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Obstacle Application Process

To assist you with the completion & submission of an obstacle application, please follow the guidelines below:

1. Access the SACAA website (www.caa.co.za).
2. Select the link "Information for the Industry" & then the drop down "Obstacles". This will open the Urgent Notices page (<http://www.caa.co.za/Pages/Obstacles/Urgent-notices.aspx>) which contains additional information regarding the obstacle application process.
3. To access the Obstacle Application Forms select "Forms" under "Important Links" on the right hand side of the page (<http://www.caa.co.za/Pages/Obstacles/Forms.aspx>). Please use Form CA139-27 (Application for approval of obstacles). Applicants wishing to submit applications for wind farm or solar developments must contact the Obstacle Inspectorate.
4. To open the form in your web browser, right click on "CA139-27" or "CA139-26" and select either "Open in new tab" or "Open in new window". To download an offline copy of this form to your computer use the "Save target as" option. When a copy of the form is downloaded to your computer please verify on the website that it is the latest version of the form. The latest version of the form can be identified by the date at the bottom of the form.
5. Complete the form with all the necessary information. Please take note of the following when completing the application form:
 - a. Ensure that the Latitude & Longitude coordinates are specified in Degrees, Minutes & Seconds. Other formats such as Decimal Degrees, Degrees with Decimal Minutes, "Lo" coordinates in X, Y & Z, are not compatible with the database & will lead to your application being rejected. For information on the different coordinate formats, please see conversion please see <https://www.ubergizmo.com/how-to/read-gps-coordinates/> & <http://www.ubergizmo.com/how-to/read-gps-coordinates/>. The following online tool can be used for coordinate conversion from Decimal Degrees to Degrees, Minutes & Seconds: <https://www.latlong.net/lat-long-dms.html>.
 - b. The structure's heights must be specified as follow:
 - i. Site Elevation (m): The orthometric height of the site above Mean Sea Level.
 - ii. Structure Height (m): Height of the structure above ground.
 - iii. Sub-Structure Height (m): Height of a foundation, footing, plinth, etc.
 - iv. Height to top of structure: The sum of Point i, ii & iii above.
 - c. If the Sub-Structure Height is less than 2m, please enter 0m as the Sub-Structure Height but include it to the Structure Height, rounded up to the nearest metre.
6. Return the application electronically to the SACAA by using the "Send as Email" button at the bottom of the form. This will convert the application data into a XML file, automatically open your email programme (MS Outlook or similar software), create a draft email addressed to obstacles@caa.co.za & attached the XML file. You may add additional supporting documents or email addresses to your application email.
7. The application email will be deposited in a central mailbox from where the XML file is loaded into the Obstacle Application Database. Please note that a PDF version of the form will not be accepted as it cannot be loaded into the Obstacle Application Database.
8. Please note that an Obstacle Application Fee is applicable. The Obstacle Application Fee is published in Civil Aviation Regulation Part 187 (User Fees) available on the SACAA's website (<http://www.caa.co.za/Pages/Information%20for%20the%20Public/Fees.aspx>) under "2. User Fees and Passenger Safety Charge (Part 187)". Also note that an additional fee might be charged if additional assessments or investigations are required. This will be communicated with the applicant prior to the commencement with any such assessment or investigation.

9. A proforma invoice will be requested from the SACAA's finance department & once received forwarded to the applicant email address contained in the application. Please indicate in the "Notes" section of the application form if an invoice rather than a proforma invoice is required by your organisation. Payment on submission of application is however preferred. Kindly note that approvals can only be released once payment is received.
10. Please follow the instructions published in Notice 2/2018 (Requirements for Payment of Obstacle Applications) published under Urgent Notices (<http://www.caa.co.za/Pages/Obstacles/Urgent-notices.aspx>) regarding the payment of obstacle applications. Please pay the proforma invoice/invoice in full as a single payment as part payments will lead to administrative delays. Forward the proforma invoice & proof of payment to obstacles@caa.co.za.
11. The application is processed by conducting a spatial assessment to determine what impact the structure might have on aviation activities and/or infrastructure. These investigations/assessments are not only limited to the Annex 14 Obstacle Limitation Surfaces (OLS) but could also include assessments to determine the impact on flight procedures (PANS-OPS), Communication-, Navigation- & Surveillance systems (CNS), aerodrome operations/developments, airspace, etc. This might require further detailed investigation or assessment. Some of the infrastructure/systems belong to the South African Air Force (SAAF) and might require referral to the SAAF's Obstacle Evaluation Committee (OEC) for further assessment or investigation.
12. Once this process has been completed, an Obstacle Approval Letter will be issued stating whether the application is approved or not. The Approval Letter will, if the application is approved, specify additional conditions such as marking or lighting requirement, height restrictions, etc.

Please note that when an application is approved, the approval will only be valid for a period of 5 years from date of issue unless "as built" data is submitted as soon as possible after the structure is constructed. When "as built" data is submitted a permanent approval will be issued which replaces the conditional approval.

Kindly note that the SACAA will endeavour to process applications within 30 working days of payment. This might not always be possible due to additional assessments, further investigation being required, referral to external parties for comment or the quantity of applications received.

For additional information please contact the Obstacle Inspectorate. The contact details are available on <http://www.caa.co.za/Pages/Obstacles/Contacts.aspx>.

Issued By

Manager: PANS-OPS
06 September 2018