**Notice Number:** ADN 10
**Issue Number:** 01
**Effective Date:** 13th March 2026

**Subject: Procedures for the Approval of Obstacles**

## 1 Purpose and Scope

1.1 The purpose of this Aerodrome Notice (ADN) is to notify aerodrome operators and applicants of the process for approval of obstacles within and/or in the vicinity of aerodromes within Republic of Seychelles.

1.2 This Aerodrome Notice applies to all permanent and temporary structures, installations, or developments that may penetrate or otherwise affect established Obstacle Limitation Surfaces (OLS) or impact the safety of aircraft operations.

## 2 Regulatory References

2.1 This Aerodrome Notice is issued in accordance with:

- SCAA Act, 2024
- Civil Aviation (Safety) Regulations, 2017
- Seychelles Technical Standards – Aerodromes (STS ADR)

2.2 The aerodrome operator shall ensure continued compliance with the applicable requirements of STS ADR, Issue 3, concerning obstacle management and safeguarding.

## 3. Introduction

3.1 The presence of obstacles within and around an aerodrome may constitute a hazard to aircraft operations, particularly during take-off, approach, and landing phases of flight.

3.2 In accordance with Seychelles Technical Standards – Aerodromes (STS ADR), the aerodrome operator is responsible for establishing and maintaining procedures to control obstacles within the aerodrome boundary and its vicinity.

3.3 No obstacle shall be erected, altered, or installed within or in the vicinity of an aerodrome without prior assessment and written approval from the SCAA.

## 4 Notification of Proposed Constructions

3.1 The aerodrome operator shall establish procedures and formal arrangements with relevant stakeholders and authorities for the timely notification of any proposed construction or development within or in the vicinity of the aerodrome that may exceed or penetrate established Obstacle Limitation Surfaces (OLS).

3.2 Prior to initiating any construction or installation within or in the vicinity of the aerodrome that may exceed the established obstacle limitation surfaces, the aerodrome operator shall consult the SCAA for guidance.

3.3 The aerodrome operator should conduct obstacle assessments for all proposed developments and submit the completed "AGA/FORM/16 – Application for Approval of Obstacles" along with relevant documents to the SCAA for review and approval prior to the commencement of any works.

*Note 1 – See appendix 1 for Application form for Approval of Obstacles*

*Note 2 - See appendix 2 for guidance on obstacles assessment sample*

*Note 3 – Refer to ASP 12 - Guidance on Development and Modification Works at the Aerodrome*

## 4 Submission of documents

4.1 The aerodrome operator is required to submit all the required documents to facilitate the processing of applications.

4.2 All obstacle application packages must be submitted to the SCAA obstacles email address: **obstacles@scaa.sc**

The obstacle application package must include (but is not limited to):

- Completed SCAA *AGA.FORM.16 - Application for Approval of Obstacles* form
- Google Earth KMZ/KML file
- PANS OPS, CNS, ATM assessment report (if applicable)
- Annex 14 Obstacle limitation surfaces (OLS) Obstacles Assessment Report
- Other relevant supporting documents (such as engineering drawings, etc…)

### 4.3 Processing Timeline

4.3.1 Once an obstacle application package is received by SCAA, an acknowledgement will be sent to confirm receipt. The application will then undergo an initial screening to ensure that all required information and supporting documents have been provided.

4.3.2 If the submission is found to be incomplete, the applicant will be promptly notified and requested to provide the missing information before further processing can continue.

4.3.3 Following successful screening, the application will be assessed in detail. This process, which includes the review of technical reports and supporting data, will normally be completed within **(7)** working days.

4.3.4 Upon completion of the oversight process, the outcome of the application including any decisions, recommendations, or required actions will be formally communicated to the applicant.

## 5. Queries

5.1 If there are any queries with regard to this Aerodrome Notice, please address them to the Head of Aerodrome & Ground Aids at seyaga@scaa.sc

**Aerodrome Safety & Standards Inspectorate**
**Seychelles Civil Aviation Authority**

## Appendix 1 - Application for Approval of Obstacles

*Available on SCAA Website*

**Application for Approval of Obstacles**

**Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.**

**FALSE REPRESENTATION STATEMENT**
It is an offence under Regulation 84 of the Civil Aviation (Safety) Regulations, 2017 to make, with intent to deceive, any false representation for the purpose of procuring for himself or another person, a grant, an issue, renewal or variation of any certificate, license, approval, permission, exemption, authorization, or other document.

| | | | | |
|---|---|---|---|---|
| **Submission Date:** | | | | |
| **1. Details of Applicant** | | | | |
| Name of Company: | | | | |
| Airport Certificate No.: | | | | |
| Name of Aerodrome: | | | | |
| Address: | | | | |
| Contact Details: | Tel: | Email: | | |
| **2. Details of Owner** | | | | |
| Name of Company: | | | | |
| Contact Person: | | | | |
| Address: | | | | |
| Contact details: | Tel: | Email: | | |
| **3. Structure Details** | | | | |
| Title of Structure: | | ☐ New | ☐ Shared | ☐ Replacement |
| Site Name: | | | | |
| Site Parcel No: | | | | |
| Planned Commencement Date of Works: | | | | |
| Estimated Completion Date of Works: | | | | |
| **4. Obstacle Information** | | | | |
| *Position/extent Information:* | | *Height/Elevation Information:* | | |
| LAT (Degrees): | LONG (Degrees): | Site Elevation (m): | | |

| | | | |
|---|---|---|---|
| LAT (Minutes): | LONG (Minutes): | Substructure Height (m): | |
| LAT (Seconds): | LONG (Seconds): | Superstructure Height (m): | |
| Coordinate Data Source: | | Total Height (m): | |
| If Other Specify: | | Elevation (m): | |
| Datum: | | Elevation/Height Source: | |

| **5. Supporting Documents to be attached** | | |
|---|---|---|
| ☐GIS/Google File | ☐Engineering Drawing | ☐Survey Report |
| ☐Other (Specify) | | |

| **4. Declaration** | |
|---|---|
| I hereby certify that the forgoing information is correct in every respect and no relevant information has been withheld. | |
| Name of Applicant: | |
| Position held: | |
| Signature: | Date: |

## Appendix 2 Obstacle Assessment Sample

*Available on SCAA Website*

[Aerodrome Name] [Reference number]

[Company Logo]

**Obstacle Assessment Report**
**for**
*[Proposed Structure]*

Reference number:
Date of Assessment:
Assessment Conducted By:
Post title:
Name of Company:
Aerodrome Name:

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[Aerodrome Name] [Reference number]

1. **Introduction**

*1.1*

2. **Regulatory References**

*2.2 [enter regulatory references]*

3. **Regulatory Requirements**

1. *[State relevant requirements regarding OLS]*

*Example:*

*STS ADR 8.3 Obstacles Limitations requirements, section 8.3.25. "New objects or extensions of existing objects shall not be permitted above a take-off climb surface except when, in the opinion of the Aerodrome Safety and Standards Inspectorate, the new object or extension would be shielded by an existing immovable object."*

4. **Assessment Criteria**

The assessment covers the following Obtacles Llimitation Surfaces categories:

- **[Description of Relevant surface affected]:**

**Example:**
***Approach Surface:*** *This surface protects the airspace in the direction of landing. Any obstacle within…….*

***Take-off Climb Surface****: This surface protects the airspace in the direction of departure. Structures or…….*

5. **Obstacle(s) Identification**

*4.1 [short description]*

| Obstacle(s) | Structure Location *Degrees/Minutes/Seconds* | Total Height (m) | OLS Affected |
|---|---|---|---|
| | Longitude:<br>Latitude: | | |
| | | | |

6. **Assessment**

*[short description]*

| Obstacle(s) | OLS Affected | Horizontal Infringement (m) | Vertical Infringement (m) | Max Compliant height (m) |
|---|---|---|---|---|
| | | | | |
| | | | | |

[Month - Year] Page 2 of 4

[Aerodrome Name] [Reference number]

7. **Impact Assessment**
*[short description]*
8. **Mitigation Measures**
*[short description]*
9. **Recommendations**

[Aerodrome Name] [Reference number]

| Prepared by | Endorsed by |
|---|---|
| **Signature:** | **Signature:** |
| **Date:** | **Date:** |

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