINATION OF CONTACT PERSONS

The following contact persons are nominated for each party.

For the **Namibian Civil Aviation Authority**:

For The Executive Director Namibian Civil Aviation Authority

Erik Bruys ATS: Standards Specialist bruyse@ncaa.na TEL: +264 61 702209 Mob: +264 81 2480808	Jeremia Kamati Manager: ATS kamatij@ncaa.na TEL: +264 61 702 217 Mob +264 81 127 7425	Hilma Leonard Head: ANS leonardh@ncaa.na TEL: +264 61 702084 Mob: +264 81 2455813
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21. JURISDICTION

The parties to this MoU agree to the exclusive jurisdiction of the courts of law of the Republic of Namibia.

Signed at Windhoek on the 31st day of October 2025

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto have signed this MoU.

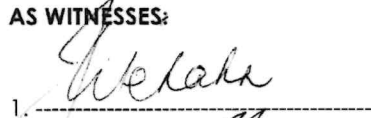
FOR AND ON BEHALF SOARING SOCIETY OF NAMIBIA



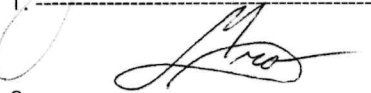
MR. J (Hans) Wiehahn

AS AUTHORISED SIGNATORY ON BEHALF OF THE CHAIRPERSON / SSN

AS WITNESSES:



1. _____ Joyce Wiehahn



2. _____ Marco Du Preez

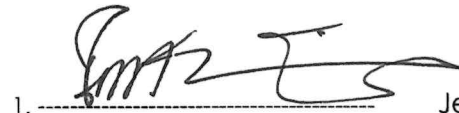
FOR AND ON BEHALF OF NCAA



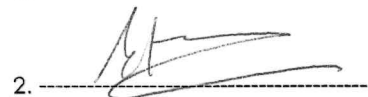
MS. Hilma Leonard

HEAD: AIR NAVIGATION SERVICES / NCAA

AS WITNESSES:



1. _____ Jeremia Kamati



2. _____ Erik Bruys



