



THE REPUBLIC OF UGANDA  
Registered at the  
General Post Office for  
transmission within  
East Africa as a  
Newspaper

# The LAW DEVELOPMENT CENTRE REFERENCE LIBRARY



Published  
by  
Authority

# Uganda Gazette

Vol. C No. 57

19th October, 2007

Price: Shs. 1000

## CONTENTS

	PAGE
The Advocates Act—Notices ... ..	465
The Local Governments Act— Notices ... ..	465-466
The Local Governments (Rating) Act— Notices	467
The Companies Act— Notice ... ..	467-468
The Trademarks Act—Registration of Applications	468-470
Advertisements ... ..	470-474

## SUPPLEMENTS

### Statutory Instruments

No. 50—The Civil Aviation (Aerodromes) Regulations, 2007.  
No. 51—The Local Council Courts Regulations, 2007.

General Notice No. 677 of 2007.

This is to notify that Trade mark No. 17881 advertised in the *Uganda Gazette* dated 10th September 1993 had an error as below:-

1. There was an error in the registration of the Trade mark V.I.P which the prior registration was advertised in the *Uganda Gazette* Vol. LXXXVI No. 39 General Notice No. 197/93. The proprietor of the said mark was advertised as V.I.P Dry Cleaning Limited of P.O. Box 182 Kampala.
2. That the proprietor ought to have been White Rose Dry Cleaners Limited and not V.I.P Dry Cleaning Limited.
3. The other details advertised remain unchanged.
4. Any person who has grounds to oppose the above changes may lodge a notice of opposition.
5. Notice is hereby given that if no objection is made within 60 days of the advert. the said error shall be rectified accordingly.

Dated at Kampala this 7th day of August, 2007.

MERCY KYOMUGASHO K. NDYAHIKAYO  
Assistant Registrar of Trade Marks.

General Notice No. 678 of 2007.

## THE ADVOCATES ACT. NOTICE.

### APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Nabuso Diana Katimbo who is stated to be a holder of Bachelor of Laws Degree of Makerere University having been awarded a Degree on the 21st day of November, 2003 and to have been awarded a Diploma in Legal Practice by the Law Development Centre on the 27th day of July, 2007 for the issue of a Certificate of Eligibility for entry of her name on the Roll of Advocates for Uganda.

Kampala. HELLEN OBURA,  
16th October, 2007. Acting Secretary, Law Council.

General Notice No. 679 of 2007.

## THE ADVOCATES ACT. NOTICE.

### APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Brian Nsiko Tendo who is stated to be a holder of Bachelor of Laws of The University of Sheffield having been awarded a Degree on the 26th day of July, 1996 and to have been awarded a Diploma in Legal Practice by the Law Development Centre on the 27th day of July, 2007 for the issue of a Certificate of Eligibility for entry of his name on the Roll of Advocates for Uganda.

Kampala, STELLA NYANDRIA,  
17th September, 2007. for Acting Secretary, Law Council.

General Notice No. 680 of 2007.

## THE LOCAL GOVERNMENTS ACT CAP 243 Section 107 NOTICE

### PUBLICATION OF POLLING DAY FOR PURPOSES OF THE LOCAL GOVERNMENT COUNCIL BY-ELECTION IN NAKAPIRIPIT DISTRICT.

NOTICE IS HEREBY GIVEN by the Electoral Commission in accordance with Section 107 of the Local Governments Act, Cap 243 that the 25th day of October, 2007 is hereby appointed polling day for purposes of the Local Government Council by-election in Nakapiripit District.

Issued at Kampala this 18th day of October, 2007.

ENG DR. BADRU M. KIGGUNDU,  
Chairman, Electoral Commission.

General Notice No. 681 of 2007.

## THE LOCAL GOVERNMENTS ACT CAP 243 Section 137(1) NOTICE

### PUBLICATION OF RESULTS FOR SUBCOUNTY/ TOWN/MUNICIPAL DIVISION LOCAL GOVERNMENT COUNCIL INTERIM CHAIRPERSONS, 2007.

NOTICE IS HEREBY GIVEN by the Electoral Commission that the results in the attached Schedule is hereby published in accordance with Section 137(1) of the Local Governments Act, Cap 243.

LOCAL GOVERNMENT COUNCIL ELECTIONS, 2007  
SUBCOUNTY/TOWN/MUNICIPAL DIVISION LEVEL

LIST OF ELECTED INTERIM CHAIRPERSONS

<i>District</i>	<i>Constituency</i>	<i>Subcounty</i>	<i>Name</i>	<i>Party or Independent</i>
07 IGANGA	030 BUGWERI COUNTY	06 IGOMBE	MUKOKA, Manuel	NRM
14 KAPCHORWA	075 KWEEN COUNTY	06 KWOSIR	CHEBET, Patrick Mangusho	NRM
	076 TINGEY COUNTY	08 GAMOGO	SODO, Joseph	NRM
31 MUBENDE	166 BUWEKULA COUNTY	08 KIGANDO	KAHINDI, Winston	NRM
		09 NABINGOLA	KWIZERA, Sam	NRM
	167 KASSANDA CTY NORTH	03 KALWANA	KAZIRO, Sulaiman	NRM
		04 KITUMBI	NSUBUGA, Emmanuel	NRM
39 TORORO	209 WEST BUDAMA CTY NORTH	06 NAGONGERA TOWN COUNCIL	OPIO, Pius	NRM
41 BUGIRI	033 BUKOOLI SOUTH	06 BUHEMBA	SIKUKU, Francis	NRM
51 SIRONKO	128 BUDADIRI COUNTY EAST	06 BUKYABO	KIBISI, Innocent	NRM
		07 BUGITIMWA	NEWUMBE, Agnes	NRM
		08 MASABA	KIGANGA, Musalo Christopher	NRM
	129 BUDADIRI COUNTY WEST	06 BUKIYI	WAMBOGA, Akisoferi	NRM
		07 BUNYAFWA	WETTAKA, Woniala Salapio	NRM
		08 BUWASA	NANGAI, Sulaiman	FDC
60 BUTALEJA	208 BUNYOLE COUNTY	09 BUSOLWE T.C.	WALUGO, Issah	NRM
67 MANAFWA	126 BUBULO COUNTY WEST	07 BUKUSU	BUSIMA, Teddy	NRM
	127 BUBULO COUNTY EAST	06 MAGALE	WATIBINI, John	NRM
		07 NAMABYA	WAFULA, Patrick	NRM
		08 TSEKULULU	MUKHONO, Peter	NRM
79 BUKEDDEA	096 BUKEDDEA COUNTY	06 BUKEDDEA TOWN COUNCIL	IGUNE, Alfred	NRM

ISSUED at Kampala this 5th day of October, 2007.

ENG. DR. BADRU M. KIGGUNDU,  
Chairman, Electoral Commission.

General Notice No. 684 of 2007.

KIBAALE TOWN COUNCIL  
OFFICE OF THE TOWN CLERK  
P.O. BOX 3, KARUGUUZA

THE LOCAL GOVERNMENT (RATING) ACT, 2005  
SECTION 21(1)-(2)

THE GENERAL PUBLIC is hereby informed that under section 21(1) of the Local Government (Rating) Act, 2005, the Valuation List for Kibaale Town Council has come into force. Property owners should take note accordingly.

Dated this 10th day of October, 2007.

KANDOLE SIMON PETER,  
*Principal Township Officer.*

General Notice No. 685 of 2007.

KALANGALA TOWN COUNCIL  
OFFICE OF THE TOWN CLERK  
P.O. BOX 2, KALANGALA

NOTICE OF COMPLETION OF FINAL VALUATION  
LIST

This is to inform the General Public that a final valuation list for all properties in Kalangala Town is out and property owners can cross check the amounts charged against their properties on the Town Council Notice Boards or in the Town Treasurer's Office and start prompt payment of the property tax to the Council Cashier.

Dated this 3rd day of July, 2007.

CHEMBU JOSEPH,  
*Town Clerk.*

General Notice No. 686 of 2007.

KALANGALA TOWN COUNCIL  
OFFICE OF THE TOWN CLERK  
P.O. BOX 2, KALANGALA

DEPOSIT OF PROPOSED STRUCTURE PLAN FOR  
KALANGALA TOWN COUNCIL.

In accordance with section (1), (2) and (3) Part III of the Town Council and Country Planning Act Cap 246, Notice of deposit of the above Plan 2007-2017 is hereby displayed for a period of 3 months with effect from August 2007 for public scrutiny from Monday to Friday between 8.00 a.m.-5.00p.m.

Copies of the same can be viewed from Kalangala Town Council Offices and Skynet Stationery Shop.

Dated this 19th day of October, 2007.

CHEMBU JOSEPH,  
*Town Clerk.*

General Notice No. 682 of 2007.

THE COMPANIES ACT, LAWS OF UGANDA, 2000.  
(CAP. 110).  
NOTICE

PURSUANT to section 19(4) of the Companies Act, notice is hereby given that Mikwano Investments (U) Limited has by special Resolution passed on 14th September, 2007 and with the approval of the Registrar of Companies changed in name to Mikwano Investments Limited and that such new name has been entered in my register.

Dated at Kampala this 14th day September, 2007.

RUTA DARIUS,  
*Assistant Registrar of Companies.*

General Notice No. 683 of 2007.

THE COMPANIES ACT, LAWS OF UGANDA, 2000.  
(CAP. 110).  
NOTICE

PURSUANT to section 19(4) of the Companies Act, notice is hereby given that SPIID-COM (U) Ltd has by special Resolution passed on 4th October, 2007 and with the approval of the Registrar of Companies changed in name to KICTECH Limited and that such new name has been entered in my register.

Dated at Kampala this 10th day October, 2007.

KATUTSI VINCENT,  
*for Registrar of Companies.*

General Notice No. 687 of 2007.

IN THE MATTER OF THE COMPANIES ACT  
(CAP. 110)  
AND

IN THE MATTER OF PATEL SHAH JOSHI &  
COMPANY LIMITED.

REVOCATION OF VOLUNTARY WIND UP.

NOTICE is hereby given that by special resolution of the members of the above company dated 11th September, 2007 the decision to wind up the above company hitherto passed by the members was rescinded and Mr. Robert Nakabaale was accordingly relieved of his duties as Liquidator.

The public is therefore, hereby notified that the directors of the above company have hence forth resumed their duties as managers pursuant to the Companies Act (Cap. 110), Laws of Uganda.

The Registered office of the Company remains at Bhatia Building, Plot 8, Wilson Road, Kampala, P.O. Box 6799, Kampala.

Dated at Kampala this 11th day of September, 2007.

MANESH S. SHAH,  
*Chairman, Board of Directors.*

General Notice No. 688 of 2007.

IN THE MATTER OF THE COMPANIES ACT  
(CAP. 110)  
AND

IN THE MATTER OF CM SHAH AND COMPANY  
LIMITED.

REVOCATION OF VOLUNTARY WIND UP.

NOTICE is hereby given that by special resolution of the members of the above company dated 11th September, 2007 the decision to wind up the above company hitherto passed by the members was rescinded and Mr. Robert Nakabaale was accordingly relieved of his duties as Liquidator.

The public is therefore, hereby notified that the directors of the above company have hence forth resumed their duties as managers pursuant to the Companies Act (Cap. 110), Laws of Uganda.

The Registered office of the Company remains at Bhatia Building, Plot 8, Wilson Road, Kampala. P.O. Box 6799, Kampala.

Dated at Kampala this 11th day of September, 2007.

MANESH S. SHAH,  
*Chairman, Board of Directors.*

General Notice No. 689 of 2007.

IN THE MATTER OF THE COMPANIES ACT

(CAP. 110)

AND

IN THE MATTER OF JOHNSTONE STREET  
PROPERTIES LIMITED.

REVOCATION OF VOLUNTARY WIND UP.

NOTICE is hereby given that by special resolution of the members of the above company dated 11th September, 2007 the decision to wind up the above company hitherto passed by the members was rescinded and Mr. Robert Nakabaale was accordingly relieved of his duties as Liquidator.

The public is therefore, hereby notified that the directors of the above company have hence forth resumed their duties as managers pursuant to the Companies Act (Cap. 110), Laws of Uganda.

The Registered office of the Company remains at Bhatia Building, Plot 8, Wilson Road, Kampala, P.O. Box 6799, Kampala.

Dated at Kampala this 11th day of September, 2007.

MANESH S. SHAH,  
Chairman, Board of Directors.

General Notice No. 690 of 2007.

THE TRADE MARKS ACT.

(Cap. 83).

NOTICE.

NOTICE IS HEREBY GIVEN that any person who has grounds to oppose the registration of any of the marks advertised herein may within sixty days from the date of this *Gazette*, lodge a Notice of opposition on Trade Mark Form No. 6 together with a fee of Shs. 4000 in case of National applicants or US\$ 250 in case of Foreign applicants. The period of lodging Notice of opposition may be extended in suitable cases by the Registrar as he thinks fit upon such terms as he may direct. Formal opposition should not be lodged until after reasonable notice has been given by letter to the applicant so that he may have an opportunity to withdraw his application before the expense of opposition proceedings is incurred. Failure to give such notice will be taken into account in considering any application by the opponent for an order for costs if the opposition is uncontested by the applicant. Representations of the marks herein advertised can be inspected at the office of the Registrar of Trade Marks, Amamu House, Plot No. 5B George Street, P.O. Box 6848, Kampala.

(21) APPLICATION NO. 30315 IN PART "A".  
(52) Class 31.  
(54)



(53)  
(59)  
(64)  
(57) *Nature of goods*— All goods included in class 31.  
(73) *Name of applicant*—Nile Agro Industries Limited.  
(77) *Address*— P.O. Box 996, Jinja-Uganda.  
(74)  
(22) *Date of filing application*— 1st October, 2007.

(21) APPLICATION NO. 30317 IN PART "A".  
(52) Class 16.  
(54)



(53)  
(59)  
(64)  
(57) *Nature of goods*— All goods included in class 16.  
(73) *Name of applicant*—Nile Agro Industries Limited.  
(77) *Address*— P.O. Box 996, Jinja-Uganda.  
(74)  
(22) *Date of filing application*— 1st October, 2007.

(21) APPLICATION NO. 30347 IN PART "A".  
(52) Class 5.  
(54)

PRASIL

(53)  
(59)  
(64)  
(57) *Nature of goods*— All goods included in class 5.  
(73) *Name of applicant*—Shurik Limited.  
(77) *Address*— Plot 51/2 Kampala Road, P.O. Box 3516, Kampala-Uganda.  
(74) John B. Kakooza Advocate & Commissioner For Oaths, P.O. Box 21852, Kampala-Uganda.  
(22) *Date of filing application*— 15th October, 2007.

(21) APPLICATION NO. 30349 IN PART "A".  
(52) Class 5.  
(54)



(53) *Disclaimer*—Registration of this Trade mark shall give no right to the exclusive use of the words 'MORINGA HERBAL SOLUTIONS', 'GOOD LIFE WITH MORINGA', 'MORINGA BAG', and 'GREEN' except as represented

(59)  
(64)  
(57) *Nature of goods*— Herbal medicine.  
(73) *Name of applicant*—Shahabi Trading.  
(77) *Address*— P.O. Box 2531, Kampala.  
(74)  
(22) *Date of filing application*— 17th October, 2007.

- (21) APPLICATION No. 30348 IN PART "A".  
 (52) Class 9.  
 (54)

- (53)  
 (59)  
 (64)



- (57) *Nature of goods*— All goods in class 9.  
 (73) *Name of applicant*—Fone Plus Limited.  
 (77) *Address*— P.O. Box 7420, Kampala, Uganda.  
 (74)  
 (22) *Date of filing application*— 8th October, 2007.

- (21) APPLICATION No. 30363 IN PART "A".  
 (52) Class 30.  
 (54)

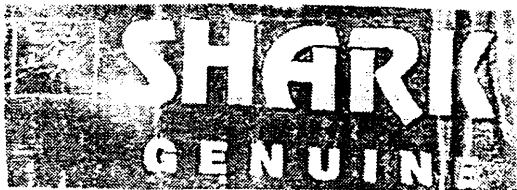


- (53) *Disclaimer*—Registration of this Trade mark shall give no right to the exclusive use of the words 'String & Jag', 'TEA BAGS', and '100 TEA BAGS' except as represented.

- (59)  
 (64)

- (57) *Nature of goods*— Tea.  
 (73) *Name of applicant*—Rwenzori Commodities Ltd.  
 (77) *Address*— P.O. Box 20072, Kampala.  
 (74)  
 (22) *Date of filing application*— 17th October, 2007.

- (21) APPLICATION No. 29946 IN PART "A".  
 (52) Class 12.  
 (54)



- (53) *Disclaimer*—Registration of this Trade mark shall give no right to the exclusive use of the word 'GENUINE' except as represented.

- (59)  
 (64)

- (57) *Nature of goods*— Bicycles and parts thereof.  
 (73) *Name of applicant*—R & R Bikes (U) Limited.  
 (77) *Address*— P.O. Box 27942, Kampala.  
 (74)  
 (22) *Date of filing application*— 7th June, 2007.

- (21) APPLICATION No. 30345 IN PART "A".  
 (52) Class 16.  
 (54)



- (53)  
 (59)  
 (64)

- (57) *Nature of goods*— Letterheads and all goods included in Class 16.

- (73) *Name of applicant*—Nanjing Executive Chinese Restaurant & Motel Ltd.

- (77) *Address*— P.O. Box 37021, Kampala.

- (74)

- (22) *Date of filing application*— 15th October, 2007.

- (21) APPLICATION No. 30338 IN PART "A".  
 (52) Class 16.  
 (54)



- (53)

- (59)

- (64)

- (57) *Nature of goods*— Publications and Newspapers.

- (73) *Name of applicant*—Red Pepper.

- (77) *Address*— P.O. Box 36036, Kampala.

- (74)

- (22) *Date of filing application*— 10th October, 2007.

- (21) APPLICATION No. 30335 IN PART "A".  
 (52) Class 16.  
 (54)



- (53)

- (59)

- (64)

- (57) *Nature of goods*— Publications and Newspapers.

- (73) *Name of applicant*—Red Pepper.

- (77) *Address*— P.O. Box 36036, Kampala.

- (74)

- (22) *Date of filing application*— 10th October, 2007.

- (21) APPLICATION No. 30332 IN PART "A".  
 (52) Class 16.  
 (54)

**PEPPER  
SPORT**

- (53)  
 (59)  
 (64)  
 (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.  
 (21) APPLICATION No. 30327 IN PART "A".  
 (52) Class 16.  
 (54)



**A HYENA'S TALE**

- (53)  
 (59)  
 (64)  
 (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.  
 (21) APPLICATION No. 30333 IN PART "A".  
 (52) Class 16.  
 (54)

**RED  
PEPPER**

- (53)  
 (59)  
 (64)  
 (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.  
 (21) APPLICATION No. 30330 IN PART "A".  
 (52) Class 16.  
 (54)

**KICKOFF BIG  
ON SPORT**

- (53)  
 (59)  
 (64)

- (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.  
 (21) APPLICATION No. 30334 IN PART "A".  
 (52) Class 16.  
 (54)

**SATURDAY  
PEPPER**

- (53)  
 (59)  
 (64)  
 (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.  
 (21) APPLICATION No. 30336 IN PART "A".  
 (52) Class 16.  
 (54)

**SUNDAY  
PEPPER**

- (53)  
 (59)  
 (64)  
 (57) *Nature of goods*— Publications and Newspapers.  
 (73) *Name of applicant*—Red Pepper.  
 (77) *Address*— P.O. Box 36036, Kampala.  
 (74)  
 (22) *Date of filing application*— 10th October, 2007.

Kampala, KATUTSI VINCENT.  
 18th October, 2007. Assistant Registrar of Trade Marks.

## ADVERTISEMENTS

### THE REGISTRATION OF TITLES ACT.

(Cap. 230).

### NOTICE.

### ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Bulemezi Block 606 Plot 10 Land at Mamuli.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Gasta Kabonge of Mamuli P.O Luweero, a special Certificate of Title under the above Block and Plot, the duplicate Certificate of Title which was originally issued having been lost.

Bukalasa, NABUKEERA MADINAH.  
 14th September, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 347 Plot 872 .

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Nahurira Mike Apollo Nshakira P.O. Box 35231, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, NABUKEERA MADIINAH,  
10th September, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 359 Plot 65, 30.0 Acres at Nakatema.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Mikael K. Zake of Kiringente, Mawokota, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA.,  
15th October, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Buruli Block 64 Plot 5 Area 179.5 Hectares Land at Lwakabamba.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Yokana Kasirye Sendagire, a special Certificate of Title under the above Block and Plot, the duplicate Certificate of Title which was originally issued having been lost.

Bukalasa, NABUKEERA MADINAH,  
11th October, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 114 Plot 33, 3.0 Acres at Masoli.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Gertrude Nagawa Nalongo of Masoli, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA,  
26th September, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyaggwe Block 176 Plot 238 Area 2.430 Hectares at Tebalowoza .

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Rev. Fr. Denis Luntamye of P.O. Box, 87, Lugazi, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Mukono, OVERSON ARINAITWE,  
16th October, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATES OF TITLES.

Kibuga Block 33 Plot 650.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Hajati Safina, Nakawunde, Sebyatika, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, SAM TAYEBWA,  
21st September, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 274 Plot 42 .

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Kadija Kyofuna, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, NAMUTEBI VERONICA,  
4th October, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 78 Plot 190 .

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Issa Serwanja, Mustafa Kibugo, Hadijja Nalwoga and Maimuna Namyalo, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, NAMUTEBI VERONICA,  
4th October, 2007. *for Ag. Commissioner Land Registration.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATES OF TITLES.

Mawokota Block 93 Plot 36, 0.767 Hectare at Mende.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Joyce Nakanyike of P.O. Box 306797, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA,  
15th October, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATES OF TITLES.

Kyadondo Block 223 Plot 897, 0.167 Hectare at Nabwojo &amp; Namugongo.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Robinah Ngangi of P.O. Box 5369, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA,  
5th October, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Mawokota Block 292 Plot 26 Approx. 31.0 Acres at Buunga.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Sefoloza Nandaula of P.O. Box 3891, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, GODLIVE NAYEBARE  
24th January, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Freehold Register—Volume 372 Folio 7 Plot 3 (Out of Plot 1-15 Amberly Road) Amberly Lane 111, Jinja.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Robert Mwesigwa of P.O. Box 7453, Kampala, a special Certificate of Title under the above Volume and Folio, the Certificate of Title which was originally issued having been lost.

Kampala, GODLIVE NAYEBARE,  
18th October, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATES OF TITLES.

Busiro Block 338 Plot 420, 0.751 at Kiwatule.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Nsubuga Godfrey Paslali Tebugwawo of P.O. Box 14056, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA,  
25th September, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 347 Plot 77, 0.81 Hectare at Nalumunye.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Paulo Muwonge of P.O. Box 5914, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA,  
26th September, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 253 Plot 804, 0.081 of a Hectare at Lukuli.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Edisa Nalwanga of P.O. Box 23182, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K MPAKA  
4th October, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Bulemezi Block 643 Plot 26 Land at Nkologi &amp; Kikube.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Ewumeri Namdzi of Watuba P.O Matuga, a special Certificate of Title under the above Block and Plot, the duplicate Certificate of Title which was originally issued having been lost.

Bukalasa, NABUKEERA MADINAH,  
18th September, 2007. for Ag. Commissioner Land Registration.



## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Bulemezi Block 631 Plot 77, Area 2.00 Hectares Land at Nsasi.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Festo Mayanja Kasujja of Busiro P.O Kakiri, a special Certificate of Title under the above Block and Plot, the duplicate Certificate of Title which was originally issued having been lost.

Bukalasa, NABUKEERA MADINAH,  
4th October, 2007. for Ag. Commissioner Land Registration.

IN THE HIGH COURT OF UGANDA HOLDEN  
AT JINJA

## ADMINISTRATION CAUSE NO. 98 OF 2007.

In the matter of the Estate of the Late Ruth Egulansi Musoke of Bukaya West Village, Njeru East Parish, Njeru Town Council, Mukono District  
and

In the matter of an Application for Letters of Administration by Ms. Nanziri Catherine (Grand Daughter) of Kiryowa, Mukono District

## NOTICE OF APPLICATION

## TO WHOM IT MAY CONCERN

TAKE NOTICE THAT an application for grant of letters of Administration to the estate of the late Ruth Egulansi Musoke has been lodged in this Court by Nanziri Catherine (Granddaughter to the deceased).

This Court will proceed to grant the same if no caveat is lodged with this court within fourteen (14) days from the date of publication of this notice unless cause be shown to the contrary.

Dated at Jinja this 16th day of August, 2007.

P.P OKELLO.  
Assistant Registrar.

## IN THE HIGH COURT OF UGANDA AT KAMPALA

## ADMINISTRATION CAUSE NO. 1640 OF 2007.

In the matter of the Estate of the Late Sabina Nayiga  
and

In the matter of an Application for Letters of Administration by Nattabi Alice Namatovu (Niece)

## NOTICE OF APPLICATION

## TO WHOM IT MAY CONCERN

TAKE NOTICE THAT an application for Letters of Administration of the Estate of the late Sabina Nayiga (deceased) has been lodged in this Honourable Court by Nattabi Alice Namatovu (niece).

This Court will proceed to grant the same if no caveat is lodged with this court within fourteen (14) days from the date of publication of this notice unless cause be shown to the contrary.

Under my hand and the Seal of this Court this 19th October, 2007.

A.O ARUTU,  
Registrar Family.

## IN THE MATTER OF KYAKUWA THERESA

(Formerly RESTE LUMU)

## DEED POLL

By this Deed, which is intended to be registered in the Registry of Documents, Kampala, I undersigned Kyakuwa Theresa of P.O. Box 37083, Kampala, Uganda now or lately called Reste Lumu, do hereby for myself from the date hereof, unequivocally renounce and discard the name of Reste Lumu and hence forth assume the name of Kyakuwa Theresa as my name;

In pursuance of the change, I hereby declare that I shall at all times hereafter in all records, deeds, actions, instruments and proceedings and all dealings and transactions and on all occasions whatsoever, use, sign and be identified by the name of Kyakuwa Theresa.

And I hereby authorise and request all persons to henceforth designate and address me by the name Kyakuwa Theresa only.

In witness whereof I have hereunto undersigned my name of Kyakuwa Theresa and have fixed my signature hereto this 11th day of April, 2007.

Signed and delivered by the above named Kyakuwa Theresa (Formerly Reste Lumu).

Dated on this 11th day of April, 2007 at Kampala, Uganda.

KYAKUWA THERESA,  
Renouncer.

IN THE CHIEF MAGISTRATES COURT OF ARUA AT  
ARUA

## MISC. CAUSE NO. 0011 OF 2007

IN THE MATTER OF THE MONEY-LENDER'S ACT  
(CAP. 273)

## AND

IN THE MATTER OF THE MONEY-LENDERS  
(LICENCES AND CERTIFICATES) RULES SI 273-1IN THE MATTER OF AN APPLICATION FOR A  
MONEY-LENDERS' CERTIFICATE BY NILE MICRO-  
FINANCE (U) LIMITED

## NOTICE OF APPLICATION

NOTICE is hereby given to the general public that an application for a grant of a Money-Lenders' Certificate to the above named Applicant has been lodged in the Chief Magistrate's Court of Arua at Arua.

The said application is fixed for hearing before the Chief Magistrate in the Chief Magistrate's Court of Arua at Arua on the 19th day of November, 2007 at 9.00 O'clock or soon thereafter.

Any person desirous of supporting or opposing the said application should appear at the time of hearing in person or by Advocate for that purpose. That person must give NILE MICRO-FINANCE (U) LIMITED notice of his intention to do so. The notice must state the name and address of that person or firm or that of his Advocate and the grounds in support or for the objection and the said notice must reach the Applicant at least 14 days before the date of the Application.

DATED at Arua this 2nd day of October 2007.

  
Magistrate.

## DEED POLL

By this Deed Poll I Akankwasa Turya Wilber of P.O. Box 1081, Mbarara, Uganda do hereby absolutely renounce and abandon the use of my names Turyamarwaki A. Wilber and Turyamaraki Wilber A and in lieu thereof do assume as from the date thereof the use of the name Akankwasa Turya Wilber and in pursuance of such a change of the names as aforesaid I hereby declare that I shall at all times hereinafter in all records/deeds, and instruments in writing and all proceedings and all dealings and transactions upon all matters and occasions whatsoever use and sign the names of Akakwansa Turya Wilber as my names in lieu of the abandoned names of Turyamarwaki A Wilber and Turyamaraki Wilber A as renounced as aforesaid.

However all documents and writing whatsoever preceding this Deed Poll bearing the above mentioned renounced names shall remain valid. I expressly herenow and henceforth authorize and request all persons at all times hereafter to designate and address me by such names of Akakwansa Turya Wilber accordingly.

In witness whereof I have hereunto signed my assumed names of Akakwansa Turya Wilber and have set forth my signature this 17th day of July, 2007.

Signed, Sealed and Delivered by the said AKANKWANSATURYA WILBER.

AKANKWANSATURYA WILBER.  
*Renouncer.*

## DEED POLL

By this Deed Poll I Peace Apophia Keza of c/o Kusiima & Co. Advocates, P.O. Box 15075, Kampala; Do hereby absolutely renounce and abandon the use of my former names of Apophia Busingye and in lieu thereof, do assume as from the date hereof the use of the names of Peace Apophia Keza and in pursuance of such a change of name as aforesaid I hereby declare that I shall at all times hereinafter, in all records, deeds and instruments in writing and in all occasions, suits and proceedings and in all dealings and transactions upon all matters and occasions whatsoever, use and sign the said names of Peace Apophia Keza as my names in lieu of the abandoned names of Apophia Busingye so renounced as aforesaid.

And I hereby authorize and request all persons to designate and address me by such assumed names Peace Apophia Keza.

In witness whereof I have hereunder signed my assumed names of Peace Apophia Keza and have set my signature this 10th day of October, 2007.

Signed, Sealed and Delivered by the above named PEACE APOPHIA KEZA.

PEACE APOPHIA KEZA.  
*Renouncer.*

IN THE MATTER OF BIRTHS AND DEATHS  
REGISTRATION ACT CAP 309

AND

## IN THE MATTER OF CHANGE OF NAME

## DEED POLL

Know ye all men by this Deed Poll, that I DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND of c/o P.O. Box 16709 Kampala, formerly known as James Opolot, do hereby renounce and abandon the use of my former name and in lieu thereof assume as from 11th day of October, 2007 the name of DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND applied in any order.

For purposes of evidencing such change of name, I hereby declare that at all material times hereinafter in all records, deeds, documents and instruments in writing and in all dealings and transactions upon all occasions whatsoever I will use or subscribe to the use of the name DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND in lieu of the name James Opolot as abandoned.

And I hereby expressly authorize and require that all persons whosoever describe and address me at all material times by the name DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND.

In witness whereof, I have hereunto subscribed my adopted and substituted name of DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND this 11th day of October, 2007.

Dated at Kampala this 11th day of October, 2007 by me the said DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND.

DHOHRSZIEDYEHT HAEMSAUELFFWEIT AANBEND,  
*Renouncer.*

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Bulemezi Block 38 Plot 42, Area: 7.9 Hectares Land at Kiyana.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Hassan Kiwalyaga Mutyaba, a special Certificate of Title under the above Block and Plot, the duplicate Certificate of Title which was originally issued having been lost.

Bukalasa, NABUKEERA MADINAH,  
27th September, 2007. for Ag. Commissioner Land Registration.

## THE REGISTRATION OF TITLES ACT.

(Cap. 230).

## NOTICE.

## ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 321 Plot 98, 0.410 of a Hectare at Kapeka.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of United Families Multi-Purpose Co-operative Society Limited of P.O. Box 2691, Kampala, a special Certificate of Title under the above Block and Plot, the Certificate of Title which was originally issued having been lost.

Kampala, G.K. MPAKA.  
28th September, 2007. for Ag. Commissioner Land Registration.

**STATUTORY INSTRUMENTS SUPPLEMENT**

*to The Uganda Gazette No. 57 Volume C dated 19th October, 2007*

Printed by UPPC, Entebbe, by Order of the Government.

---

---

**S T A T U T O R Y   I N S T R U M E N T S**

**2007 No. 50.**

**THE CIVIL AVIATION (AERODROMES) REGULATIONS, 2007.**

---

**ARRANGEMENT OF REGULATIONS.**

**PART I—PRELIMINARY**

*Regulation*

1. Citation and commencement
2. Application of Regulations
3. Interpretation
4. Use of common reference systems
5. Categories of aerodromes

**PART II—CONSTRUCTION OF AERODROMES**

6. Application of Part
7. Requirements for application for aerodrome construction permit
8. Issuance of aerodrome construction permit
9. Design and construction of aerodrome
10. Requirement for aerodrome design
11. Aerodrome reference code

**PART III—LICENSING OF AERODROMES**

12. Application of Part
13. Application for licence
14. Conditions for issuance of licence
15. Breach of conditions of licence
16. Issuance of licence
17. Aerodrome licence

## *Regulation*

18. Validity of licence
19. Renewal of licence
20. Amendment of licence
21. Suspension and cancellation of licence
22. Charges at licensed aerodrome
23. Licences register
24. Operator to notify and furnish information

### PART IV—AERODROME CERTIFICATION

25. Application of Part
26. Application for certificate
27. Conditions for issuance of certificate
28. Breach of conditions of certificate
29. Issuance of certificate
30. Aerodrome not to be operated without certificate
31. Validity of certificate
32. Amendment of certificate
33. Suspension and cancellation of certificate
34. Surrender of certificate
35. Charges at certificated aerodrome

### PART V—OBLIGATIONS OF AERODROME OPERATOR

36. Application of Part
37. Compliance with conditions
38. Competence of operational and maintenance personnel
39. Aerodrome operations and maintenance
40. Safety management system
41. Storage of inflammable and other dangerous goods
42. Safety measures against fire
43. Access to and operations within restricted area of aerodrome
44. Entry into or exit from restricted area of aerodrome
45. Test-running of aircraft engine
46. Certain acts prohibited on aerodrome
47. Removal of obstructions from aerodrome
48. Maintenance of environment management programme
49. Protection of navigation aids
50. Responsibilities of operator

## *Regulation*

- 51. Staff of Authority to access aerodrome
- 52. Notifying and reporting
- 53. Special inspections
- 54. Warning notices

### PART VI—AERODROME MANUAL

- 55. Application of Part
- 56. Requirements for aerodrome manual
- 57. Information to be included in aerodrome manual
- 58. Amendment of aerodrome manual

### PART VII—WILDLIFE HAZARD MANAGEMENT

- 59. Application of Part
- 60. Animals not allowed in restricted area of aerodrome
- 61. Wildlife hazard management
- 62. Bird hazard reduction at aerodrome

### PART VIII—OBSTACLE RESTRICTIONS AND REMOVAL

- 63. Application of Part
- 64. Requirements for obstacle limitation
- 65. Establishment of obstacle limitation surfaces
- 66. Authorisation to construct within the vicinity of an aerodrome
- 67. Removal of obstacle
- 68. Marking and lighting of obstacle

### PART IX—AERONAUTICAL GROUND LIGHTING

- 69. Application of Part
- 70. Establishment and maintenance of aeronautical ground lights
- 71. Secondary power supply
- 72. Aeronautical beacons

### PART X—AERODROME VISUAL AIDS

- 73. Application of Part
- 74. Wind direction indicators
- 75. Signalling lamp
- 76. Signal panel and signalling area
- 77. Markings

## *Regulation*

78. VOR aerodrome checkpoint marking
79. Aircraft stand markings
80. Apron safety lines
81. Road-holding positions
82. Mandatory instruction markings and signs
83. Information marking
84. Visual aids for denoting obstacles
85. Obstacles to be marked or lighted
86. Visual aids for denoting restricted areas

### PART XI—AERODROME OPERATIONAL SERVICES, EQUIPMENT, INSTALLATIONS AND FACILITIES

87. Application of Part
88. Immigration, customs and health functions at aerodromes
89. Supply of aviation fuel to aircraft
90. Aerodrome emergency planning
91. Emergency planning committee
92. Aerodrome emergency exercise
93. Emergency operation centre and command post
94. Emergencies in difficult environment
95. Aerodrome rescue and fire fighting services
96. Removal of disabled aircraft
97. Apron management service
98. Ground servicing of aircraft
99. Aerodrome vehicle operation
100. Location, construction and installation of equipment on operational areas
101. Fencing of aerodromes and installations
102. Maintenance of safety inspection programme
103. Maintenance of fire prevention programme
104. Access of ground vehicles to aerodrome movement area

### PART XII—AERODROME MAINTENANCE

105. Application of Part
106. Maintenance programme
107. Maintenance of pavements
108. Preventive maintenance of visual aids

## *Regulation*

- 109. Construction or maintenance activity during periods of low visibility operations
- 110. Works on aerodrome

### PART XIII—ELECTRICAL SYSTEMS

- 111. Application of Part
- 112. Electrical power supply systems for air navigation facilities

### PART XIV—AERONAUTICAL INFORMATION TO BE REPORTED TO AERONAUTICAL INFORMATION SERVICES

- 113. Application of Part
- 114. Information to be availed to users of aerodromes
- 115. Action required for occurrences of operational significance other than those involving electronic aids and communication facilities
- 116. Action required for occurrences that affect electronic aids and communication facilities
- 117. Aeronautical data reporting

### PART XV—EXEMPTIONS

- 118. Application of Part
- 119. Application for exemption
- 120. Initial review by the Authority
- 121. Evaluation of application for exemption

### PART XVI—MISCELLANEOUS

- 122. Application of Part
- 123. Change of name
- 124. Change of address
- 125. Use and retention of licences, certificates and records
- 126. Replacement of documents
- 127. Aeronautical user charges
- 128. Conditions for operating aerodrome
- 129. Standards for physical characteristics

## *Regulation*

- 130. Dangerous light
- 131. Lighting of en-route obstacles
- 132. Land use in vicinity of aerodrome
- 133. Aeronautical studies
- 134. Deviations from standards
- 135. Safety inspections and audits
- 136. Obligation to insure aerodrome
- 137. General penalty
- 138. Savings and transition

## **SCHEDULES**

First schedule — Aerodromes owned or operated by the authority

Second schedule — Currency point

Third schedule — safety management systems

Fourth schedule — particulars to be included in the Aerodrome manual for aerodromes in categories a and b

Fifth schedule — Particulars to be included in the aerodrome manual for aerodromes in categories C and D

Sixth schedule — Aerodrome data



# STATUTORY INSTRUMENTS

2007 No. 50.

## **The Civil Aviation (Aerodromes) Regulations, 2007.**

*(Under sections 45 and 61 of the Civil Aviation Authority Act, Cap. 354)*

IN EXERCISE of the powers conferred upon the Minister by sections 45 and 61 of the Civil Aviation Authority Act, and on the recommendation of the Civil Aviation Authority, these Regulations are made this 4th day of July, 2007.

### PART I—PRELIMINARY

#### **1. Citation and commencement**

(1) These Regulations may be cited as the Civil Aviation (Aerodromes) Regulations, 2007.

(2) These Regulations shall come into force on the 1st day of January 2008.

#### **2. Application of Regulations**

(1) These Regulations apply to aerodromes owned or operated by the Authority and to public and private aerodromes.

(2) The aerodromes owned or operated by the Authority are specified in Part I of the First Schedule to these Regulations.

(3) The aerodromes mentioned in Part II of the First Schedule have the areas set out, respectively, in that Schedule.

(4) These Regulations do not apply to aerodromes owned or operated by the military and police forces.

#### **3. Interpretation**

(1) In these regulations, unless the context otherwise requires—

“Act” means the Civil Aviation Authority Act, Cap. 354;

- “aerodrome” means a defined area on land, including any buildings, installations, and equipment, used for the arrival, departure and surface movement of aircraft, licensed or certificated under these Regulations;
- “aerodrome beacon” means an aeronautical beacon used to indicate the location of an aerodrome from the air;
- “aerodrome elevation” means the elevation of the highest point of the landing area;
- “aerodrome facilities and equipment” means facilities and equipment, inside or outside the boundaries of an aerodrome that are constructed or installed and maintained for the arrival, departure and surface movement of aircraft;
- “aerodrome manual” means the manual that forms part of the application for a licence or a certificate under these Regulations, including any amendments to the manual, approved by the Authority;
- “aerodrome reference code” means a code used for planning purposes to classify an aerodrome with respect to the critical aircraft characteristics for which the aerodrome is intended;
- “aerodrome reference point” means the designated geographical location of an aerodrome;
- “aerodrome traffic zone” means the airspace extending from aerodrome level to a height of two thousand feet over the area comprising the aerodrome and the surrounding land or water within a distance of two thousand yards of its boundaries;
- “aeronautical beacon” means an aeronautical ground light visible at all azimuths, either continuously or intermittently, to designate a particular point on the surface of the earth;
- “aeronautical ground light” means any light provided as an aid to air navigation, other than a light displayed on an aircraft;

- “Aeronautical Information Circular (AIC)” means a notice containing information that does not qualify for the origination of a Notice to Airmen (NOTAM) or for inclusion in the Aeronautical Information Publication (AIP), but which relates to flight safety, air navigation, technical, administrative or legislative matters;
- “Aeronautical Information Publication (AIP)” means an aeronautical information publication of a lasting character essential to air navigation, issued by the Authority;
- “air traffic service” means a flight information service, alerting service, air traffic advisory service, or air traffic control service;
- “air traffic service unit” is a generic term meaning variously, air traffic control unit, flight information centre or air traffic services reporting office;
- “Aircraft Classification Number (ACN)” means a number expressing the relative effect of an aircraft on a pavement for a specified standard sub grade category;
- “aircraft stand” means a designated area on an apron intended to be used for parking an aircraft;
- “apron” means a defined area, on an aerodrome, intended to accommodate aircraft for purposes of loading or unloading of passengers, mail or cargo, fuelling, parking or maintenance;
- “apron management service” means a service provided to regulate the activities and the movement of aircraft and vehicles on an apron;
- “Authority” means the Civil Aviation Authority established by section 3 of the Act;
- “authorized person” means any person authorized by the Authority either generally or in relation to a particular case or class of cases and reference to an authorized person includes references to the holder for the time being of an office designated by the Authority;

“certificate” means the certificate to operate an aerodrome issued by the Authority under Part IV of these Regulations;

“clearway” means a defined rectangular area under the control of the appropriate authority selected or prepared as a suitable area over which an aircraft may make a portion of its initial climb to a specified height;

“critical aircraft” means the most demanding aircraft with regard to the aircraft performance and dimensions for a range of aircraft, for which the aerodrome facilities is intended.

“currency point” has the meaning assigned to it in the Second Schedule to these Regulations;

“declared distance” means—

(a) “accelerate-stop distance available” which is the length of the take-off run available plus the length of the stopway, if provided;

(b) “landing distance available” which is the length of the runway which is declared available and suitable for the ground run of an aircraft landing;

(c) “take-off distance available” which is the length of the take-off run available plus the length of the clearway, if provided;

(d) “take-off run available” which is the length of runway declared available and suitable for the ground run of an aircraft taking off;

“displaced threshold” means a threshold not located at the extremity of a runway;

“facility” includes a pavement, a visual aid, fencing, drainage system and a building;

“geoid” means the equipotential surface in the gravity field of the earth which coincides with the undisturbed Mean Sea Level extended continuously through the continents;

“hazard beacon” means an aeronautical beacon used to designate a danger to air navigation;

“holding bay” means a defined area where aircraft can be held, or bypassed, to facilitate efficient surface movement of aircraft;

“human factor principles” means principles which apply to aeronautical design, certification, training, operations and maintenance and which seek safe interface between the human and other system components by proper consideration to human performance;

“human performance” means human capabilities and limitations, which have an impact on the safety and efficiency of aeronautical operations;

“identification beacon” means an aeronautical beacon emitting a coded signal by means of which a particular point of reference can be identified;

“incident” means an occurrence other than an accident associated with the operation of an aircraft, which affect or may affect the safety of operation of aircraft;

“instrument runway” means any of the following types of runways intended for the operation of aircraft using instrument approach procedures—

(a) “non- precision approach runway” which means an instrument runway served by visual aids and a non-visual aid providing at least directional guidance adequate for a straight-in approach;

(b) “precision approach runway, category I”, which means an instrument runway served by instrument landing system and microwave landing system and visual aids intended for operation with a decision height not lower than 60m (200 ft) and either a visibility not less than 800 m or a runway visual range not less than 550m;

- (c) “precision approach runway, category II”, which means an instrument runway served by Instrument Landing System and Microwave Landing System and visual aids intended for operation with a decision height lower than 60m (200 ft) but not lower than 30 m (100 ft) and a runway visual range not less than 350 m;
- “intermediate holding position” means a designated position intended for traffic control at which taxiing aircraft and vehicles stop and hold until they are cleared to proceed, when so instructed by the aerodrome control tower;
- “landing area” means that part of a movement area intended for the landing or take-off of aircraft;
- “licence” means a licence to operate an aerodrome issued by the Authority under Part III of these Regulations;
- “lighting system reliability” means the probability that the complete installation operates within the specified tolerances and that the system is operationally usable;
- “manoeuvring area” means that part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding aprons;
- “Manual of Aerodrome Standards” means a manual developed by the Authority, on aerodrome standards;
- “marker” means an object displayed above ground level in order to indicate an obstacle or delineate a boundary;
- “marking” means a symbol or group of symbols displayed on the surface of the movement area in order to convey aeronautical information;
- “Minister” means the Minister responsible for civil aviation;
- “movement area” means that part of the aerodrome to be used for take-off, landing and taxiing of aircraft, consisting of the

- manoeuvring area and apron;
- “notify” means shown in Aeronautical Information Publications (AIP), Aeronautical Information Circulars (AIC), Notice to Airmen (NOTAM), civil aviation publications or any other official publication issued for the purpose of enabling any of the provisions of these Regulations to be complied with;
- “non-instrument runway” means a runway intended for the operation of aircraft using visual approach procedures;
- “obstacle” means a fixed (whether temporary or permanent) or mobile object, or part of an object, located on an area intended for the surface movement of aircraft or that extend above a defined surface intended to protect aircraft in flight;
- “obstacle free zone” means the airspace above the inner approach surface, inner transitional surfaces, the balked landing surface and that portion of the strip bounded by these surfaces, which is not penetrated by any fixed obstacle other than a low-mass and frangibly mounted one required for air navigation purposes;
- “obstacle limitation surfaces” means a series of surfaces that define the volume of airspace at and around an aerodrome to be kept free of obstacles in order to permit the intended aircraft operations to be conducted safely and to prevent the aerodrome from becoming unusable by the growth of obstacles around the aerodrome;
- “operator” means a person operating an aerodrome licensed or certificated under these Regulations;
- “Pavement Classification Number (PCN)” means a number expressing the bearing strength of a pavement for unrestricted operations;
- “precision approach runway” means—
- (a) “precision approach runway, category I” which an instrument runway served by Instrument Landing System and visual aids intended for operations with a decision height not

lower than 60 m (200 ft) and either a visibility not less than 800 m or a runway visual range not less than 550 m;

- (b) “precision approach runway, category II”. which is an instrument runway served by Instrument Landing System and visual aids intended for operations with a decision height lower than 60 m (200 ft) but not lower than 30 m (100 ft) and a runway visual range not less than 350 m;

“prescribed” means prescribed by the Authority in the Manual of Aerodrome Standards;

“primary runway” means a runway used in preference to others whenever conditions permit;

“recommended practice” means any specification for the physical characteristics configuration, material, performance or procedure, the uniform application of which is recognised as desirable in the interest of safety, regularity or efficiency of international air navigation;

“relevant authority” means any authority other than the Civil Aviation Authority whose action may be necessary or complimentary for the implementation of these Regulations;

“road” means an established surface route on the movement area meant for the exclusive use of vehicles;

“road holding position” means a designated position at which vehicles may be required to hold;

“runway” means a defined rectangular area on a land aerodrome prepared for the landing and take-off of aircraft;

“runway end safety area” means an area symmetrical about the extended runway centreline and adjacent to the end of the strip primarily intended to reduce the risk of damage to an aircraft undershooting or overrunning the runway;

“runway-holding position” means a designated position intended to protect a runway, an obstacle limitation surface, or an Instrument Landing System/Microwave Landing System critical or sensitive



area at which taxiing aircraft and vehicles shall stop and hold, unless otherwise authorized by the aerodrome control tower;  
“runway strip” means a defined area including the runway and stopway, if provided, intended—

- (a) to reduce the risk of damage to aircraft running off a runway; and
- (b) to protect aircraft flying over it during take-off or landing operations;

“runway visual range” means the range over which a pilot of an aircraft on the centre line of a runway can see the runway surface markings or the lights delineating the runway or identifying its centre line;

“safety” means a state in which the risk of harm to persons or of property damage is reduced to, and maintained at or below unacceptable level through a continuing process of hazard identification and risk management;

“safety management system” means a system for the management of safety at an aerodrome, including the organizational structure, responsibilities, procedures, processes and provisions for the implementation of aerodrome safety policies by an operator, which provides for the control of safety at an aerodrome and its safe use;

“shoulder” means an area adjacent to the edge of a pavement, prepared to provide a transition between the pavement and the adjacent surface;

“standard” means any specification for physical characteristics, configuration, material, performance, personnel or procedure, the uniform application of which is recognised as necessary for the safety of air navigation;

“stopway” means a defined rectangular area on the ground at the end of the take-off run available, prepared as a suitable area

in which an aircraft can be stopped in the case of an abandoned take-off;

“taxiway” means a defined path on a land aerodrome established for the taxiing of aircraft and intended to provide a link between one part of the aerodrome and another, including—

(a) an aircraft stand taxi lane, which is a portion of an apron designated as a taxiway and intended to provide access to aircraft stands only;

(b) an apron taxiway, which is a portion of a taxiway system located on an apron and intended to provide a through taxi route across the apron;

(c) a rapid exit taxiway, which is a taxiway connected to a runway at an acute angle and designed to allow landing aircrafts to turn off at higher speeds than are achieved on other exit taxiways thereby minimizing runway occupancy times;

“taxiway strip” means an area including a taxiway intended to protect aircraft operating on a taxiway and to reduce the risk of damage to an aircraft accidentally running off the taxiway;

“threshold” means the beginning of that portion of the runway usable for landing;

“touchdown zone” means the portion of a runway beyond the threshold, intended for landing aircraft on first contact with the runway;

“unservicable area” means a part of the movement area that is unfit and unavailable for use by aircraft;

“vicinity” means a defined airspace around an aerodrome for control of obstacles that may infringe the obstacle limitation surfaces around the aerodrome, contained within a radius of twelve and half kilometres from the aerodrome reference

point and at a height of one thousand five hundred feet above ground level;

“visual traffic pattern” means the aerodrome traffic zone of the aerodrome;

“wildlife” means feral birds and animals, and includes domestic animals out of the control of their owners;

“wildlife hazard” means a potential for a damaging aircraft collision with wildlife on or near an airport.

#### **4. Use of common reference systems.**

(1) The World Geodetic System – 1984 (WGS-84) shall be used as the horizontal reference system to express aeronautical geographical coordinates for aerodromes.

(2) The Mean Sea Level datum shall be used as the vertical reference system (elevation) at aerodromes.

(3) Except where notified in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC) of Uganda, the Gregorian calendar and Coordinated Universal Time shall be used as the temporal reference system.

#### **5. Categories of aerodromes.**

(1) In these Regulations aerodromes shall be categorized as follows—

(a) category A comprising the primary international aerodromes, appropriate for use by aircraft of maximum certificated take off mass of sixty thousand kilograms or more and available for use by both domestic and international air traffic and where air traffic services are available on a twenty four hour basis;

(b) category B comprising secondary international aerodromes, appropriate for use by aircraft of maximum certificated take off mass of five thousand seven hundred kilograms but below sixty thousand kilograms and available for use by both international and domestic air traffic and where the

- formalities of immigration, customs, health and similar procedures are made available with prior notice;
- (c) category C comprising public and private aerodromes, appropriate for use by aircraft of maximum certificated take off mass of twenty thousand kilograms or less, available for use by domestic air traffic;
  - (d) category D comprising public and private aerodromes available only for domestic air traffic including Government and privately owned aerodromes, used by aircraft of maximum take-off mass of less than five thousand seven hundred kilograms;
  - (e) category E comprising public and private aerodromes available for use by helicopters only.
- (2) Helicopters may use aerodromes in categories A, B, C and D.

## PART II—CONSTRUCTION OF AERODROMES.

### **6. Application of Part.**

This Part applies to all categories of aerodromes except where otherwise specified.

### **7. Requirements for application for aerodrome construction permit.**

(1) A person shall not construct an aerodrome unless that person has a valid aerodrome construction permit issued under regulation 8.

(2) An application for an aerodrome construction permit shall be considered for approval, where—

- (a) the applicant holds a valid authorization from a relevant authority for use of the place as an aerodrome;
  - (b) the application is approved by the authority responsible for national environment management.
- (3) The Authority shall prior to issuance of a construction permit,

assess the suitability of the place proposed for construction taking into consideration—

- (a) the proximity of the place to other aerodromes and landing areas including military aerodromes;
- (b) obstacles, terrain and existing airspace restrictions; and
- (c) that it is not against public interest that the place where the aerodrome is to be constructed should be used as such.

(4) An applicant for an aerodrome construction permit shall submit to the Authority for approval an application in the prescribed form accompanied by—

- (a) a detailed design of the proposed construction including related architectural requirements;
- (b) aerodrome data in accordance with the characteristics of the critical aircraft for which the aerodrome is intended; and
- (c) a topographical map of the proposed aerodrome site as specified by the Authority.

(5) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment not exceeding twenty four months, or both.

(6) Subregulations (2) (b), (4) (a) and (4) (c) shall not apply to aerodromes in categories C, D and E.

## **8. Issuance of aerodrome construction permit.**

The Authority shall issue an aerodrome construction permit to an applicant where the application meets the requirements in regulation 7 and any other requirements as may be specified by any relevant authority.

## **9. Design and construction of aerodrome.**

(1) An applicant for a construction permit shall ensure that the design of the aerodrome is undertaken by a person registered by the relevant professional body.

(2) An applicant for a construction permit shall ensure that the

construction of the aerodrome is undertaken by a person registered by the relevant professional body.

(3) The Authority shall inspect the site of an aerodrome during construction to ascertain compliance with the standards prescribed and the terms of the aerodrome construction permit.

(4) A person who contravenes subregulation (1) or (2) commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment not exceeding twenty four months, or both.

(5) Subregulations (1) and (2) shall not apply to aerodromes in categories C, D and E.

## **10. Requirement for aerodrome design.**

(1) An aerodrome design shall—

- (a) indicate the physical characteristics of the aerodrome, as prescribed by the Authority;
- (b) indicate the obstacle limitation surfaces;
- (c) have integrated, security measures in accordance with the Civil Aviation (Security) Regulations;
- (d) indicate visual aids for navigation obstacles and restricted areas;
- (e) indicate the appropriate equipment and installations; and
- (f) indicate the airspace classification.

(2) The physical characteristics, obstacle limitation surfaces, visual aids and equipment and installations, required under subregulation (1) shall—

- (a) be appropriate to the characteristics of the critical aircraft which the aerodrome intends to serve;
- (b) be at the lowest meteorological minima for each runway;

- (c) provide ambient light conditions during the operations of aircraft;
- (d) comply with the appropriate aerodrome design standards as prescribed by the Authority.

(3) This regulation shall not apply to aerodromes in categories C, D and E.

## 11. Aerodrome reference code.

(1) An aerodrome reference code comprising a code number and a code letter shall be used for aerodrome planning purposes.

(2) The Authority shall determine the aerodrome reference code in accordance with the critical aircraft characteristics for which the aerodrome facility is intended.

(3) The aerodrome reference code numbers and code letters required under subregulation (1) shall be determined in accordance with

Code Element 1		Code Element 2		
Code number (1)	Aerodrome reference field length (2)	Code letter (3)	Wing span (4)	Outer main gear wheel span (5)
1	Less than 800 m	A	Up to but not including 15 m	Up to but not including 4.5 m
2	800 m up to but not including 1 200 m	B	15 m up to but not including 24 m	4.5 m up to but not including 6 m
3	1 200 m up to but not including 1 800 m	C	24 m up to but not including 36 m	6 m up to but not including 9 m
4	1 800 m and over	D	36 m up to but not including 52m	9 m up to but not including 14 m
		E	52 m up to but not including 65 m	9 m up to but not including 14 m
		F	65 m up to but not including 80 m	14m up to but not including 16 m

specifications in Table 1.

Table 1: Aerodrome reference code

PART III—LICENSING OF AERODROMES

**12. Application of Part.**

This Part applies to aerodromes in categories B, C, D and E except where otherwise specified.

**13. Application for licence.**

An application for a licence shall be made in the prescribed form accompanied by—

- (a) an aerodrome manual;
- (b) a plan for the aerodrome;
- (c) an environmental impact assessment report;
- (d) approval from the relevant authority;
- (e) proof of financial capability, in case of aerodromes in Category B;
- (f) particulars of any non-compliance or deviations from the appropriate aerodrome design, operation or equipment standards;
- (g) particulars of the airspace classification requirements; and
- (h) charges as prescribed in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC).

**14. Conditions for issuance of licence.**

(1) A licence may be issued subject to any conditions that may be prescribed by the Authority.

(2) The Authority shall endorse on a licence the conditions for use of an aerodrome and any other details as may be deemed necessary by the Authority.

(3) Subject to subregulation (4), where an applicant requests or where the Authority considers that an aerodrome should be available for



public use, a licence may be granted subject to a condition that the aerodrome shall at all times be available to all persons on equal terms and conditions.

(4) An aerodrome operator may refuse an aircraft from using the aerodrome except in an emergency situation.

### **15. Breach of conditions of licence.**

The breach of any condition subject to which a licence is issued including any approval, permission or exemption shall render the licence invalid.

### **16. Issuance of licence.**

(1) The Authority shall issue a licence in the prescribed form and manner where—

- (a) an applicant is found to be competent to operate an aerodrome on consideration of the previous conduct and experience of the applicant and the equipment, organisation, staffing, maintenance and other arrangements of the applicant;
- (b) the physical characteristics of the aerodrome and its surroundings are safe for use by aircraft; and
- (c) an applicant for a licence, for an aerodrome in category B or C complies with the Civil Aviation (Security) Regulations.

(2) The issuance of a licence shall be subject to compliance with these Regulations and standards prescribed and any other condition as may be specified or notified by the Authority in accordance with the requirements for safety audit and inspection.

(3) The Authority may refuse to grant a licence to an applicant and where the Authority refuses, it shall notify the applicant in writing, of the reasons for the refusal, not later than fourteen days after making that decision.

(4) A person shall not operate an aerodrome as an aerodrome in category B, C, D or E without a licence issued by the Authority.

## **17. Aerodrome licence.**

(1) A licence shall specify—

- (a) the reference code for which the aerodrome is licensed;
- (b) the restrictions, if any, relating to non-compliance with or deviations from—
  - (i) the appropriate aerodrome design, operation or equipment standards;
  - (ii) the appropriate airspace classification requirements; and
- (c) the period of validity of the licence.

(2) A licence issued under these Regulations is not transferable.

## **18. Validity of licence.**

(1) A licence issued under these Regulations shall be valid for a period of two years and shall remain in force until it expires or is suspended or cancelled by the Authority, in accordance with regulation 21.

(2) A holder of an aerodrome licence which is suspended or cancelled shall within thirty days of the suspension or cancellation, surrender the licence to the Authority.

(3) Notwithstanding subregulation (2), where an aerodrome licence is suspended for a period of less than thirty days, the holder of the licence shall surrender the licence immediately.

## **19. Renewal of licence.**

(1) An application for the renewal of a licence shall be made to the Authority in the prescribed form and shall be accompanied by—

- (a) the aerodrome 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) the appropriate charges as prescribed in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC).

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

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

## **20. Amendment of licence**

(1) An application for amendment of a licence shall be submitted in a form prescribed by the Authority.

(2) The Authority may request that the application be accompanied by any or all of the following—

- (a) an aerodrome manual;
- (b) a plan for the aerodrome;
- (c) an environmental impact assessment report;
- (d) approval from any relevant authority;
- (e) proof of financial capability;
- (f) particulars of any non-compliance or deviations from the appropriate aerodrome design, operation or equipment standards;
- (g) particulars of the airspace classification requirements; and
- (h) charges as prescribed in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC).

(3) The Authority may where necessary, provided the requirements of regulations 16, are met, amend the licence—

- (a) in respect of a change in the use or operation of the aerodrome;
- (b) in respect of a change in the boundaries of the aerodrome;
- (c) where the holder of the licence requests for an amendment; or
- (d) where the Authority deems it necessary.

## **21. Suspension and cancellation of licence.**

(1) The Authority may suspend an aerodrome licence where—

- (a) following a safety inspection or audit, it is evident that the holder of the licence has not complied with the requirements prescribed in these Regulations and failed to remedy the non-compliance within a period of thirty days after the inspection;
- (b) the holder of the licence prevents the Authority from carrying out a safety inspection or audit in accordance with these Regulations;
- (c) the holder of the licence is under receivership, liquidation or bankruptcy proceedings;
- (d) it is deemed necessary by the Authority, in the interest of aviation safety.

(2) The Authority may, on giving reasons to the holder of a licence, suspend the licence for a period not exceeding sixty days.

(3) A holder of a licence who is notified of a suspension in subregulation (2) may submit a response in writing, within fourteen days.

(4) Notwithstanding subregulation (3), the Authority may suspend any or all of the operations at an aerodrome pending receipt of a response from the holder.

(5) A holder of a licence who is aggrieved by the suspension of a licence may appeal to the Minister against the suspension, within thirty days of the suspension.

(6) Where an appeal is made under subregulation (5), the holder of

a licence shall state in writing the reasons why in his or her opinion, the suspension should be varied or set aside.

(7) The Minister may vary or set aside the suspension made under subregulation (2) on the basis of the reasons given under subregulation (6).

(8) Where a holder of a licence does not appeal against the suspension in accordance with subregulation (5), the Authority may cancel the licence, on giving reasons to the holder of the licence.

## **22. Charges at licensed aerodrome.**

(1) A holder of a licence shall prescribe charges for the use of the aerodrome or of any facilities provided at the aerodrome for the safety, security, efficiency or regularity of air navigation.

(2) Where required by the Authority, a holder of a licence shall, furnish particulars of the charges levied for the use of an aerodrome or the performance of services at the aerodrome.

(3) Notwithstanding subregulation (1), the Authority may where necessary, prescribe the maximum charges which may be levied for the use of an aerodrome or the performance of services at the aerodrome, for a specified period.

(4) A holder of a licence of the aerodrome for which the Authority prescribes charges under subregulation (3) shall not cause or permit any charges to be made in contravention of that subregulation.

(5) A holder of a licence of an aerodrome for which the Authority prescribes charges shall cause the prescribed charges to be posted in a conspicuous place at the aerodrome.

(6) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment not exceeding twenty four months, or both.

## **23. Licences register.**

(1) The Authority shall maintain a register of all licences issued in accordance with these Regulations.

(2) The register shall contain—

- (a) the full name of the holder of a licence;
- (b) the nationality of the holder of the licence;
- (c) the postal, telephone, facsimile and e-mail addresses of the holder of a licence;
- (d) the name and location of the aerodrome for which a licence is issued;
- (e) the number of the licence;
- (f) the date on which the licence was issued; and
- (g) any other relevant information.

#### **24. Operator to notify and furnish information**

An aerodrome operator shall—

- (a) in the case of a licence for public use, cause to be notified the times during which the aerodrome is to be available for take-off and landing of aircraft for public transport or instruction in flying; and
- (b) upon request, furnish to an authorised person, information concerning the terms of the licence.

### **PART IV—AERODROME CERTIFICATION.**

#### **25. Application of Part**

(1) This Part applies to aerodromes in category A.

(2) The Authority shall, by notice in the *Gazette*, determine the aerodromes in category B to which this Part may apply.

#### **26. Application for certificate**

An application for a certificate shall be submitted in a form prescribed by the Authority and shall be accompanied by—

- (a) two copies of the aerodrome manual;
- (b) a plan for the aerodrome;
- (c) an environmental impact assessment report;
- (d) approval from any relevant authority;
- (e) proof of financial capability;
- (f) particulars of any non-compliance or deviations from the appropriate aerodrome design, operation or equipment standards;
- (g) particulars of the airspace classification requirements; and
- (h) charges as prescribed by the Authority in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC).

## **27. Conditions for issuance of certificate.**

(1) A certificate may be issued subject to any conditions that may be prescribed by the Authority.

(2) The Authority shall endorse on a certificate the conditions for use of an aerodrome and any other details as may be deemed necessary by the Authority.

## **28. Breach of conditions of certificate.**

The breach of any condition subject to which a certificate is issued, including any approval, permission or exemption, shall render the certificate invalid.

## **29. Issuance of certificate.**

(1) The Authority shall issue a licence in the prescribed form and manner where the Authority is satisfied that—

- (a) the applicant has the necessary competency and experience to operate and maintain an aerodrome;
- (b) the personnel of the applicant are adequate in number and have

the necessary competency and experience to operate and maintain an aerodrome;

- (c) the aerodrome manual prepared for the aerodrome and submitted with the application contains all the relevant information;
- (d) the aerodrome facilities, services and equipment are established in accordance with approved standards and recommended practices;
- (e) the aerodrome operating procedures make satisfactory provision for the safety of aircraft;
- (f) an approved safety management system is in place;
- (g) the applicant has an approved aviation security programme in accordance with the Civil Aviation (Security) Regulations.

(2) The issuance of a certificate shall be subject to compliance with these Regulations and standards prescribed by the Authority and any other condition as may be specified or notified by the Authority in accordance with the requirements for safety audit and inspection.

(3) The Authority may refuse to grant a certificate to an applicant and where the Authority refuses, it shall notify the applicant in writing, of the reasons for the refusal, not later than fourteen days after making that decision.

### **30. Aerodrome not to be operated without certificate.**

(1) A person shall not operate an aerodrome as a category A aerodrome, without a certificate issued by the Authority in accordance with this Part.

(2) An aerodrome certificate issued under these Regulations is not transferable.

(3) A person who contravenes this regulation commits an offence



and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment not exceeding twenty four months, or both.

**31. Validity of certificate.**

A certificate shall be valid for a period of one year, unless the certificate is suspended, cancelled or revoked in accordance with these Regulations.

**32. Amendment of certificate.**

(1) An application for amendment of a certificate shall be submitted in a form prescribed by the Authority.

(2) The Authority may request that the application be accompanied by any or all of the following—

- (a) two copies of the aerodrome manual;
- (b) a plan for the aerodrome;
- (c) an environmental impact assessment report;
- (d) approval from the relevant authority;
- (e) proof of financial capability;
- (f) particulars of any non-compliance or deviations from the appropriate aerodrome design, operation or equipment standards;
- (g) particulars of the airspace classification requirements; and
- (h) charges as prescribed in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC).

(3) The Authority may, where necessary, provided the requirements of regulations 29, are met, amend an aerodrome certificate—

- (a) in respect of a change in the use or operation of the aerodrome;
- (b) in respect of a change in the boundaries of the aerodrome;

- (c) where the holder of the aerodrome certificate requests for an amendment; or
- (d) where the Authority deems it necessary.

### **33. Suspension and cancellation of certificate.**

- (1) The Authority may suspend a certificate where—
  - (a) following a safety inspection or audit, it is evident that the holder of the certificate has not complied with the requirements prescribed in these Regulations and failed to remedy the non-compliance within a period of thirty days after the inspection;
  - (b) the holder of the certificate prevents the Authority from carrying out a safety inspection or audit in accordance with these Regulations;
  - (c) the holder of the certificate is under receivership, liquidation or bankruptcy proceedings;
  - (d) it is deemed necessary by the Authority, in the interest of aviation safety.
- (2) The Authority may, on giving reasons to the holder of a certificate, suspend the certificate for a period not exceeding sixty days.
- (3) A holder of a certificate who is notified of a suspension in subregulation (2) may submit a response in writing within fourteen days.
- (4) Notwithstanding subregulation (3), the Authority may suspend any or all of the operations at an aerodrome pending receipt of a response from the holder.
- (5) A holder of a certificate who is aggrieved by the suspension of a certificate may appeal to the Minister against the suspension, within thirty days of the suspension.
- (6) Where an appeal is made under subregulation (5), the holder of

a certificate shall state in writing the reasons why in his or her opinion, the suspension should be varied or set aside.

(7) The Minister may vary or set aside the suspension made under subregulation (2) on the basis of the reasons given under subregulation (6).

(8) Where a holder of a certificate does not appeal against the suspension in accordance with subregulation (5), the Authority may cancel the certificate, on giving reasons to the holder of the certificate.

### **34. Surrender of certificate.**

(1) Subject to subregulation (2), a holder of a certificate may surrender the certificate to the Authority at any time.

(2) A holder of a certificate who wishes to surrender the certificate shall give the Authority not less than sixty days notice in writing, of the intention to surrender the certificate.

(3) The Authority shall cancel the certificate upon the expiry of the period of notice in subregulation (2).

(4) Where, after the expiry of the period provided in subregulation (2), the aerodrome whose certificate is surrendered, is abandoned or is not maintained in accordance with the conditions of the certificate, the holder of the certificate shall remove, obliterate or modify the prescribed markings referred to in regulation 50 (f).

### **35. Charges at certificated aerodrome.**

(1) A holder of a certificate shall prescribe charges for the use of the aerodrome or of any facilities provided at the aerodrome for the safety, security, efficiency and regularity of air navigation.

(2) Where required by the Authority, a holder of a certificate shall, furnish particulars of the charges levied for the use of an aerodrome or the performance of services at the aerodrome.

(3) Notwithstanding subregulation (1), the Authority may where necessary, prescribe the maximum charges which may be levied for the

use of an aerodrome or the performance of services at the aerodrome, for a specified period.

(4) A holder of a certificate of an aerodrome for which the Authority prescribes charges under subregulation (3) shall not cause or permit any charges to be made in contravention of that subregulation.

(5) A holder of a certificate of an aerodrome for which the Authority prescribes charges shall cause the prescribed charges to be posted in a conspicuous place at the aerodrome.

(6) A holder of a certificate who contravenes this regulation commits an offence and is liable on conviction to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

## **PART V—OBLIGATIONS OF AERODROME OPERATOR**

### **36. Application of Part.**

This Part applies to all categories of aerodromes except where otherwise specified.

### **37. Compliance with conditions.**

(1) An operator shall comply with any conditions that may endorsed on a licence or certificate.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

### **38. Competence of operational and maintenance personnel.**

(1) An operator shall ensure that there is an adequate number of qualified and skilled personnel to perform activities relevant for aerodrome operation and maintenance.

(2) Where the Authority or any relevant authority requires competence certification for the personnel of an aerodrome, the operator shall employ only those persons with the required certification.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

### **39. Aerodrome operations and maintenance.**

(1) Subject to any directives the Authority may issue, an operator shall operate and maintain an aerodrome in accordance with the procedures set out in the aerodrome manual.

(2) The Authority may give written directives to an operator to alter the procedures set out in an aerodrome manual.

(3) An operator shall ensure proper and efficient maintenance of the facilities of the aerodrome.

(4) Where air traffic services are provided at an aerodrome, the operator shall co-ordinate with the air traffic services, to ensure the safety of aircraft associated with the aerodrome, operating in the airspace.

(5) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **40. Safety management system.**

(1) An operator of an aerodrome shall have a safety management system that complies with the standards specified in the aerodrome manual and the requirements specified in the Third Schedule to these Regulations.

(2) An operator who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(3) This regulation shall not apply to aerodromes in categories B, C, D and E.

#### **41. Storage of inflammable and other dangerous goods.**

(1) A person shall not store fuel, pyrotechnic stores and other highly inflammable goods or other dangerous goods, at an aerodrome except with the permission of the Authority and in accordance with the prescribed standards.

(2) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **42. Safety measures against fire.**

(1) A person shall not—

(a) smoke within any place, or bring an open flame into any place, where that act is prohibited by a displayed notice;

(b) where there is no notice prohibiting smoking in a place, smoke within that place, or bring an open flame into that place, within a distance of an aircraft or, of any vehicle used for the supply of fuel to an aircraft, or a store, dump, liquid fuel or explosives, as may be prescribed;

(c) wilfully give a false fire alarm;

(d) tamper or interfere with any fire hose reel, hydrant or any other item of equipment provided for fire fighting purposes;

(e) keep, store, discard or discharge any flammable liquid, gas, signal flares or other like material in an aircraft, except in the receptacle appropriate for the purpose or in a place on the aerodrome specifically approved by the aerodrome operator for the purpose;

(f) store or stack any material or equipment in a manner which constitutes or is likely to constitute a fire hazard.

(2) An operator shall display in conspicuous places at the aerodrome, appropriate signage in respect of the acts prohibited under subregulation (1).

(3) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

**43. Access to and operations within restricted area of aerodrome.**

(1) A person shall not access a restricted area of an aerodrome unless authorised by the operator and subject to such conditions as the operator may impose.

(2) A person authorised to access a restricted area under subregulation (1) shall—

- (a) not move an aircraft or a vehicle in the restricted area except with the permission and directions issued by the air traffic services personnel;
- (b) not move an aircraft or vehicle in the restricted area in a manner that endangers the safety of persons and property;
- (c) use only the area of the aerodrome designated for landing or taking off, for these purposes.

(3) A person who contravenes this regulation commits an offence and is liable on conviction to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

**44. Entry into or exit from restricted area of aerodrome.**

(1) A person, aircraft or vehicle shall not enter or leave a restricted area of an aerodrome except through points established by the operator for the purpose.

(2) Except in an emergency or at an appropriate point of entry or exit established by an operator for that purpose, a person—

- (a) other than a person carried in an aircraft or in a vehicle, shall not

enter or leave a restricted areas of an aerodrome;

(b) shall not move an aircraft on the surface of an aerodrome or a vehicle into or from the restricted area;

(c) shall not move a vehicle into or from the restricted area of an aerodrome.

(3) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **45. Test-running of aircraft engine.**

(1) A person shall not test-run an aircraft engine at an aerodrome except at the approved aircraft maintenance facility of the aerodrome or a place designated for that purpose, by the operator.

(2) A person who contravenes this regulation commits an offence and is liable on conviction to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

#### **46. Certain acts prohibited on aerodrome.**

(1) A person shall not, on an aerodrome—

(a) obstruct or interfere with the proper use of the aerodrome ;

(b) obstruct any person executing his or her duties at the aerodrome;

(c) remove or deface any notice, writing, document or marking erected or displayed at the aerodrome;

(d) throw, leave or drop anything capable of causing injury to any person or damage to any property;

(e) dump any waste matter except at a place approved for the purpose by the aerodrome operator;

(f) dump or spill any substance capable of causing water pollution, whether solid, liquid, vapour or gas or a combination of these, except at a place approved for that purpose by the



aerodrome operator.

(2) Except with the permission of the operator, a person shall not—

- (a) interfere or tamper with any part of the aerodrome or any equipment associated with the operation of the aerodrome;
- (b) climb any wall, fence, barrier, ceiling, gate or post on an aerodrome;
- (c) handle any baggage or carry baggage for a passenger at an aerodrome;
- (d) bring a vehicle into or drive into an aerodrome;
- (e) obstruct an entrance to or a passage at an aerodrome in a manner that inconvenience other users of the entrance or passage.

(3) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **47. Removal of obstructions from aerodrome.**

(1) An operator shall remove from the aerodrome any vehicle or other obstruction that is likely to be hazardous to aircraft operations.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **48. Maintenance of environment management programme.**

(1) An operator shall establish and maintain an aerodrome environment management programme for the area within the authority of the operator and for the area where any wildlife presents or is likely to present a hazard to aircraft operations.

(2) An operator shall ensure that the environment management programme established under subregulation (1) minimises the effects of any hazards or potential hazards taking into account the provisions of the laws on environmental management.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(4) This regulation shall not apply to aerodromes in categories C, D and E.

#### **49. Protection of navigation aids.**

(1) An operator shall in consultation with the Authority—

- (a) prevent construction of any facilities on the aerodrome, which may adversely affect the operation of any electronic or visual navigation or air traffic service facility on the aerodrome;
- (b) as far as it is within the authority of the operator, prevent any interruption of visual or electronic signal of navigation aids.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **50. Responsibilities of operator.**

(1) An operator shall—

- (a) maintain the aerodrome in a serviceable condition;
- (b) keep the aerodrome free of unauthorized persons, vehicles and animals which are not under proper control and free of any other obstructions;
- (c) mark all obstructions in accordance with the prescribed guidelines;
- (d) inform the Authority of any alterations to obstruction or works on the aerodrome;
- (e) install approved wind direction indicators to show the surface direction of the wind and ensure that the wind direction indicators function satisfactorily;

- (f) maintain the prescribed markings in a conspicuous condition and ensure that they are readily visible to aircraft in the air or manoeuvring on the ground;
- (g) avail facilities and ensure that they are in serviceable condition and that all apparatus installed function efficiently;
- (h) appropriately mark the areas on the landing terrain which are unserviceable;
- (i) inform the Authority, where the aerodrome becomes unserviceable through any cause or where any portion of the surface of the landing area deteriorates to such an extent that the safe operation of aircraft may be endangered;
- (j) submit to the Authority reports on the condition of the aerodrome as may be required by the Authority; and
- (k) report all incidents and accidents on an aerodrome to the Authority.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

## **51. Staff of Authority to access aerodrome.**

(1) Before an aerodrome licence or certificate is issued or renewed and, subsequently, at any other time, for the purpose of ensuring that safety at an aerodrome is maintained, the Authority shall inspect and carry out tests on the aerodrome facilities, services and equipment, inspect the documents and records of the aerodrome and verify the safety management system of the aerodrome.

(2) To facilitate the functions specified in subregulation (1), an operator shall allow the Authority unhindered access to any part of the aerodrome or any aerodrome facility, including equipment, records, documents and personnel.

(3) An operator who contravenes this regulation commits an offence and is liable on conviction to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **52. Notifying and reporting.**

(1) An operator shall notify and report to the Authority, the air traffic control unit and pilots who may be affected, within the specified time limits, information on—

- (a) any inaccuracies in the Aeronautical Information Publication (AIP);
- (b) any changes to the aerodrome facilities, equipment and level of service planned, in advance;
- (c) issues that may require immediate notification including obstacles, obstructions and hazards, levels of service, movement areas, and any other condition that affects aviation safety at the aerodrome and against which precautions are warranted.

(2) Where it is not feasible for an operator to arrange for the air traffic control unit and the flight operations unit to receive notice of the circumstances referred to in subregulation (1) (c), the operator shall give immediate notice, directly to the pilots who may be affected by that circumstance.

(3) An operator person who contravenes this regulation commits an offence, and is liable, on conviction to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **53. Special inspections**

(1) An operator shall inspect an aerodrome—

- (a) as soon as practicable after any accident or incident;

- (b) during any period of construction or repair of the aerodrome facilities or equipment that is critical to the safety of aircraft operation; and
- (c) at any other time when there are conditions at the aerodrome that may affect aviation safety.

(2) An operator shall notify and report to the Authority, within the specified time limits, information on any special inspection carried out under subregulation (1).

(3) A person who contravenes this regulation commits an offence and is liable on conviction to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

#### **54. Warning notices.**

(1) Where a low flying aircraft, at or near an aerodrome, or where a taxiing aircraft, is likely to be hazardous to people or vehicles, an operator shall—

- (a) post hazard warning notices to that effect, on any public way that is adjacent to the manoeuvring area; or
- (b) where the public way is not controlled by the operator, inform the relevant authority of the hazard.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **PART VI—AERODROME MANUAL**

#### **55. Application of Part.**

This Part applies to all categories of aerodromes except where otherwise specified.

#### **56. Requirements for aerodrome manual.**

- (1) Upon making an application for a licence or a certificate the

applicant shall submit to the Authority an aerodrome manual for approval.

(2) An aerodrome manual shall—

(a) be typewritten or printed;

(b) be signed by the intending operator;

(c) be in a format that is easy to revise;

(d) have a system for recording the current pages and any amendments, including a page for logging revisions; and

(e) be organized in a manner that facilitates the preparation, review and approval processes.

(3) An operator shall keep at least one approved copy of the aerodrome manual at the aerodrome and one copy at the principal place of business of the operator, where this is different from the aerodrome.

(4) Where an operator of an aerodrome in category D or E is unable to keep a copy of the aerodrome manual at the aerodrome, the operator shall keep the aerodrome manual at a place authorised by the Authority.

## **57. Information to be included in aerodrome manual.**

(1) An aerodrome manual shall contain all information and instructions necessary to enable the personnel of an aerodrome perform their duties.

(2) Notwithstanding subregulation (1), and to the extent that the particulars are applicable, a manual for aerodromes in categories A and B shall include the particulars provided in the Fourth Schedule to these Regulations and a manual for aerodromes in category C, D and E, shall include the particulars provided in the Fifth Schedule to these Regulations.

(3) Where a person is given an exemption in accordance with Part XV, the aerodrome manual shall show the exemption notice number given for the exemption by the Authority, the date the exemption came

into effect and any conditions or procedures subject to which the exemption was granted.

## **58. Amendment of aerodrome manual.**

(1) To maintain the accuracy of the information in an aerodrome manual—

- (a) an operator shall whenever necessary, amend the aerodrome manual;
- (b) the Authority may issue a written directive requiring an operator to alter or amend an aerodrome manual.

(2) Notwithstanding subregulation (1), an operator shall submit the proposed amendment to the Authority for approval, before an aerodrome manual is amended.

(3) The Authority shall approve an amendment made to an aerodrome manual where an amendment meets the requirements of these Regulations.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **PART VII—WILDLIFE HAZARD MANAGEMENT**

## **59. Application of Part.**

In this Part, regulation 60 applies to all categories of aerodromes and regulations 61 and 62 apply to aerodromes in categories A, B and C.

## **60. Animals not allowed in restricted area of aerodrome.**

(1) A person shall not bring, permit or graze an animal in a restricted area of an aerodrome or cause an animal to graze or feed in a restricted area of an aerodrome.

(2) Subject to subregulation (1), a person who brings, permits or grazes an animal in a restricted area of an aerodrome or who causes an

animal to graze or feed in a restricted area of an aerodrome or who receives an animal in a restricted area of the aerodrome, shall ensure that the animal is at all times under proper control while in the restricted area.

(3) In this regulation, “animal” means a domesticated animal and a bird.

(4) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **61. Wildlife hazard management.**

(1) An operator shall, in consultation with the authority responsible for wildlife, take necessary action to control wildlife hazards at an aerodrome.

(2) An operator shall ensure that procedures to deal with the danger posed to aircraft operations by the presence of birds and animals in the aerodrome flight pattern or movement area are in place.

(3) The wildlife management plan of an aerodrome shall be approved by the Authority and shall form part of the aerodrome manual.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **62. Bird hazard reduction at aerodrome.**

(1) An operator shall, in consultation with the authority responsible for wildlife, take all reasonable steps to minimize the risks associated with bird strike hazards.

(2) An operator shall take practical measures to control the bird habitat at or around the aerodrome and to disperse birds, which are a potential hazard to aircraft operations.

(3) A bird strike hazard on, or in the vicinity of, an aerodrome shall be assessed through—



(a) procedure established for recording and reporting bird strikes to aircraft; and

(b) the collection of information from aircraft operators and aerodrome personnel, or any other person, on the presence of birds, on or around the aerodrome, which constitute a potential hazard to aircraft operations.

(4) An operator shall prepare a bird strike report in respect of the bird strike hazard at an aerodrome using the information gathered under subregulation (3).

(5) An operator shall send the bird strike hazard report to the Authority and the Authority shall then forward the report to the International Civil Aviation Organisation (ICAO) for inclusion in the International Civil Aviation Organisation (ICAO) Bird Strike Information System database.

(6) Where a bird hazard is identified at an aerodrome, the operator shall take action to decrease the number of birds constituting the potential hazard to aircraft operations by adopting measures for discouraging their presence on, or in the vicinity of the aerodrome.

(7) An operator shall take measures to eliminate or to prevent the establishment of garbage disposal dumps or any other source of garbage that may attract bird activity on, or in the vicinity of an aerodrome unless an appropriate aeronautical study indicates that the dumps are not likely to create conditions conducive to a bird hazard.

(8) An operator shall establish a bird hazard control unit to control and manage the bird hazard.

(9) An operator shall cause records of all aspects of bird hazard control to be kept and shall report all bird strikes to the Authority.

(10) An operator shall monitor the local environment including any activities that may attract birds and in designing the bird hazard management programme, shall consider the local environment and the activities that may attract birds.

**63. Application of Part.**

This Part applies to all categories of aerodromes.

**64. Requirements for obstacle limitation.**

(1) A person shall not cause or permit the erection or growth of an obstacle at or in the vicinity of an aerodrome, where the obstacle may prevent an aircraft operation from being conducted safely or the aerodrome from being usable.

(2) A person shall not cause or permit any object, to penetrate the obstacle limitation surface, without the written permission of the Authority, where the object may cause an increase in an obstacle clearance altitude or in the height for an instrument approach procedure or of any associated visual circling procedure.

(3) The object referred to in subregulation (2) includes a new object or an extension of an existing object above the obstacle limitation surface.

(4) The obstacle clearance altitude and height applicable to obstacle limitation surface, and the obstacle limitation requirements shall comply with the specifications prescribed by the Authority.

(5) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

**65. Establishment of obstacle limitation surfaces.**

Notwithstanding regulation 10, an operator shall ensure that obstacle limitation surfaces are established for the aerodrome, in accordance with the standards prescribed by the Authority.

**66. Authorisation to construct within the vicinity of an aerodrome.**

(1) A person shall not construct a building or a structure within the vicinity of an aerodrome except where that person is authorised by the Authority.

(2) Before authorisation by the Authority in accordance with subregulation (1), the Authority shall cause an aeronautical study of the effect of the construction on operation of aircraft, to be carried out.

#### **67. Removal of obstacle.**

(1) An owner of an obstacle shall remove the obstacle in the vicinity of an aerodrome, except where, after an aeronautical study, the Authority determines that the obstacle does not adversely affect the safety of operations of aircraft or significantly affect the regularity of their operations.

(2) The Authority may direct the removal of any obstacle in the vicinity of an aerodrome which, in the opinion of the Authority, constitutes a hazard to aircraft operations.

(3) Where an owner of an obstacle fails to remove the obstacle within the time directed by the Authority, the Authority shall remove the obstacle at the cost of the owner of the obstacle.

(4) An owner of an obstacle who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **68. Marking and lighting of obstacle.**

(1) An operator shall ensure that an obstacle is marked and where a runway is used at night and is associated with the obstacle, that the obstacle is lighted.

(2) The markings and lights referred to in subregulation (1) shall be in accordance with guidelines prescribed by the Authority.

(3) An operator shall, where practicable, ensure that all fixed obstacles to be marked in accordance with subregulation (1) are coloured as prescribed by the Authority.

(4) Where the requirements specified in subregulation (3) are impracticable, markers or flags shall be displayed on or above the fixed obstacles, except the obstacles that are sufficiently conspicuous by their shape, size or colour, which may not be marked.

(5) An operator shall ensure that a mobile obstacle is coloured as prescribed by the Authority or has displayed on it or above it, a flag.

(6) An obstacle lighted in accordance with subregulation (1) shall be indicated as low-intensity, medium-intensity or high-intensity light obstacle or a combination of these lights and shall be displayed in accordance with guidelines prescribed by the Authority.

(7) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## PART IX—AERONAUTICAL GROUND LIGHTING

### **69. Application of Part.**

This Part applies to aerodromes in categories A and B.

### **70. Establishment and maintenance of aeronautical ground lights.**

(1) An operator shall establish and maintain aeronautical ground lights and any other lights as may be appropriate for the safe operation of aircraft and for runways, taxiways, aprons, thresholds and stopways.

(2) Where an aerodrome is used at night or during conditions of poor visibility, an operator shall ensure that aeronautical ground lights and any other lights are installed on the aerodrome.

(3) Without prejudice to the generality of subregulation (1), the location, characteristics, intensity control and settings of aeronautical ground lights shall be in accordance with specifications prescribed by the Authority.

(4) A non-aeronautical ground light, which, by reason of its intensity, configuration or colour, may prevent or cause confusion in the clear interpretation of aeronautical ground lights, shall be extinguished, screened or modified to eliminate such a possibility.

(5) Except with the permission of the Authority, a person shall not establish, maintain or alter the character of—

(a) an aeronautical beacon within Uganda, except an aeronautical

beacon which is or may be visible from the waters;

- (b) any aeronautical ground light, other than an aeronautical beacon, at an aerodrome, or any aeronautical ground light which forms part of the lighting system for use by aircraft taking off from or landing at the aerodrome.

(6) A person shall not—

- (a) intentionally or negligently damage an aeronautical ground light; or
- (b) interfere with an aeronautical ground light without the permission of the operator.

(7) The Authority shall not grant permission under subregulation (5) except with the consent of the lighthouse authority of the area where the aerodrome is situated.

#### **71. Secondary power supply.**

(1) An operator shall not operate or maintain an aerodrome provided with runway lighting, without a secondary power supply.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

#### **72. Aeronautical beacons.**

(1) An operator shall, where necessary, provide an aerodrome beacon at an aerodrome intended for use at night, where—

- (a) aircraft navigate predominantly by visual means;
- (b) reduced visibility is frequent; or
- (c) it is difficult to locate the aerodrome from the air due to a surrounding light or terrain.

(2) An identification beacon shall be provided at an aerodrome, which is intended for use at night and which is not easily identifiable from the air by other means.

(3) The location and characteristics of an aerodrome and an identification beacon described in subregulations (1) and (2) shall be in accordance with specifications prescribed by the Authority.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

## **PART X—AERODROME VISUAL AIDS.**

### **73. Application of Part.**

This Part applies to all categories of aerodromes.

### **74. Wind direction indicators.**

(1) An operator shall provide and maintain at least one wind direction indicator for an aerodrome.

(2) A wind direction indicator shall be located so as to be visible to an aircraft in-flight or on the movement area and in such a way as to be free from the effects of air disturbances caused by nearby objects.

(3) The characteristics of a wind direction indicator and the methods and procedures for installation and maintenance shall be in accordance with the methods and procedures prescribed by the Authority.

(4) An operator who contravenes this regulation commits an offence and liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **75. Signalling lamp.**

(1) An operator shall provide a signalling lamp at a controlled aerodrome.

(2) The characteristics and operating procedure of a signalling lamp shall be in accordance with specifications prescribed by the Authority.

(3) For the purpose of this regulation, “controlled aerodrome” means an aerodrome where air traffic control services are provided.

## **76. Signal panel and signalling area.**

(1) The Authority may where it deems necessary, require a signalling panel and a signaling area to be provided at an aerodrome for safe operation of aircraft.

(2) Where provided, the location and the characteristics of the signal area shall be in accordance with specifications prescribed by the Authority.

## **77. Markings.**

(1) An operator shall provide markings for a paved runway centreline, paved runway edge, paved runway threshold, paved runway touchdown zone, paved runway holding position, aiming point, paved runway side stripe, paved runway turn pad, and for an intermediate holding position at an aerodrome, in accordance with specifications prescribed by the Authority.

(2) A runway marking shall be white in colour.

(3) Taxiway markings, runway turn pad markings and aircraft stand markings shall be yellow in colour.

(4) Apron safety-lines shall be of a conspicuous colour, which shall contrast with that used for aircraft stand markings.

(5) The application, location and characteristics of markers for unpaved runway edge markers, stopway edge markers, taxiway edge markers, taxiway centreline markers and boundary markers shall be in accordance with the specifications prescribed by the Authority.

## **78. VOR aerodrome checkpoint marking.**

(1) An operator shall ensure that where a VOR aerodrome checkpoint is established at an aerodrome, it is indicated by a VOR aerodrome checkpoint sign.

(2) The VOR aerodrome checkpoint location and characteristics

shall be in accordance with specifications prescribed by the Authority.

**79. Aircraft stand markings.**

79. An operator shall provide aircraft stand markings for designated parking positions on a paved apron in accordance with specifications prescribed by the Authority.

**80. Apron safety lines.**

An operator shall provide apron safety lines on a paved apron as required by the parking configuration and ground facilities and in accordance with specifications prescribed by the Authority.

**81. Road-holding positions.**

(1) An operator shall provide road-holding position markings at all road entrances to a runway.

(2) The road-holding position markings provided under subregulation (1) shall be located across the road at all the holding positions.

(3) The road-holding position marking shall be as prescribed by the Authority.

**82. Mandatory instruction markings and signs.**

(1) An operator shall provide a mandatory instruction marking and a sign to identify a location beyond which a taxiing aircraft or vehicle shall not proceed, except where it is authorized by the aerodrome control tower.

(2) Where it is impracticable to install a mandatory instruction marking or a sign in accordance with subregulation (1), the mandatory instruction marking or sign shall be provided on the surface of the pavement.

(3) The locations and characteristics of the mandatory instruction marking and sign shall be in accordance with specifications prescribed by the Authority.

(4) An operator shall provide signs to convey mandatory instructions and information on a specific location or destination on a movement area, or to provide surface movement guidance and control.



(5) The location and characteristics of the signs referred to in subregulation (4) shall be in accordance with the specifications prescribed by the Authority.

### **83. Information marking.**

Where an information sign is required but is physically impossible to install, an operator shall install an information marking, in accordance with specifications prescribed by the Authority.

### **84. Visual aids for denoting obstacles.**

(1) An operator shall ensure that the visual aids for denoting obstacles are frangible and that those located near a runway or taxiway are sufficiently low to preserve clearance for propellers and for engine pods of jet aircraft.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **85. Obstacles to be marked or lighted.**

An operator shall ensure that all fixed obstacles that extend above take-off climb surfaces are marked and that where the runway is used at night, the obstacles are lighted in accordance with the specifications prescribed by the Authority.

### **86. Visual aids for denoting restricted areas.**

(1) An operator shall ensure that restricted areas are marked in a manner that is visible to aircraft operating on the ground and in the air.

(2) Without prejudice to the generality of subregulation (1), markings denoting restricted areas such as closed runways and taxiways, non-load-bearing surfaces, pre-threshold areas and unserviceable areas shall be done in accordance with the specifications prescribed by the Authority.

## **PART XI—AERODROME OPERATIONAL SERVICES, EQUIPMENT, INSTALLATIONS AND FACILITIES.**

## **87. Application of Part.**

This Part applies to all categories of aerodromes except where otherwise specified.

## **88. Immigration, customs and health functions at aerodromes.**

The Authority may, in consultation with the authorities responsible for immigration, customs and health, notify of any aerodrome which is introduced as, or ceases to be a place for landing or departure of aircraft in accordance with the laws relating to immigration, customs and health.

## **89. Supply of aviation fuel to aircraft.**

(1) An operator of an aviation fuel installation at an aerodrome shall not cause or permit aviation fuel to be delivered to that installation or from it, to an aircraft unless—

- (a) when the aviation fuel is delivered to the installation, the operator of the aviation fuel installation is satisfied that—
  - (i) the installation is capable of storing and dispensing the fuel so as not to render it unfit for use in an aircraft;
  - (ii) the installation is marked in an appropriate manner to the grade of the fuel stored or where different grades are stored in different parts, that each part is so marked;
  - (iii) in the case of delivery into the installation or part of the installation from a vehicle or vessel, the fuel has been sampled and is of the grade appropriate to that installation or part of the installation as the case may be and is fit for use in an aircraft;
- (b) when aviation fuel is dispensed from the installation, the operator of the aviation fuel installation is satisfied after sampling, that the fuel is fit for use in an aircraft.

(2) A person shall not cause or permit aviation fuel to be dispensed for use in an aircraft where that person knows or has reason to believe that the aviation fuel is not fit for use in the aircraft.

(3) An operator of an aviation fuel installation shall not on an aerodrome, supply fuel to an aircraft except at a place and in a manner approved by the operator.

(4) Approval granted by an operator under subregulation (3), may be subject to any conditions the operator may impose, in order to safeguard persons or property on the ground.

(5) An operator of an aviation fuel installation shall keep a written record for the installation.

(6) The record in subregulation (5) shall include—

(a) particulars of the grade and quantity of aviation fuel delivered and the date of delivery;

(b) particulars of all samples taken of the aviation fuel and of the results of the tests of those samples; and

(c) particulars of the maintenance and cleaning of the installation.

(7) An operator of an aviation fuel installation shall preserve the written record for a period of twelve months or such longer period as the Authority may in a particular case direct and shall, within a reasonable time after being requested to do so by an authorised person, produce the record to that authorised person.

(8) Where it appears to the Authority or to an authorised person that aviation fuel is intended or likely to be delivered in contravention of this regulation, the Authority or that authorised person may direct the operator of an aviation fuel installation not to permit aviation fuel to be dispensed from that installation until the direction is revoked by the Authority or that authorised person.

(9) For the purpose of this regulation—

(a) "aviation fuel" means fuel intended for use in an aircraft; and

- (b) "aviation fuel installation" means any apparatus or container, including a vehicle designed, manufactured or adapted for the storage of aviation fuel or for the delivery of fuel to an aircraft.

(10) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **90. Aerodrome emergency planning**

(1) An operator shall establish an aerodrome emergency plan at the aerodrome.

(2) An aerodrome emergency plan shall—

- (a) be commensurate with the aircraft operations and activities conducted at the aerodrome; and
- (b) provide for the coordination of the actions to be taken in the event of an emergency occurring at the aerodrome or in its vicinity.

(3) An emergency referred to in subregulation (2) (b) includes an aircraft emergency, natural disasters and sabotage including bomb threats, unlawful seizure of aircraft, the effect of improper handling, transportation and storage of dangerous goods and occurrences of building fires.

(4) The emergency plan shall provide for the coordination with the rescue coordination centre and for the response and participation of all agencies whose assistance is required in the event of an emergency, including—

(a) at an aerodrome—

- (i) the air traffic control unit;
- (ii) rescue and fire fighting services;
- (iii) the aerodrome administration;

- (iv) medical and ambulance services;
  - (v) aircraft operators;
  - (vi) security services;
  - (vii) the airport police unit;
- (b) outside the aerodromes—
  - (i) the fire department;
  - (ii) the police;
  - (iii) medical and ambulance services;
  - (iv) hospitals;
  - (v) military forces;
  - (vi) harbour patrol or coast guard.
- (5) The emergency plan shall include—
  - (a) the types of emergencies planned for;
  - (b) agencies to be involved in the plan;
  - (c) the responsibility and role of each agency, the emergency operation centre and the command post for each type of emergency;
  - (d) names and contacts of offices or people to be contacted for each type of emergency; and
  - (e) a grid map of the aerodrome and its immediate vicinity.

(6) In developing an aerodrome emergency plan, the operator shall take into consideration the human factor principles to ensure optimum response by all existing agencies participating in the emergency operations.

(7) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(8) This regulation applies to aerodromes in categories A and B and category C, where required by the Authority.

## **91. Emergency planning committee.**

(1) An operator shall form an emergency planning committee to discuss, determine and implement emergency planning arrangements.

(2) The emergency planning arrangements shall be commensurate with the size and type of aircraft that use the aerodrome.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(4) This regulation applies to aerodromes in categories A and B and category C, where required by the Authority.

## **92. Aerodrome emergency exercise.**

(1) An emergency plan established under regulation 90 shall contain procedures for periodic testing of the adequacy of the plan and for reviewing of the results in order to improve its effectiveness.

(2) Without prejudice to the generality of subregulation (1), the plan shall be tested by conducting—

- (a) full scale emergency exercises every two years;
- (b) partial emergency exercises every year, to ensure that any deficiencies found during the full scale aerodrome emergency exercise are corrected and reviewed, or after an actual emergency, to correct any deficiency found;
- (c) table top emergency exercises every six months; and
- (d) contingency plan exercises in accordance with the Civil Aviation (Security) Regulations.

(3) This regulation applies to aerodromes in categories A, B and category C, where required by the Authority.

### **93. Emergency operation centre and command post.**

(1) An operator shall ensure that a fixed emergency operations centre and a mobile command post are available for use during an emergency.

(2) An operator who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(3) This regulation shall apply to aerodromes in categories A and B and category C, where required by the Authority.

### **94. Emergencies in difficult environment.**

(1) Where an aerodrome is located close to water or a swampy area and where a significant portion of approach or departure operations takes place over such an area, the emergency plan established under regulation 90 shall include the ready availability of and co-ordination with appropriate specialist rescue services.

(2) At an aerodrome located close to a water body, a swampy area, or difficult terrain, the aerodrome emergency plan shall include the establishment, testing and assessment at regular intervals of a pre-determined response for the specialist rescue services.

(3) This regulation applies to aerodromes in categories A and B and category C, where required by the Authority.

### **95. Aerodrome rescue and fire fighting services.**

(1) For the purpose of this regulation, aerodromes shall be categorised in accordance with Table 2.

(2) An operator shall put in place rescue and fire fighting facilities commensurate with the category of the aerodrome as specified in Table 2.

(3) Where an aerodrome is located close to a water body, a swampy area or difficult terrain and where a significant portion of approach or departure operations takes place over such an area, specialist rescue

services and fire-fighting equipment appropriate to the hazard and risk shall be made available.

<b>Aerodrome category</b>	<b>Aircraft overall length</b>	<b>Maximum fuselage width</b>
1	0 metres up to but not including 9 metres	2 metres
2	9 metres up to but not including 12 metres	2 metres
3	12 metres up to but not including 18 metres	3 metres
4	18 metres up to but not including 24 metres	4 metres
5	24 metres up to but not including 28 metres	4 metres
6	28 metres up to but not including 39 metres	5 metres
7	39 metres up to but not including 49 metres	5 metres
8	49 metres up to but not including 61 metres	7 metres
9	61 metres up to but not including 76 metres	7 metres
10	76 metres up to but not including 90 metres	8 metres

(4) The level of protection provided at an aerodrome for rescue and fire fighting shall be appropriate to the aerodrome category which shall be determined using the principles in subregulations (5) and (6).

(5) For purposes of aerodrome rescue and fire fighting services, the aerodrome category shall be determined using Table 2 and shall be based on the longest aircraft that normally uses the aerodrome, and its fuselage width.

(6) Where after selecting the aerodrome category appropriate to the overall length of the longest aircraft, the fuselage of that aircraft is found to be greater than the maximum width provided for that category, in column 3 of Table 2, the category for that aircraft shall be the next category.



Aerodrome Category (1)	Foam meeting performance level A		Foam meeting performance level B		Complementary agents
	Water (litres) (2)	Discharge rate Foam solution/minute (litres) (3)	Water (litre) (4)	Discharge rate Foam solution/minute (litres) (5)	Dry Chemical Powder (DCP) (kg) (6)
1	350	350	230	230	45
2	1000	800	670	550	90
3	1800	1300	1200	900	135
4	3600	2600	2400	1800	135
5	8100	4500	5400	3000	180
6	11800	6000	7900	4000	225
7	18200	7900	12100	5300	225
8	27300	10800	18200	7200	450
9	36400	13500	24300	9000	450
10	48200	16600	32300	11200	450

Table 2 – Aerodrome category for rescue and fire fighting

(7) The amounts of water for foam production and the complementary agents to be provided on the rescue and fire fighting vehicles shall be in accordance with the aerodrome category determined under subregulations (4) and (5) and Table 3.

(8) The amounts of water for foam production may be replaced as follows—

- (a) for aerodrome categories one and two, up to one hundred *per cent* of water may be replaced by a complementary agent;

- (b) for aerodrome categories three to ten, where a foam meeting performance level A is used, up to thirty *per cent* of the water may be replaced by a complementary agent.

Table 3 - Minimum usable amounts of extinguishing agents

- (9) The quantities of water shown in columns 2 and 4 of Table 3 are

Aerodrome category	Number of rescue and fire fighting vehicles
1	1
2	1
3	1
4	1
5	1
6	2
7	2
8	3
9	3
10	3

based on the average overall length of aircraft in a given category and where operations of aircraft larger than the average size are expected, the quantities of water shall be recalculated.

- (10) Any other complementary agent other than dry chemical powder, which has equivalent fire fighting capability, may be used.

- (11) The operational objective of a rescue and fire fighting service shall be to achieve a response time not exceeding three minutes to any point of each operational runway, in optimum visibility and surface conditions.

- (12) All rescue and fire fighting personnel shall be properly trained, including training in human performance and team coordination and shall participate in live fire drills commensurate with the types of aircraft and rescue and fire fighting equipment in use at the aerodrome, including pressure-fed fuel fires.

- (13) The minimum number of rescue and fire fighting vehicle

provided at an aerodrome shall be as provided in the second column for the aerodrome category in the first column of Table 4 and shall correspond to the foam meeting performance in the third column of Table 3.

Table 4 - Minimum number of rescue and fire fighting vehicle

(14) This regulation shall not apply to aerodromes in categories C, D and E, unless otherwise specified by the Authority in the licence of the aerodrome.

**96. Removal of disabled aircraft.**

(1) An operator shall have in place a plan for the removal of disabled aircraft from the movement area or from an area adjacent to it.

(2) The plan for the removal of disabled aircraft shall be based on the characteristics of the type of aircraft operations and shall include—

(a) a list of equipment and personnel available for the purpose;

(b) arrangement for the rapid receipt of aircraft recovery equipment kits from other aerodromes, where applicable; and

(c) the name of the co-ordinator designated to implement the plan.

(3) The plan under this regulation shall include particulars of the procedures for removing a disabled aircraft from the movement area or from an area adjacent to it.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or to both.

(5) This regulation shall not apply to aerodromes in categories C, D and E, unless otherwise specified by the Authority in the licence of the aerodrome.

## **97. Apron management service.**

(1) An operator shall provide an apron management service at an aerodrome where air traffic service is provided at that aerodrome.

(2) The apron management service established under subregulation (1) shall be provided by an operator, an aerodrome air traffic service unit, or a combination of these, as may be specified for each category of aerodrome, in the Aeronautical Information Publication (AIP) and the Aeronautical Information Circular (AIC).

(3) Subject to subregulation (2), where the aerodrome control tower does not participate in the apron management service, procedures shall be established to facilitate the orderly transition of aircraft between the apron management unit and the aerodrome control tower.

(4) An operator shall ensure that, where an apron management service is established, radio communication facilities are provided.

(5) Where low visibility procedures are in effect, persons and vehicles operating in the apron shall be restricted to the essential minimum.

(6) An emergency vehicle responding to an emergency shall have priority over all other surface movement traffic and any vehicle operating on an apron shall give way to an emergency vehicle or to an aircraft which is about to taxi, or which is being pushed or towed.

(7) An aircraft stand at an apron where apron management service is provided shall be visually monitored to ensure that the recommended clearance distances are provided to an aircraft using the stand.

(8) This regulation applies to aerodromes in categories A and B.

## **98. Ground servicing of aircraft.**

(1) An operator shall ensure that fire extinguishing equipment, suitable for at least the initial intervention in the event of a fuel fire, is readily available during the ground servicing of an aircraft, and that there is means of quickly summoning the rescue and fire fighting service in the event of a fire or major fuel spill.

(2) An operator shall ensure that, when aircraft refuelling operations take place while passengers are on board, embarking or disembarking, ground equipment is positioned in a manner that allows—

- (a) the use of a sufficient number of exits for expeditious evacuation; and
- (b) a ready escape route from each of the exits to be used in an emergency.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## **99. Aerodrome vehicle operation.**

(1) A person shall not operate a vehicle on the manoeuvring area at an aerodrome where air traffic service is provided, except where authorized by the aerodrome control tower.

(2) A person shall not operate a vehicle on an apron of an aerodrome except where authorized by the operator.

(3) A driver of a vehicle operating on the movement area shall have a rotating beacon.

(4) A driver of a vehicle on the movement area shall comply with all mandatory instructions conveyed by markings and signs, when the vehicle is on the manoeuvring area, except where the driver is authorized by the aerodrome control tower.

(5) A driver of the vehicle on the movement area shall comply with all mandatory instructions conveyed by markings and signs, when the vehicle is on an apron, except where the driver is authorized by the aerodrome operator.

(6) A driver of a vehicle on the movement area shall comply with all mandatory instructions conveyed by lights and instructions issued by the aerodrome control tower when the vehicle is on the manoeuvring area or by

the appropriate designated authority, when the vehicle is on an apron.

(7) A driver of a vehicle on the movement area shall be appropriately trained for the tasks to be performed and shall be issued with a permit by the operator.

(8) A driver of a radio-equipped vehicle shall—

(a) establish satisfactory two-way radio communication with the aerodrome control tower before entering the manoeuvring area;

(b) establish satisfactory two-way radio communication with the appropriate designated authority before entering the apron; and

(c) maintain a continuous listening watch on the assigned frequency while on the movement area.

(9) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(10) This regulation shall not apply to aerodromes in categories C, D and E, unless otherwise specified by the Authority in the licence.

#### **100. Location, construction and installation of equipment on operational areas.**

(1) Except for the purpose of air navigation, a person shall not construct or install equipment or any installation on a runway strip, a runway end safety area, a taxiway strip, a clearway or within any distances determined by the Authority, where the construction or the equipment may endanger the safety of an aircraft.

(2) Where any equipment or installation required for air navigation purposes is to be located on a portion of a runway strip or on a runway end safety area, a taxiway strip or within any distances determined by the Authority, the equipment or installation shall be located in

accordance with the standards specified by the Authority.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **101. Fencing of aerodromes and installations.**

(1) An operator of a aerodrome shall provide a fence or a suitable barrier on the aerodrome—

- (a) to prevent the entrance into the movement area, of any animals likely to be a hazard to aircraft; and
- (b) to deter the inadvertent or premeditated access of an unauthorised person onto a non-public area of the aerodrome.

(2) An operator shall provide suitable means of protection for an aerodrome to deter the inadvertent or premeditated access of unauthorised persons into ground installations and facilities, essential for the safe operation of aircraft.

(3) The fence or barrier required under subregulation (1) shall be located so as to separate the movement area and other facilities or zones on the aerodrome which are vital to the safe operation of aircraft, from areas open to public use.

(4) Where greater security is needed, a cleared area shall be provided on both sides of the fence or barrier to facilitate the work of patrols and to make trespassing more difficult and provision for a perimeter road along the aerodrome fencing for the use of both maintenance personnel and security patrols may be made.

(5) Where the Authority deems it necessary for security reasons, the fence or barrier provided under subregulation (1) shall be illuminated at a minimum essential level and the security lighting shall be located so that the ground area on both sides of the fence or barrier, particularly at access points, is illuminated.

(6) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

(7) This regulation applies to aerodromes in categories A and B.

### **102. Maintenance of safety inspection programme.**

(1) An operator shall establish and maintain a safety inspection programme for the aerodrome.

(2) The safety inspection programme shall—

(a) provide procedures to ensure that competent aerodrome personnel execute the programme effectively; and

(b) provide a reporting system to ensure prompt correction of unsafe aerodrome conditions noted during any inspection.

### **103. Maintenance of fire prevention programme.**

(1) An operator shall establish a fire prevention programme with preventive measures against any possible fire on the aerodrome and identify a person to maintain the fire prevention programme for the aerodrome and the aerodrome buildings.

(2) Where an aerodrome does not have designated fire service, the operator shall arrange with the relevant local government authority or any other concerned authority to maintain a fire prevention programme for the aerodrome and to advise the operator of any dangerous conditions for rectification.

(3) An operator shall ensure that unsafe practices that may result in fire are not performed on the aerodrome or within its vicinity.

(4) Notwithstanding subregulation (3), where unsafe practices are performed during maintenance on the aerodrome, an operator shall alert the rescue and fire fighting services concerned, to be on standby for the duration of the unsafe practices.



(5) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

#### **104. Access of ground vehicles to aerodrome movement area.**

(1) An operator shall—

- (a) limit the access of a ground vehicle used for aerodrome and aircraft operations, to the aerodrome manoeuvring area;
- (b) provide adequate procedures for the safe and orderly access to the aerodrome and operation in the manoeuvring area of ground vehicles, where an air traffic service unit is in operation at the aerodrome, in order to ensure that each ground vehicle operating in the aerodrome manoeuvring area is controlled by—
  - (i) two-way radio communication between the vehicle and the air traffic service unit;
  - (ii) an accompanying radio communication or an escort vehicle with adequate measures including signals or guards to control the vehicle, where the vehicle does not have a radio;
- (c) provide adequate measures to ensure that ground vehicles operating in the aerodrome movement area are controlled by signs, pre-arranged signals or standards prescribed by the Authority, where an air traffic service unit is not in operation at the aerodrome;
- (d) ensure that any person who operates a ground vehicle on the aerodrome movement area is familiar with and complies with the rules and procedures for the operation of ground vehicles as prescribed by the Authority.

(2) An operator shall ensure that a person who has access to the aerodrome movement area wears a coloured reflective gear which shall

be conspicuously displayed while on the movement area.

(3) For the purpose of this regulation, “gear” includes a vest, band, overcoat, helmet and socks.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## PART XII—AERODROME MAINTENANCE.

### **105. Application of Part.**

(1) Regulations 106, 107, 108 and 109 apply to aerodromes in categories A and B.

(2) Regulation 110 applies to all categories of aerodromes.

### **106. Maintenance programme.**

(1) To maintain a facility in a condition that does not impair the safety, regularity and efficiency of air navigation, an operator shall establish at the aerodrome, a maintenance programme, which shall include preventive maintenance measures.

(2) For the purpose of this regulation, “preventive maintenance measures” means programme maintenance work done to prevent failure or degradation of a facility.

### **108. Maintenance of pavements.**

(1) An operator shall at all times ensure that—

(a) the surface of pavements including runways, taxiways and aprons are kept clear of any loose stones or other objects which may cause damage to aircraft structures or engines or which may impair the operation of aircraft systems;

(b) the surface of a runway is maintained in a condition that precludes formation of harmful irregularities such as water pools and rough surfaces;

(c) measurements of the friction characteristics of the runway are

made periodically with a continuous friction measuring device using self-wetting features;

- (d) corrective maintenance action is taken whenever the friction characteristics for the entire runway or portion of it are below the prescribed minimum friction level or minimum maintenance planning level;
- (e) where the drainage characteristics of a runway, or portions of the runway are poor due to slopes or depressions, the runway friction characteristics are assessed under natural or simulated conditions that are representative of local rain and that corrective maintenance action is taken where necessary;
- (f) where a taxiway is used by turbine-engine aircraft, the surface of the taxiway shoulders is maintained so as to be free of any loose stones or other objects that may be ingested by the aircraft engines;
- (g) the surfaces of the paved runways, taxiways and aprons, are maintained in a condition that provides good friction characteristics and low rolling resistance;
- (h) any standing water, mud, dust, oil, rubber deposits and other contaminants are removed to minimize accumulation, with priority given to runways, taxiways, aprons, holding bays and other areas, in that order.

(2) An operator shall ensure that the overlaying of runway pavements is done in accordance with standards prescribed by the Authority so that aircraft operations do not experience down ramp.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

## **108. Preventive maintenance of visual aids.**

- (1) An operator shall not operate an aerodrome unless a system of

preventive maintenance of visual aids is employed at the aerodrome.

(2) The system of preventive maintenance required under subregulation (1) shall, if employed for instrument precision approach runways categories I and II include—

- (a) visual inspections and in-field measurement of the intensity, beam spread and orientation of lights included in the approach and runway lighting systems;
- (b) control and measurement of the electrical characteristics of each circuitry included in the approach and runway lighting systems; and
- (c) control of the correct functioning of the light intensity settings used by air traffic control unit.

(3) The in-field measurements of intensity, beam spread and orientation of lights applicable to instrument precision approach runways categories I and II shall be undertaken by measuring all lights, as far as practicable to ensure conformity with prescribed specifications using a mobile measuring unit of sufficient accuracy to analyse the characteristics of individual lights.

(4) The frequency of measurement of lights shall be at least twice a year for instrument precision approach runways categories I and II and at least once a year for other lights.

(5) An operator who is required to employ a system of preventive maintenance under subregulation (1), for instrument precision approach runways categories I and II operations and for operations under runway visual range conditions, shall comply with specifications prescribed by the Authority.

(6) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **109. Construction or maintenance activity during periods of low visibility operations.**

(1) An operator shall ensure that any construction or maintenance activity is not undertaken in the proximity of aerodrome electrical systems at any time during periods of low visibility operations.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or to both.

#### **110. Works on aerodrome.**

(1) An operator shall establish procedures and precautions to ensure that any works carried out on an aerodrome do not endanger the safety of any aircraft operations.

(2) The procedures and precautions in subregulation (1) shall comply with standards prescribed by the Authority.

### **PART XIII—ELECTRICAL SYSTEMS**

#### **111. Application of Part.**

This Part applies to all categories of aerodromes.

#### **112. Electrical power supply systems for air navigation facilities.**

(1) An operator shall not operate an aerodrome unless adequate primary power supply systems are made available for the safe functioning of air navigation services and facilities.

(2) The design and provision of electrical power systems for aerodrome visual and radio navigation aids shall be such that equipment failure does not leave the pilot with inadequate visual and non-visual guidance or misleading information.

(3) Where secondary power is required for air navigation services and facilities, the operator shall arrange the electric power supply connections so as to ensure that the facilities are automatically connected to the secondary power supply upon failure of the primary power supply.

(4) Subregulation (3) applies to non-instrument runways except that a secondary power supply for visual aids may not be provided where an emergency lighting system is provided and is capable of being deployed within fifteen minutes.

(5) At an aerodrome where the primary runway is an instrument

Runway Type	Lighting aids requiring power	Maximum switch-over time
Non-instrument	Visual approach slope indicators <sup>a</sup>	15 seconds
	Runway edge <sup>b</sup>	15 seconds
	Runway threshold <sup>b</sup>	15 seconds
	Runway end <sup>b</sup>	15 seconds
	Obstacle	15 seconds
Non-precision approach	Approach lighting system	15 seconds
	Visual approach slope indicators <sup>a,d</sup>	15 seconds
	Runway edge <sup>d</sup>	15 seconds
	Runway threshold <sup>d</sup>	15 seconds
	Runway end	15 seconds
Precision approach category I	Obstacle <sup>a</sup>	15 seconds
	Approach lighting system	15 seconds
	Visual approach slope indicators <sup>a,d</sup>	15 seconds
	Runway edge <sup>d</sup>	15 seconds
	Runway threshold <sup>d</sup>	15 seconds
Precision approach category II	Runway end	15 seconds
	Essential taxiways <sup>a</sup>	15 seconds
	Obstacle <sup>a</sup>	15 seconds
	Inner 300 m of the approach lighting system	1 second
	Other parts of the approach lighting system	15 seconds
	Obstacle <sup>a</sup>	15 seconds
	Runway edge	15 seconds
	Runway threshold	1 second
	Runway end	1 second
	Runway centre line	1 second
Runway meant for take-off in runway visual range conditions less than a value of 800 m	Runway touchdown zone	1 second
	All stop bars	1 second
	Essential taxiway	15 seconds
	Runway edge	15 seconds <sup>c</sup>
	Runway end	1 second
	Runway centre line	1 second
	All stop bars	1 second
	Essential taxiway <sup>a</sup>	15 seconds
	Obstacle <sup>a</sup>	15 seconds

*Note*

*a. Supplied with secondary power when their operation is essential to the safety of flight operation.*

*c. One second where no runway centre line lights are provided.*

*d. One second where approaches are over hazardous or precipitous terrain.*

non-precision approach runway, a secondary power supply capable of fulfilling the requirements of subregulation (3) shall be provided, except that a secondary power supply for visual aids need not be provided for more than one instrument non-precision approach runway.

(6) An operator shall provide the following aerodrome facilities with secondary power supply capable of supplying power where there is a failure of the primary power supply—

- (a) the signalling lamp and the minimum lighting necessary to enable air traffic services personnel to carry out their duties;
- (b) all obstacle lights which, in the opinion of the Authority are essential to ensure the safe operation of aircraft;
- (c) approach, runway and taxiway lighting;
- (d) meteorological equipment;
- (e) essential security lighting, if provided;
- (f) essential equipment and facilities for the aerodrome emergency agencies;
- (g) floodlighting on a designated isolated aircraft parking position if provided; and
- (h) illumination of apron areas over which passengers may walk.

(7) The maximum switch-over time between failure of the primary source of power and the secondary source of power for the services required by subregulation (6) shall be as indicated in Table 5.

Table 5 - Secondary power supply requirements

(8) For the purpose of this regulation, “switch-over time” means the time required for the actual intensity of a light measured in a given direction to fall from fifty *per cent* and recover to fifty *per cent* during a power supply changeover, when the light is being operated at intensities of twenty five *per cent* or more.

(9) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four

months or both.

PART XIV—AERONAUTICAL INFORMATION TO BE REPORTED TO  
AERONAUTICAL INFORMATION SERVICES

**113. Application of Part.**

This Part applies to all categories of aerodromes.

**114. Information to be availed to users of aerodromes.**

(1) An operator shall ensure that all information relating to the aerodrome and its facilities, which is significant for the conduct of flights to and from the aerodrome, is available to the users of the aerodrome.

(2) An operator shall be responsible for notifying the Aeronautical Information Services of any errors and omissions in the aeronautical information of operational significance, published in the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC) or in the Notice to Airmen (NOTAM), and of any pending changes in the aerodrome or its facilities which are likely to affect this information.

(3) An operator shall provide information on the following for the guidance of pilots and operators—

- (a) construction or maintenance work on or immediately adjacent to the manoeuvring area;
- (b) unserviceable portions of any part of the manoeuvring area;
- (c) the runway surface conditions when affected by water, damp, wet, water patches or flooded, as appropriate;
- (d) parked aircraft or other objects on, or immediately adjacent to the taxiways;
- (e) the presence of other temporary hazards;
- (f) failure or irregular operation of any part of the aerodrome lighting system, or of the aerodrome main and secondary power supplies;



- (g) failure, irregular operation and changes in the operational status of any electronic approach or navigation aid, or aeronautical communication facility;
- (h) failures and changes in the runway visual range observer system; and
- (i) any other information of operational significance.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

**115. Action required for occurrences of operational significance other than those involving electronic aids and communication facilities.**

(1) Where any of the following conditions occur or are anticipated, an operator shall take immediate action to amend the information contained in the Aeronautical Information Circular (AIC) and where necessary, promulgate the change by Notice to Airmen (NOTAM) through the Aeronautical Information Services using the Aeronautical Information Services address notified in the Aeronautical Information Circular (AIC)—

- (a) changes in the availability of the manoeuvring area and changes in the runway declared distance; except that increases in declared distances may only be made with the approval of the Authority;
- (b) significant changes in aerodrome lighting and other visual aids;
- (c) presence or removal of temporary obstructions to aircraft operation in the manoeuvring area;
- (d) presence of airborne hazards to air navigation;
- (e) interruption, return to service, or major changes to rescue facilities and fire fighting services available; except that permanent

changes to the promulgated rescue fire fighting category may only be made with the approval of the Authority;

- (f) failure of or return to operation of hazard beacons and obstruction lights on or in the vicinity of the aerodrome;
- (g) erection or removal of obstructions to air navigation, and erection or removal of significant obstacles in take-off, climb or approach areas;
- (h) air displays, air races, parachute jumping, or any unusual aviation activity; and
- (i) any other information of operational significance.

(2) Where any of the conditions in subregulation (1) arises at short notice, an operator shall notify the Aeronautical Information Services for promulgation of a Notice to Airmen (NOTAM).

(3) Where any of the conditions in subregulation (1) is intended, the operator shall make a written request to the Aeronautical Information Services, for the amendment of the Aeronautical Information Publication (AIP) and the Aeronautical Information Circular (AIC) or for supplementary action.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

#### **116. Action required for occurrences that affect electronic aids and communication facilities.**

(1) An operator or a person in charge of a navigation facility shall initiate Notice to Airmen (NOTAM) action—

- (a) for the establishment or withdrawal of electronic aids to air navigation; and

- (b) for changes in the regularity or reliability of operation of any electronic aid to air navigation or aeronautical communication facility.

(2) An operator or a person in charge of a navigation facility shall request for the Notice to Airmen (NOTAM) action, or an amendment or a supplement of the Aeronautical Information Publication (AIP) or the Aeronautical Information Circular (AIC) directly from the Aeronautical Information Services or through channels established by the Authority.

(3) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **117. Aeronautical data reporting**

(1) An operator shall provide to the Authority for promulgation, accurate aeronautical data as specified in the Sixth Schedule to these Regulations.

(2) An operator shall ensure that aerodrome related aeronautical data is adequate and accurate and that the integrity of the data is maintained and protected throughout the data process from survey or origin up to the next intended user.

(3) An operator shall determine and report aerodrome related aeronautical data in accordance with prescribed accuracy and integrity requirements while taking into account the established quality system procedures.

(4) Accuracy requirements for aeronautical data shall be based upon a ninety five *per cent* confidence level and in that respect, three types of positional data, namely; surveyed points, calculated points and declared points shall be identified.

(5) Without prejudice to the generality of subregulations (1), (2), (3) and (4), the determination and reporting of aerodrome aeronautical data

shall be in accordance with the accuracy and integrity levels prescribed by the Authority or by a person in charge of a navigation facility.

(6) Subject to subregulation (5), the following classification and data integrity levels shall apply—

- (a) critical data, integrity level  $1 \times 10^{-8}$ : where there is a high probability, when using corrupted critical data that the continued safe flight and landing of an aircraft may be severely at risk with the potential for catastrophe;
- (b) essential data, integrity level  $1 \times 10^{-5}$ : where there is a low probability, when using corrupted essential data that the continued safe flight and landing of an aircraft may be severely at risk with the potential for catastrophe;
- (c) routine data, integrity level  $1 \times 10^{-3}$ : where there is a very low probability when using corrupted essential data that the continued safe flight and landing of an aircraft may be severely at risk with the potential for catastrophe.

(7) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

## PART XV—EXEMPTIONS

### **118. Application of Part.**

This Part applies to all categories of aerodromes.

### **119. Application for exemption.**

(1) A person may apply to the Authority for an exemption from any provision of these Regulations.

(2) An application for an exemption from any provision of these Regulations shall be submitted at least sixty days before the proposed effective date of exemption.

(3) An application for exemption shall contain—

- (a) the name, physical address, mailing address, telephone number, fax

- number and email address of the applicant, where available;
- (b) the specific requirement from which the applicant seeks exemption;
  - (c) justification for the exemption;
  - (d) a description of the type of operations to be conducted under the proposed exemption;
  - (e) the proposed duration of the exemption;
  - (f) a detailed description of the alternative means by which the applicant is to ensure a level of safety equivalent to that established by the regulation from which the exemption is applied for;
  - (g) a review of any known safety concerns related to the required exemption, including information about any relevant accidents or incidents of which the applicant is aware;
  - (h) where the applicant seeks to operate under the proposed exemption outside the air space of Uganda, an indication as to whether the exemption may contravene any provision of the standards and any regulations pertaining to the airspace in which the operation is to occur; and
  - (i) any other relevant information that may be required by the Authority.

(4) Where the applicant seeks emergency processing of an application for exemption, the application shall contain facts and reasons to support the reasons for not filing the application within the time specified in subregulation (2) and satisfactory reasons for deeming the application an emergency.

(5) The Authority may refuse an application made under subregulation (4) where in the opinion of the Authority, the reasons given for emergency processing are not satisfactory.

(6) An application for exemption shall be accompanied by a fee

specified by the Authority.

## **120. Initial review by the Authority.**

(1) The Authority shall review an application for exemption, for accuracy and compliance with the requirements of regulation 119.

(2) Where the Authority determines that the application for exemption meets the requirements of this Part and that a review of its merits are justified, the Authority shall notify and may publish in the *Gazette* or at least one local daily newspaper of wide circulation, a detailed summary of the application, for public comment, specifying the date by which the comments are to be received by the Authority for consideration.

(3) Where the applicant does not meet the requirements of regulations 119, the Authority shall inform the applicant and no further action shall be taken on that application.

## **121. Evaluation of application for exemption**

(1) The Authority shall conduct an evaluation of an application after the initial review in accordance with regulation 120, to determine whether—

- (a) the proposal by the applicant provides a level of safety equivalent to that established by the regulation from which the exemption is sought;
- (b) a grant of the exemption would contravene the applicable standards;
- (c) the request should be granted or refused and if granted, any conditions or limitations that may be part of the exemption.

(2) The Authority shall inform the applicant in writing and publish a detailed report of its evaluation and decision to grant or deny the application for exemption.

(3) The report referred to in subregulation (2) shall specify the duration of the exemption and any conditions or limitations of the exemption.

(4) Where an exemption affects a significant population of the

aviation industry in Uganda, the Authority shall publish the report in the Aeronautical Information Circular (AIC).

## PART XVI—MISCELLANEOUS.

### **122. Application of Part.**

This Part applies to all categories of aerodromes except where otherwise specified.

### **123. Change of name.**

(1) A holder of an licence or certificate may apply to the Authority to change the name of the holder of the licence or certificate.

(2) An application in subregulation (1) shall be accompanied by—

(a) the current licence or certificate; and

(b) a court order, or any other legal document verifying the change of name, if any.

(3) The Authority shall change the name of the holder and issue a replacement licence or certificate with the appropriate endorsement.

(4) The Authority shall retain copies of the documents submitted under subregulation (2).

### **124. Change of address.**

(1) A holder of an licence or certificate, shall inform the Authority of—

(a) change in the physical address, at least fourteen days before the change; and

(b) the mailing address, upon the change.

(2) Where a holder of a licence or certificate does not inform the Authority of a change in the physical address within the time specified in subregulation (1), the Authority may suspend the licence or certificate.

## **125. Use and retention of licences, certificates and records.**

(1) A person shall not—

- (a) use a licence, certificate, approval, permission, exemption or any other document issued or required by or under these Regulations which is forged, altered, revoked, or suspended, or which the person is not entitled to use;
- (b) forge or alter a licence, certificate, approval, permission, exemption or any other document issued or required by or under these Regulations;
- (c) lend a licence, certificate, approval, permission, exemption or any other document issued or required by or under these Regulations to any other person;
- (d) make any false representation for the purpose of procuring for himself, herself or any other person the issue, renewal or variation of an licence, certificate, approval, permission or exemption or other document.

(2) A person shall not, during the period for which it is required under these Regulations to be preserved—

- (a) mutilate, alter, render illegible or destroy a licence, certificate or any entry made in any record;
- (b) knowingly make, procure or assist in the making of any false entry in a licence, certificate or record;
- (c) wilfully omit to make a material entry in an licence, certificate or record.

(3) A record required to be maintained under these Regulations shall be recorded in a permanent and indelible material.

(4) A person shall not purport to issue a licence, certificate or exemption for the purpose of these Regulations unless that person is authorised to do so.



(5) The Authority may suspend or cancel a licence or certificate of an operator who contravenes any provision of these Regulations.

#### **126. Replacement of documents.**

A holder of a licence or certificate who requires a replacement of the licence or certificate may apply to the Authority in the prescribed form.

#### **127. Aeronautical user charges.**

(1) The Authority shall notify of the fees to be charged in connection with—

- (a) the issuance, validation, renewal, extension or variation of any licence, certificate or any other document, including a copy of any of these;
- (b) the undertaking of any examination, test, inspection or investigation;
- (c) the grant of any permission or approval required for the purpose of these Regulations.

(2) Where an application for which any fee is chargeable under subregulation (1) is made, the applicant shall, before the application is processed, pay the required fee.

(3) The Authority shall not refund the fees where an application is withdrawn after payment of fees is made or where the application ceases to have effect or is refused.

#### **128. Conditions for operating aerodrome.**

(1) A person shall not operate an aerodrome licensed or certificated under these Regulations unless the facilities and characteristics of the aerodrome are effectively related and match the needs of the aircraft for which the aerodrome is intended.

(2) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve

months or both.

### **129. Standards for physical characteristics.**

A person shall not operate an aerodrome unless the physical characteristics of the aerodrome comply with the standards prescribed by the Authority and any publications as may be published or approved by the Authority.

### **130. Dangerous light.**

(1) A person shall not exhibit a light in the vicinity of an aerodrome which, by its glare, endangers the safety of aircraft arriving or departing from the aerodrome.

(2) Where in the opinion of the Authority, a light appears to be capable of endangering the safety of aircraft as described in subregulation (1), the Authority may direct the owner of the place where the light is exhibited or the person having charge of the light, to extinguish the light and to prevent, the exhibition of the light, for a period, as may be specified by the Authority.

(3) Where a light is or may be visible from any waters within the area of a general lighthouse authority, the power of the Authority under this regulation shall not be exercised except with the consent of that lighthouse authority.

(4) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **131. Lighting of en-route obstacles.**

(1) An owner or a person in charge of an en-route obstacle shall ensure that the en-route obstacle is fitted with medium intensity steady red light

- (a) positioned as close as possible to the top of the obstacle; and
- (b) spaced as far as practicable, equally between the top lights and ground level with an interval not exceeding thirty three metres, at the intermediate levels.

(2) Where any light which is required by this regulation to be displayed fails, an owner or a person in charge of an en-route obstacle shall repair or replace the light as soon as is reasonably practicable but in any case not later than twenty four hours after the failure of the light.

(3) Subject to subregulation (2), an owner or a person in charge of an en-route obstacle shall ensure that the lights required to be fitted by this regulation are displayed.

(4) An owner or a person in charge of an en-route obstacle shall ensure that sufficient light is fitted and arranged at each level of an obstacle where lights are required to be fitted, so as to show, when displayed, in all directions.

(5) The Authority may direct that an en-route obstacle is fitted with additional lights which shall be displayed in such positions and at such times as the Authority may specify.

(6) For the purpose of this regulation—

(a) “en-route obstacle” means any building, structure or erection, which is one hundred metres or more, above ground level, except a building, structure or erection, which is in the vicinity of an aerodrome;

(b) “medium intensity steady light” means a light, which complies with the characteristics described for a medium intensity type C light as specified in the Manual of Aerodrome Standards.

(7) An operator who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty four currency points or to imprisonment for a term not exceeding twelve months or both.

### **132. Land use in vicinity of aerodrome.**

All land use practices and activities in the vicinity of an aerodrome shall conform to the guidelines prescribed by the Authority.

### **133. Aeronautical studies.**

Where an aerodrome does not meet the requirements of prescribed standards, the Authority may determine, after carrying out aeronautical studies, the conditions and procedures that are necessary to ensure a level of safety equivalent to that established by the relevant prescribed standard.

### **134. Deviations from standards.**

Any deviation from a prescribed standard or procedure in these Regulations shall be set out in an endorsement on the aerodrome manual.

### **135. Safety inspections and audits.**

The Authority shall—

- (a) carry out such safety inspections and audits as may be necessary for the purpose of verifying the validity of an application for construction and operation of an aerodrome;
- (b) carry out safety inspections and audits of any document and records of an operator, which may be necessary to determine compliance with the appropriate requirements as prescribed in these Regulations.

### **136. Obligation to insure aerodrome.**

(1) A person shall not operate, or cause or permit any other person to operate an aerodrome unless there is a policy of insurance in force in relation to that aerodrome.

(2) A policy of insurance shall be of no effect for the purposes of subregulation (1) unless—

- (a) there has been issued by the insurer to the operator a certificate in relation to the policy of insurance in such form and containing such particulars as the Authority may prescribe, and
- (b) the operator has sent, or caused to be sent, to the Authority a copy of the certificate required under subregulation (1).

(3) Where a policy of insurance ceases to have effect, any licence or certificate issued under these Regulations in respect of the aerodrome to which the policy of insurance relates, shall be deemed to have been revoked.

(4) A licence or certificate shall not be renewed or amended under these Regulations, in relation to the operation of an aerodrome where the policy of insurance expires.

(5) For the purpose of this regulation, “policy of insurance” means a policy which insures an operator against liability in respect of loss and damage caused to any person or property at that aerodrome and which complies with any conditions as may be prescribed by the Authority.

(6) This regulation shall not apply to aerodromes in categories C and D, unless required by the Authority.

### **137. General penalty.**

A person who contravenes any provision of these Regulations for which no penalty is prescribed commits an offence and shall on conviction be liable to a fine not exceeding forty eight currency points or to imprisonment for a term not exceeding twenty four months or both.

### **138. Savings and transition.**

(1) A licence, certificate or any other document issued to an operator prior to the commencement of these Regulations shall continue in force as if it was issued under these Regulations, until it expires or is cancelled by the Authority.

(2) A person who, immediately before the commencement of these Regulations was operating as an operator shall within twelve months after the commencement of these Regulations, comply with these Regulations.

## **FIRST SCHEDULE**

*Regulation 2*

## PART I—AERODROMES OWNED OR OPERATED BY THE AUTHORITY

1. Entebbe International Airport
2. Arua Airfield
3. Gulu Airfield
4. Jinja Airfield
5. Kasese Airfield
6. Kidepo Airfield
7. Kisoro Airfield
8. Lira Airfield
9. Masindi Airfield
10. Mbarara Airfield;
11. Moroto Airfield
12. Pakuba Airfield
13. Soroti Airfield
14. Tororo Airfield

## PART II—AREAS OF AERODROMES

### **1. Entebbe International Airport.**

Commencing at a plain concrete markstone 10 which is on an approximate

bearing of  $169^{\circ}2'$  and at an approximate distance of 210.3 metres from a trigonometrical point control tower 70.Z.25; thence on an approximate bearing of  $258^{\circ}53'$  and for an approximate distance of 64.6 metres to 11; thence on an approximate bearing of  $255^{\circ}21'$  and for an approximate distance of 103.2 metres to 12; thence on an approximate bearing of  $262^{\circ}37'$  and for an approximate distance of 150.6 metres to 13; thence on an approximate bearing of  $223^{\circ}52'$  and for an approximate distance of 97.5 metres to 14; thence on an approximate bearing of  $171^{\circ}25'$  and for an approximate distance of 177.3 metres to 15; thence on an approximate bearing of  $172^{\circ}37'$  and for an approximate distance of 512.0 metres to 16; thence on an approximate bearing of  $172^{\circ}14'$  and for an approximate distance of 705.4 metres to 17; thence on an approximate bearing of  $217^{\circ}41'$  and for an approximate distance of 50.5 metres to 18; thence on an approximate bearing of  $242^{\circ}06'$  and for an approximate distance of 51.8 metres to 19; thence on an approximate bearing of  $260^{\circ}45'$  and for an approximate distance of 115.9 metres to 20; thence on an approximate bearing of  $260^{\circ}24'$  and for an approximate distance of 103.6 metres to 21; thence on an approximate bearing of  $274^{\circ}29'$  and for an approximate distance of 61.6 metres to 22; thence on an approximate bearing of  $290^{\circ}09'$  and for an approximate distance of 43.2 metres to 23; thence on an approximate bearing of  $325^{\circ}22'$  and for an approximate distance of 51.3 metres to 24; thence on an approximate bearing of  $352^{\circ}04'$  and for an approximate distance of 653.3 metres to 25; thence in a northeasterly direction on an approximate bearing of  $38^{\circ}40'$  and for an approximate distance of 6.0 metres to plain concrete markstone 6; then in the same direction on an approximate bearing of  $38^{\circ}39'$  and for an approximate distance of 30.0 metres to point F.C.23; thence in a northeasterly direction on an approximate bearing of  $312^{\circ}30'$  and for an approximate distance of 8.0 metres to plain concrete markstone; thence in the same direction on an approximate bearing of  $312^{\circ}29'$  and for an approximate distance of 9.0 metres to point F.C.23; thence in the same direction on an approximate bearing of  $312^{\circ}29'$  and for an approximate distance of 24.0 metres to point on a line joining points F.C.23 and F.C.21; thence in a northerly direction on an approximate bearing of  $352^{\circ}38'$  and for an approximate distance of 109.8 metres to a point on a line joining points F.C.2 and F.C.3; thence in an easterly direction on an approximate bearing of  $92^{\circ}55'$  and an approximate distance of 9.0 metres to point F.C.2; thence in an easterly direction on an approximate bearing of  $13^{\circ}30'$  and for an approximate distance of 58.0 metres to point F.C.1; thence in a northwesterly direction on an approximate bearing of  $291^{\circ}04'$  and for an approximate distance of 34.0

metres to a point on a line joining concrete markstone 4/8852 and point F.C.1; thence in a northerly direction on an approximate bearing of  $352^{\circ}35'$  and for an approximate distance of 763.2 metres to plain concrete markstone 26; thence on an approximate bearing of  $269^{\circ}59'$  and for an approximate distance of 32.3 metres to 27; thence on an approximate bearing of  $359^{\circ}59'$  and for an approximate distance of 87.9 metres to 28; thence on an approximate bearing of  $81^{\circ}09'$  and for an approximate distance of 18.6 metres to 29; thence on an approximate bearing of  $352^{\circ}08'$  and for an approximate distance of 919.8 metres to 30; thence on an approximate bearing of  $352^{\circ}07'$  and for an approximate distance of 610.0 metres to a point on a line joining concrete markstones 2/7222 and 2/7221; thence in a northwesterly direction on an approximate bearing of  $298^{\circ}30'$  and for an approximate distance of 27.0 metres to concrete markstone 2/7222; thence in a northeasterly direction on an approximate bearing of  $28^{\circ}16'$  and for an approximate distance of 37.1 metres to a point on a line joining concrete markstones 2/7222 and 2/7223; thence in a northerly direction on an approximate bearing of  $352^{\circ}08'$  and for an approximate distance of 98.0 metres to plain concrete markstone 31; thence in a northerly direction on an approximate bearing of  $353^{\circ}36'$  and for an approximate distance of 71.0 metres to a point on a line joining C.P.4 and a point before a sharp turning point of the runway fence; thence in a westerly direction on an approximate bearing of  $302^{\circ}30'$  and for an approximate distance of 94.0 metres to that point before the sharp turning point of the runway fence; thence in the same direction on an approximate bearing of  $308^{\circ}56'$  and for an approximate distance of 31.1 metres to the sharp point of the runway fence; thence in a northeasterly direction on an approximate bearing of  $33^{\circ}10'$  and for an approximate distance of 150.0 metres to a point on the runway fence; thence in a northerly direction on an approximate bearing of  $353^{\circ}34'$  and for an approximate distance of 72.0 metres to plain concrete markstone 33; thence on an approximate bearing of  $15^{\circ}37'$  and for an approximate distance of 76.2 metres to 34; thence on an approximate bearing of  $23^{\circ}31'$  and for an approximate distance of 211.3 metres to 35; thence on an approximate bearing of  $54^{\circ}36'$  and for an approximate distance of 32.9 metres to 36; thence on an approximate bearing of  $86^{\circ}00'$  and for an approximate distance of 29.1 metres to 37; thence on an approximate bearing of  $102^{\circ}27'$  and for an approximate distance of 26.9 metres to 38; thence on an approximate bearing of  $135^{\circ}11'$  and for an approximate distance of 46.7 metres to 39; thence on an approximate bearing of  $156^{\circ}03'$  and for an approximate distance of 409.2 metres to 40; thence on an approximate bearing of  $161^{\circ}16'$  and for an



approximate distance of 96.3 metres to 41; thence on an approximate bearing of  $128^{\circ}37'$  and for an approximate distance of 147.1 metres to 42; thence on an approximate bearing of  $139^{\circ}32'$  and for an approximate distance of 143.2 metres to 43; thence on an approximate bearing of  $168^{\circ}41'$  and for an approximate distance of 92.4 metres to C.P.X.; thence on an approximate bearing of  $120^{\circ}57'$  and for an approximate distance of 88.8 metres to C.P.21; thence on an approximate bearing of  $120^{\circ}43'$  and for an approximate distance of 36.4 metres to C. Post 22; thence on an approximate bearing of  $122^{\circ}28'$  and for an approximate distance of 702.3 metres to C.P. 23; thence on an approximate bearing of  $122^{\circ}32'$  and for an approximate distance of 352.0 metres to 2/7226; thence on an approximate bearing of  $122^{\circ}17'$  and for an approximate distance of 98.8 metres to C. Post 24; thence on an approximate bearing of  $62^{\circ}05'$  and for an approximate distance of 78.8 metres to C. cut 36; thence on an approximate bearing of  $62^{\circ}34'$  and for an approximate distance of 5.6 metres to C. Post 25; thence on an approximate bearing of  $343^{\circ}36'$  and for an approximate distance of 72.1 metres to C. Post 13; thence on an approximate bearing of  $78^{\circ}36'$  and for an approximate distance of 100.8 metres to C.P. 11; thence on an approximate bearing of  $168^{\circ}24'$  and for an approximate distance of 55.6 metres to C.P. 27; thence on an approximate bearing of  $74^{\circ}057'$  and for an approximate distance of 103.6 metres to C.P. 28; thence on an approximate bearing of  $81^{\circ}58'$  and for an approximate distance of 39.5 metres to C.P. 29; thence on an approximate bearing of  $62^{\circ}41'$  and for an approximate distance of 6.4 metres to C.P.54; thence on an approximate bearing of  $62^{\circ}40'$  and for an approximate distance of 63.5 metres to C.P.30; thence on an approximate bearing of  $122^{\circ}08'$  and for an approximate distance of 75.8 metres to C.P.7; thence on an approximate bearing of  $85^{\circ}21'$  and for an approximate distance of 36.4 metres to 7/5027; thence on an approximate bearing of  $347^{\circ}33'$  and for an approximate distance of 12.9 metres to 7/5055; thence on an approximate bearing of  $32^{\circ}36'$  and for an approximate distance of 6.1 metres to 7/5037; thence on an approximate bearing of  $122^{\circ}38'$  and for an approximate distance of 30.5 metres to 7/5073; thence on an approximate bearing of  $212^{\circ}39'$  and for an approximate distance of 15.2 metres to 7/5026; thence in a southeasterly direction following the existing fence of the runway on an approximate bearing of  $123^{\circ}18'$  and for an approximate distance of 30.0 metres to a turning point; thence in an easterly direction following the existing runway fence on an approximate bearing of  $85^{\circ}04'$  and for an approximate distance of 113.5 metres on a turning point; thence in a northerly direction following the existing runway fence on an approximate bearing of  $0^{\circ}00'$  and

for an approximate distance of 631.0 metres to a bearing point; thence in a northeasterly direction following the existing runway fence on an approximate bearing of  $41^{\circ}10'$  and for an approximate distance of 79.5 metres to a turning point; thence in an easterly direction following the existing runway fence on an approximate bearing of  $85^{\circ}04'$  and for an approximate distance of 20.0 metres to a turning point; thence in a southeasterly direction following the existing runway fence on an approximate bearing of  $146^{\circ}16'$  and for an approximate distance of 79.5 metres to a turning point; thence in southerly direction following the existing fence on an approximate bearing of  $180^{\circ}05'$  and for an approximate distance of 87.8 metres to a point C.P.X. which is the northwest corner of Polts 148 – 156; thence on an approximate bearing of  $180^{\circ}07'$  and for an approximate distance of 302.1 metres to C.P.M.; thence on an approximate bearing of  $180^{\circ}05'$  and for an approximate distance of 363.5 metres to C.P.L.; thence on an approximate bearing of  $88^{\circ}10'$  and for an approximate distance of 107.6 metres to C.P.K; thence on an approximate bearing of  $145^{\circ}38'$  and for an approximate distance of 14.8 metres to C.P.J.; thence on an approximate bearing of  $152^{\circ}06'$  and for an approximate distance of 16.5 metres to C.P.I.; thence on an approximate bearing of  $159^{\circ}06'$  and for an approximate distance of 18.7 metres to C.P.H.; thence on an approximate bearing of  $165^{\circ}17'$  and for an approximate distance of 10.5 metres to C.P.G.; thence on an approximate bearing of  $171^{\circ}13'$  and for an approximate distance of 14.1 metres to C.P.F; thence on an approximate bearing of  $175^{\circ}41'$  and for an approximate distance of 14.9 metres to C.P.E.; thence on an approximate bearing of  $180^{\circ}50'$  and for an approximate distance of 67.8 metres to C.P.D; thence on an approximate bearing of  $268^{\circ}53'$  and for an approximate distance of 135.6 metres to C.P.C; thence on an approximate bearing of  $180^{\circ}04'$  and for an approximate distance of 291.1 metres to C.P.B; thence on an approximate bearing of  $116^{\circ}41'$  and for an approximate distance of 278.8 metres to C.P.A; thence in a southwesterly direction following the existing runway fence on an approximate bearing of  $188^{\circ}50'$  and for an approximate distance of 95.0 metres to a turning point; thence in the same direction following the existing runway fence on an approximate bearing of  $184^{\circ}02'$  and for an approximate distance of 169.1 metres to a turning point;  $184^{\circ}02'$  and for an approximate distance of 169.1 metres to a turning point; thence in the same direction following the existing runway fence on an approximate bearing of  $231^{\circ}58'$  and for an approximate distance of 191.5 meters to a turning point; thence in a westerly direction following the existing runway fence on an approximate bearing of  $266^{\circ}43'$  and for an approximate distance of 105.0 metres to point C.P2; thence on an

approximate bearing of 180°27' and for an approximate distance of 25.5 metres to 2; thence on an approximate bearing of 261°44' and for an approximate distance of 41.1 metres to RTS57; thence on an approximate bearing of 261°03' and for an approximate distance of 51.4 metres to 8/2183; thence on an approximate bearing of 273°35' and for an approximate distance of 2190 metres to 1; thence on an approximate bearing of 298°36' and for an approximate distance of 302.5 metres to 2; thence in a northwesterly direction on an approximate bearing of 327°04' and for an approximate distance of 20.0 metres to a point between concrete markstones 2 and 8/2254; thence in a northeasterly direction on an approximate bearing of 21°10' and for an approximate distance of 16.4 metres to concrete markstone 8/2254; thence on an approximate bearing of 292°40' and for an approximate distance of 18.7 metres to 8/2194; thence on an approximate bearing of 326°50' and for an approximate distance of 209.1 metres to 3; thence on an approximate bearing of 246°57' and for an approximate distance of 7.5 metres to 4; thence on an approximate bearing of 242°38' and for an approximate distance of 50.5 metres to 5; thence on an approximate bearing of 232°31' and for an approximate distance of 75.1 metres to 6; thence on an approximate bearing of 197°45' and for an approximate distance of 111.5 metres to 7; thence on an approximate bearing of 224°15' and for an approximate distance of 39.1 metres to 8; thence on an approximate bearing of 236°43' and for an approximate distance of 133.7 metres to 9; thence on an approximate bearing of 246°52' and for an approximate distance of 168.8 metres to 10, which is the point of commencement.

The boundary so described is more particularly delineated and outlined in red on Boundary Plan No. 359 filed in the Survey Records Office of the Department of Lands and Surveys, Entebbe.

## **2. Tororo Aerodrome.**

That area which falls within the boundary established by commencing at concrete markstone number 5/6551 situated at the northeast corner of the Oil Stone plot, and proceeding thence on an approximate bearing of 174°55' for an approximate distance of 150 feet to concrete markstone number 5/8043; thence on an approximate bearing of 174°55' for an approximate distance of 660 feet to an unnumbered concrete markstone; thence on an approximate bearing of 264°54' for an approximate distance of 375 feet to an unnumbered concrete markstone; thence on an approximate bearing of 174°54' for an approximate distance of 1,816 feet to an unnumbered concrete markstone; thence on an approximate bearing of 164°55' for an approximate distance of 600 feet to an

unnumbered concrete markstone; thence on an approximate bearing of 354°55' for an approximate distance of 6,606 feet to an unnumbered concrete markstone; thence on an approximate bearing of 84°54' for an approximate distance of 600 feet to an unnumbered concrete markstone; thence on an approximate bearing of 174°55' for an approximate distance of 3,080 feet to an unnumbered concrete markstone; thence on an approximate bearing of 84°55' for an approximate distance of 375 feet to an unnumbered concrete markstone; thence on an approximate bearing of 174°55' for an approximate distance of 325 feet to concrete markstone number 5/8783; thence on an approximate bearing of 174°55' for an approximate distance of 66 feet to concrete markstone number 5/8784; thence on a bearing of 174°55' for an approximate distance of 509 feet to concrete markstone number 5/6551, the point of commencement.

This boundary is more particularly shown bordered in red on Boundary Plan No. 247 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe.

### **3. Gulu Aerodrome.**

That area which falls within the boundary established by commencing at an unnumbered concrete markstone situated on a bearing of 168°42' and at an approximate distance of 49 feet from the southeast corner of the Shell Company plot, and proceeding thence on an approximate bearing of 184°30' for an approximate distance of 429 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°45' for an approximate distance of 706 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°45' for an approximate distance of 1,370 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°45' for an approximate distance of 593 feet to an unnumbered concrete markstone; thence on an approximate bearing of 251°36' for an approximate distance of 567 feet to an unnumbered concrete markstone; thence on an approximate bearing of 340°52' for an approximate distance of 1,354 feet to an unnumbered concrete markstone; thence on an approximate bearing of 340°52' for an approximate distance of 1,201 feet to an unnumbered concrete markstone; thence on an approximate bearing of 340°52' for an approximate distance of 1,200 feet to an unnumbered concrete markstone; thence on an approximate bearing of 340°52' for an approximate distance of 778 feet to an unnumbered concrete markstone; thence on an approximate bearing of 69°26' for an approximate distance of 552 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°44' for an approximate distance of 607 feet to an unnumbered concrete

markstone; thence on an approximate bearing of 160°44' for an approximate distance of 891 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°44' for an approximate distance of 1,579 feet to an unnumbered concrete markstone; thence on an approximate bearing of 70°44' for an approximate distance of 439 feet to an unnumbered concrete markstone; thence on an approximate bearing of 160°35' for an approximate distance of 759 feet to an unnumbered concrete markstone; thence on a bearing of 250°46' for an approximate distance of 243 feet to an unnumbered concrete markstone the point of commencement.

This boundary is more particularly shown bordered in red on Boundary Plan No. 251 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe.

#### **4. Arua Aerodrome.**

That area which falls within the boundary established by commencing at concrete markstone number 0/529 situated at a bearing of 180°41' and at a distance of 1,987 feet from the southeast corner of the Shell Company plot, and proceeding thence on an approximate bearing of 263°54' for an approximate distance of 500 feet to concrete markstone number 0/530; thence on an approximate bearing of 353°54' for an approximate distance of 6,038 feet to concrete markstone number 0/537; thence on an approximate bearing of 83°54' for an approximate distance of 500 feet to concrete markstone number 0/542; thence on a bearing of 173°54' for an approximate distance of 6,038 feet to concrete markstone number 0/529, the point of commencement.

This boundary is more particularly shown bordered in red on Boundary Plan No. 250 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe.

#### **5. Soroti Aerodrome.**

That area which falls within the boundary established by commencing at concrete markstone number 5/8181 situated at the southeast corner of the Oil Store plot, and proceeding thence on an approximate bearing of 231°15' for an approximate distance of 150 feet to concrete markstone number 5/8219; thence on an approximate bearing of 231°15' for an approximate distance of 650 feet to concrete markstone number 5/8353; thence on an approximate bearing of 231°15' for an approximate distance of 300 feet to concrete markstone number 5/8355; thence on an approximate bearing of 321°15' for an approximate distance of 380 feet to concrete markstone number 5/8374; thence on an

approximate bearing of 231°15' for an approximate distance of 1,239 feet to concrete markstone number 5/8366; thence on an approximate bearing of 321°15' for an approximate distance of 650 feet to concrete markstone number 5/8183; thence on an approximate bearing of 51°15' for an approximate distance of 2,006 feet to concrete markstone number 5/8352; thence on an approximate bearing of 51°15' for an approximate distance of 1,421 feet to concrete markstone number 5/8361; thence on an approximate bearing of 51°15' for an approximate distance of 1,293 feet to concrete markstone number 5/8368; thence on an approximate bearing of 51°15' for an approximate distance of 2,278 feet to concrete markstone number 5/8356; thence on an approximate bearing of 141°15' for an approximate distance of 650 feet to concrete markstone number 5/7384; thence on an approximate bearing of 231°15' for an approximate distance of 879 feet to concrete markstone number 5/8856; thence on an approximate bearing of 231°15' for an approximate distance of 446 feet to concrete markstone number 5/8358; thence on an approximate bearing of 231°15' for an approximate distance of 1,106 feet to concrete markstone number 5/8359; thence on an approximate bearing of 231°15' for an approximate distance of 1,468 feet to concrete markstone number 5/8371; thence on an approximate bearing of 141°16' for an approximate distance of 380 feet to concrete markstone number 5/8372; thence on a bearing of 231°15' for an approximate distance of 750 feet to concrete markstone number 5/8484 the point of commencement.

This boundary is more particularly shown bordered in red on Boundary Plan No. 248 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe

## **6. Kasese Aerodrome.**

That area which falls within the boundary established by commencing at concrete markstone number 9/4132 situated on the southern side of Kabarole Road Reserve at a distance of 560 feet approximate to the southwest from River Rukoki Bridge, and proceeding thence on an approximate bearing of 197°30' for an approximate distance of 1,241 feet to concrete markstone number 9/3206; thence on an approximate bearing of 191°00' for an approximate distance of 729 feet to concrete markstone number 9/3197; thence on an approximate bearing of 191°00' for an approximate distance of 441 feet to concrete markstone number 9/3294; thence on an approximate bearing of 190°59' for an approximate distance of 709 feet to concrete markstone number 9/3295; thence on an approximate bearing of 191°00' for an approximate distance of 613 feet to concrete markstone number 9/4037; thence on an

approximate bearing of 191°00' for an approximate distance of 598 feet to concrete markstone number 9/3308; thence on an approximate bearing of 101°01' for an approximate distance of 261 feet to concrete markstone number 9/3198; thence on an approximate bearing of 191°42' for an approximate distance of 159 feet to concrete markstone number 9/3311; thence on an approximate bearing of 272°10' for an approximate distance of 262 feet to concrete markstone number 9/3195; thence on an approximate bearing of 190°57' for an approximate distance of 616 feet to concrete markstone number 9/3343; thence on an approximate bearing of 190°57' for an approximate distance of 990 feet to concrete markstone number 9/3194; thence on an approximate bearing of 191°07' for an approximate distance of 654 feet to concrete markstone number 9/3209; thence on an approximate bearing of 282°00' for an approximate distance of 500 feet to concrete markstone number 9/3209; thence on an approximate bearing of 11°00' for an approximate distance of 905 feet to concrete markstone number 9/2196; thence on an approximate bearing of 10°50' for an approximate distance of 896 feet to concrete markstone number 9/4040; thence on an approximate bearing of 10°50' for an approximate distance of 652 feet to concrete markstone number 9/3318; thence on an approximate bearing of 11°00' for an approximate distance of 599 feet to concrete markstone number 9/4041; thence on an approximate bearing of 11°00' for an approximate distance of 612 feet to concrete markstone number 9/3319; thence on an approximate bearing of 11°00' for an approximate distance of 709 feet to concrete markstone number 9/3309; thence on an approximate bearing of 285°24' for an approximate distance of 661 feet to concrete markstone number 9/3199; thence on an approximate bearing of 316°31' for an approximate distance of 597 feet to concrete markstone number 9/4425; thence on an approximate bearing of 52°46' for an approximate distance of 652 feet to concrete markstone number 9/4138; thence on an approximate bearing of 52°05' for an approximate distance of 1,091 feet to concrete markstone number 9/4416; thence on a bearing of 52°06' for an approximate distance of 1,045 feet to concrete markstone number 9/4432, the point of commencement.

This boundary is more particularly shown bordered in red on a Boundary Plan No. 249 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe.

#### **7. Jinja Aerodrome.**

That area which falls within the boundary established by commencing at concrete markstone number 5/2828 situated at the south corner of the Petrol Station plot, and



proceeding thence on an approximate bearing of 306°23' for an approximate distance of 100 feet to concrete markstone number 5/2900; thence on an approximate bearing of 306°23' for an approximate distance of 104 feet to concrete markstone number 5/1276; thence on an approximate bearing of 36°23' for an approximate distance of 358 feet to concrete markstone number 5/2494; thence on an approximate bearing of 306°35' for an approximate distance of 787 feet to concrete markstone number 5/2808; thence on an approximate bearing of 306°35' for an approximate distance of 1,081 feet to concrete markstone number 5/1951; thence on an approximate bearing of 306°35' for an approximate distance of 535 feet to concrete markstone number 5/2169; thence on an approximate bearing of 306°35' for an approximate distance of 393 feet to concrete markstone number 5/2378; thence on an approximate bearing of 30°21' for an approximate distance of 38 feet to concrete markstone number 5/2196; thence on an approximate bearing of 30°21' for an approximate distance of 659 feet to concrete markstone number 5/2266; thence on an approximate bearing of 126°48' for an approximate distance of 828 feet to concrete markstone number 5/2406; thence on an approximate bearing of 126°29' for an approximate distance of 3,283 feet to an unnumbered concrete markstone; thence on an approximate bearing of 126°18' for an approximate distance of 695 feet to concrete markstone number 5/2016; thence on an approximate bearing of 126°16' for an approximate distance of 597 feet to concrete markstone number 5/1234; thence on an approximate bearing of 216°14' for an approximate distance of 609 feet to concrete markstone number 5/2004; thence on an approximate bearing of 306°24' for an approximate distance of 626 feet to concrete markstone number 5/3892; thence on an approximate bearing of 306°24' for an approximate distance of 108 feet to concrete markstone number 5/1998; thence on an approximate bearing of 306°24' for an approximate distance of 177 feet to concrete markstone number 5/2411; thence on an approximate bearing of 306°24' for an approximate distance of 231 feet to concrete markstone number 5/1593; thence on an approximate bearing of 216°24' for an approximate distance of 234 feet to concrete markstone number 5/4533; thence on an approximate bearing of 292°51' for an approximate distance of 510 feet to concrete markstone number 5/4535; thence on an approximate bearing of 306°24' for an approximate distance of 264 feet to concrete markstone number 5/2052; thence on a bearing of 306°23' for an approximate distance of 439 feet to concrete markstone number 5/2828 the point of commencement.

This boundary is more particularly shown bordered in red on Boundary Plan No. 252 deposited at the Survey Records Office, Department of Lands and Surveys, Entebbe.

## SECOND SCHEDULE



## CURRENCY POINT

A currency point is equivalent to twenty thousand shillings.

## THIRD SCHEDULE

## PART A

### **Systematic Management of Safety at Aerodrome**

1. Safety Management

Aerodromes in Category A shall have in place a system for managing safety, to which it is committed, is readily identifiable by the personnel of the Aerodrome and the personnel of the Authority and is clearly documented in the Aerodrome Manual.

2. Interpretation

In this Schedule, unless the context otherwise requires—

“risk” is the combination of the probability, or frequency of occurrence of a defined hazard and the magnitude of the consequences of the occurrence.

3. Safety Objective

An aerodrome and the facilities, equipment and systems of the aerodrome shall be designed and operated such that for any hazard, the combination of the probability of occurrence and the seriousness of the consequences of the hazard occurring must not result in a level of risk that is unacceptable.

4. Safety Management Policy Statements

Safety Management Systems established at aerodromes shall include the following—

- (a) a statement that the highest priority shall be attached to safety in relations to all business activities;
- (b) a business objective for safety that shall minimise the aerodrome’s contribution to aviation accidents risk to as low as reasonably practicable;
- (c) a commitment by the aerodrome operator to adopt an explicit and proactive approach to safety management;
- (d) statements of safety-related responsibilities at all levels of the organization;
- (e) a commitment to comply with all appropriate safety standards;
- (f) a commitment that the safety assurance processes used by external

suppliers comply with safety standards and requirements.

5. Safety Management Principles

- (1) (a) Whenever practicable, quantitative safety levels shall be derived, maintained and improved for all aviation products and services delivered by the aerodrome; and when quantitative safety levels cannot be derived, a qualitative reasoning shall be performed in order to meet the safety objective.
  - (b) An operator shall assess all existing operations, proposed changes, additions or replacements for their safety significance.
  - (c) An operator shall identify and record the safety requirements for a service or product, the results of the safety assessment process and the evidence that the safety requirements have been met; and the records shall be maintained throughout the life of the service or product.
  - (d) An operator shall ensure that personnel whose functions impact on safety at the aerodrome are and remain adequately trained and qualified for the job they are required to do and for which they have accountability.
- (2) (a) An operator shall ensure that there is accountability, at a suitable senior level for the management, development and monitoring of the safety management system.
  - (b) An operator shall routinely carry out internal safety audits to provide assurance of the safety activities and to confirm compliance with the safety requirements and the safety management system.
  - (c) An operator shall have in place suitable monitoring arrangements so that undesirable trends in service or product performance can be recognized and be subject to remedial action; and in order to achieve this, the operator shall in accordance with the provisions of the Part B of this Schedule—
    - (i) establish a reporting system for accident and incident reporting that ensures the Authority is informed of the

aviation safety aspects in connection with the aerodrome;

- (ii) investigate safety significant occurrences, identify any failures of its management of safety and take corrective action if required;

- (d) The operator shall establish and maintain procedures, which enable tracing of documents and data related to the safety management system, and the procedures shall ensure that all safety related documents and data are available, and that invalid documents and data shall be destroyed and secured against unintended use.

6. Safety Management Strategy

- (1) An operator shall establish processes to identify safety shortcomings, so that remedial action can be taken to ensure safety levels are maintained.
- (2) The basic principles to be applied in the safety management strategy shall include—
  - (a) safety achievement; specifying the means by which the safety performance of the organization meets its safety objectives and derived requirements;
  - (b) safety assurance; specifying the means for providing assurance that risks are being managed properly and effectively;
  - (c) safety promotion; specifying the means by which safety issues are communicated within the aerodrome to eliminate unnecessary risks and avoid repeat errors or risks.

7. Operational safety assurances documentation

An operator shall produce and maintain safety assurance documentation, and this documentation shall cover—

- (a) all safety related roles and functions;
- (b) a safety based risk assessment of the roles and functions where practicable;
- (c) a process of risk management for safety related tasks and functions to ensure that identified risks remain tolerable;

(d) safety performance measurements of the current operations as part of the ongoing risk management; and

(e) corrective procedures and measures that modify the original tasks or functions to address inadequate performance.

8. Safety assurance documentation on systems requiring approval

(1) An operator shall, when intending to introduce new systems into operation, or introduce changes to, or replace existing systems, submit an application for approval by the Authority.

(2) The aerodrome operator shall also submit an application for approval if the intended changes affect the approvals in the aerodrome licence.

(3) An aerodrome licensee shall, if satisfied that their own safety requirements as well as those issued by the Authority have met the compliance criteria, notify the Authority in writing indicating compliance with the specified safety requirements for any operational system.

9. Safety assessment methodology

The safety assessment of the aerodrome shall involve—

(a) systematic identification of possible hazards to aircraft;

(b) evaluation of the seriousness of the consequences of the hazard occurring;

(c) considering the chances of a hazard happening;

(d) determining whether the consequent risk is tolerable and within the operators acceptable safety performance criteria; and

(e) taking action to reduce the severity of the hazard or the probability of it arising in order to reduce the risk to a tolerable level.

10. Safety auditing of aerodromes

An operator shall carry out internal safety auditing of the aerodrome in order to determine—

(a) the level of compliance with requirements;

(b) the areas and degree of risk and their effective management; and

(c) the competence and performance of those responsible for safety.

PART B

## Aircraft accident and incident reporting and investigation at aerodromes

### **1. Aerodrome occurrence reporting.**

(1) This schedule prescribes the requirements for reporting the occurrence or detection of defects, failures or malfunctions at an aerodrome, its components or equipment, which could jeopardize the safe operation of the aerodrome or cause it to become a danger to persons or property.

(2) The objectives of the aerodrome occurrence reports are as follows—

- (a) to ensure that knowledge of these occurrences is disseminated so that other persons and organizations may learn from them; and
- (b) to enable an assessment to be made by those concerned (whether internal or external to the aerodrome operator) of the safety implications of each occurrence, both in itself and in relation to previous similar occurrences, so that they may take or initiate any necessary action.

### **2. Reportable occurrences and reporting procedures.**

(1) An operator shall notify the Authority of any accident, serious incident, fatal or serious injury occurring at the aerodrome as soon as practicable after the occurrence and provide a detailed occurrence report thereafter.

(2) For the purpose of this Schedule—

(a) “accident” means an occurrence associated with the operation of an aircraft, which takes place between the time any person boards the aircraft with the intention of flight until such time as all such persons have disembarked, in which;

(i) a person is fatally or seriously injured as a result of—

(aa) being in the aircraft, or

(bb) direct contact with any part of the aircraft, including parts which have become detached from the aircraft, or

(cc) direct exposure to jet blast, except when the injury are from natural causes, self-inflicted, or inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to the passengers and crew or;

(ii) the aircraft sustains damage or structural failure which—

- (aa) adversely affects the structural strength, performance or flight characteristics of the aircraft; and
  - (bb) would normally require major repair or replacement of the affected component except for engine failure or damage, when the damage is limited to the engine, its cowlings or accessories; or for damage limited to propellers, wing tips, antennas, tires, brakes, fairings, small dents or puncture holes in the aircraft skin; or
  - (iii) the aircraft is missing or is completely inaccessible.
- (b) “serious incident” includes—
- (i) a near collision requiring avoidance manoeuvre to avoid a collision or an unsafe situation or where an avoidance action would have been appropriate;
  - (ii) a controlled flight into terrain only marginally avoided;
  - (iii) an aborted take-off on a closed or engaged runway;
  - (iv) a take-off from a closed or engaged runway with marginal separation from an obstacle;
  - (v) a landing or attempted landing on a closed or engaged runway;
  - (vi) a take-off or landing incident such as undershooting; or overrunning or running off the side of runways; or
  - (v) a major failure of any navigation aid when a runway is in use;
- (c) “serious injury” means any injury that is sustained by a person in an accident and that—
- (i) requires hospitalisation for more than forty eight hours, commencing within seven days from the date the injury was received;
  - (ii) results in a fracture of any bone, except simple fractures of fingers, toes or nose;
  - (iii) involves lacerations which cause severe haemorrhage, nerve,

muscle, or tendon damage;

(iv) involves any injury to any internal organ;

(v) involves second or third degree burns, or any burns affecting more than 5% of the body surface; or

(vi) involves verified exposure to infectious substances or injurious radiation.

(3) The operator shall notify the Aircraft Accident and Incident Investigation Branch whenever an accident or serious incident occurs on or adjacent to his aerodrome in accordance with the provisions of the Civil Aviation (Aircraft Accident and Incident Investigation) Regulations.

(4) Information to be provided in the reporting and notification of an accident, serious incident or serious injury shall as far as possible include the following—

(a) the date and local time of occurrence;

(b) the exact location of the occurrence with reference to some easily defined geographical point;

(c) detailed particulars of the parties involved, including the owner, operator, manufacturer, nationality, registration marks, serial numbers, assigned identities of aircraft and equipment;

(d) a detailed description of the sequence of events leading up to the incident;

(e) the physical characteristics, environment or circumstances of the area in which the incident occurred and an indication of the access difficulties or special requirements to reach the site;

(f) the identification of the person sending the notice and where the incident occurred;

(g) in the case of an aircraft accident, the number of crew members, passengers or other persons respectively killed or seriously injured as a result of the accident; and

(h) a description of the follow-up action being taken after the incident has



occurred.

### **3. Aerodrome occurrence records.**

(1) An operator shall establish and maintain aerodrome occurrence reports for any accident, serious incident, serious injury or any occurrence or event that has a bearing on the safety of aerodrome operations.

(2) An operator shall use aerodrome occurrence reports to monitor and improve the level of operational safety, including reviews of safety standards required.

(3) The Authority may require the operator to produce and provide information contained in the aerodrome occurrence report relating to any safety occurrence or event.

### **4. Aircraft accident and incident investigation.**

(1) In the event of an accident or serious incident, an operator shall carry out its own investigations.

(2) The investigations carried out by the aerodrome operator shall be additional to that carried out by the Aircraft Accident and Incident Investigation Branch to enable the operator to assess safety of aircraft operations at his aerodrome.

(3) The investigator, or team of investigators, shall be technically competent and shall either possess or have access to the background information, so that the facts and events are interpreted accurately. The investigations shall be a search to establish how the mishap happened, why it occurred, including organizational contributing factors, and to recommend action to prevent a recurrence, and shall not be intended to apportion blame.

(4) The lesson learnt derived from an aerodrome incident or accident investigation shall be disseminated to personnel to provide feedback for safety improvement.

(5) The Authority may require the operator to produce and provide information contained in the aerodrome accident or incident investigation report relating to any such event.

(6) An operator shall inspect his aerodrome, as circumstances require, to ensure safety as soon as practicable after any aircraft accident or incident.

## **FOURTH SCHEDULE**

PARTICULARS TO BE INCLUDED IN AN AERODROME MANUAL  
FOR AERODROMES IN CATEGORIES A AND B

PART I: GENERAL

General information, including the following—

- (a) purpose and scope of the aerodrome manual;
- (b) the legal requirement for an certificate and an aerodrome manual as prescribed in the national regulations;
- (c) conditions for use of the aerodrome - a statement to indicate that the aerodrome shall at all times, when it is available for the take-off and landing of aircraft, be so available to all persons on equal terms and conditions;
- (d) the available aeronautical information system and procedures for its promulgation;
- (e) the system for recording aircraft movements; and
- (f) obligations of the operator.

PART 2: PARTICULARS OF THE AERODROME SITE

General information, including the following—

- (a) a plan of the aerodrome showing the main aerodrome facilities for the operation of the aerodrome including, particularly, the location of each wind direction indicator;
- (b) a plan of the aerodrome showing the aerodrome boundaries;
- (c) a plan showing the distance of the aerodrome from the nearest city, town or other populous area, and the location of any aerodrome facilities and equipment outside the boundaries of the aerodrome; and
- (d) particulars of the land title of the aerodrome site. If the boundaries of

the aerodrome are not defined in the land title documents particulars of the land title to, or interest in, the property on which the aerodrome is located and a plan showing the boundaries and position of the aerodrome.

## **PART 3: PARTICULARS OF THE AERODROME REQUIRED TO BE REPORTED TO THE AERONAUTICAL INFORMATION SERVICE**

### **1. General Information.**

- (a) the name of the aerodrome;
- (b) the location of the aerodrome;
- (c) the geographical coordinates of the aerodrome reference point determined in terms of the World Geodetic System - 1984 reference datum;
- (d) the aerodrome elevation and geoid undulation;
- (e) the elevation of each threshold and geoid undulation, the elevation of each runway end and any significant high and low points along the runway, and the highest elevation of the touchdown zone of a precision approach runway;
- (f) the aerodrome reference temperature;
- (g) details of the aerodrome beacon; and
- (h) the name of the operator and the address, telephone and facsimile numbers at which the operator may be contacted at all times.

### **2. Aerodrome dimensions and related information.**

General information, including the following—

- (a) runway - true bearing, designation number, length, width, displaced threshold location, slope, surface type, type of runway and, for a precision approach runway, the existence of an obstacle free zone;
- (b) length, width and surface type of strip, runway end safety areas, stopways;
- (c) length, width and surface type of taxiways;

- (d) apron surface type and aircraft stands;
- (e) clearway length and ground profile;
- (f) visual aids for approach procedures, viz. Approach lighting type and visual approach slope indicator system (PAPI/APAPI and T-VASIS/AT-VASIS); marking and lighting of runways, taxiways, and aprons; other visual guidance and control aids on taxiways (including runway holding positions, intermediate holding positions and stop bars) and aprons, location and type of visual docking guidance system; availability of standby power for lighting;
- (g) the location and radio frequency of VOR aerodrome checkpoints;
- (h) the location and designation of standard taxi routes;
- (i) the geographical coordinates of each threshold;
- (j) the geographical coordinates of appropriate taxiway centre line points;
- (k) the geographical coordinates of each aircraft stand;
- (l) the geographical coordinates and the top elevation of significant obstacles in the approach and take-off area, in the circling area and in the vicinity of the aerodrome. (This information may best be shown in the form of charts such as those required for the preparation of aeronautical information publications, as specified in Annexes 4 and 15 to the Convention);
- (m) pavement surface type and bearing strength using the Aircraft Classification Number - Pavement Classification Number (PCN) method;
- (n) one or more pre-flight altimeter check locations established on an apron and their elevation;
- (o) declared distances: take-off run available, take-off distances available, accelerate-stop distance available, landing distance available;
- (p) disabled aircraft removal plan: the telephone/telex/ facsimile number and e-mail address of the aerodrome coordinator for the removal of a disabled aircraft on or adjacent to the movement area, information on the capability to remove a disabled aircraft, expressed in terms of the largest type of aircraft which the aerodrome is equipped to remove; and

- (q) rescue and fire-fighting; the level of protection provided, expressed in terms of the category of the rescue and fire-fighting services, which should be in accordance with the longest aircraft normally using the aerodrome and the type and amounts of extinguishing agents normally available at the aerodrome.

*Note.- the accuracy of the information in Part 3 is critical to aircraft safety. Information requiring engineering survey and assessment should be gathered or verified by qualified technical persons.*

## **PART 4: PARTICULARS OF THE AERODROME OPERATING PROCEDURES AND SAFETY MEASURES**

### **1. Aerodrome reporting**

Particulars of the procedures for reporting any changes to the aerodrome information set out in the Aeronautical Information Publication (AIP) and Aeronautical Information Circular (AIC) and procedures for requesting the issue of Notices to Airmen (NOTAMs), including the following—

- (a) arrangements for reporting any changes to the Authority and recording the reporting of changes during and outside the normal hours of aerodrome operations;
- (b) the names and roles of persons responsible for notifying the changes, and their telephone numbers during and outside the normal hours of aerodrome operations; and
- (c) the address and telephone and facsimile numbers, as provided by the Authority, of the place where changes are to be reported to the Authority.

### **2. Access to the aerodrome movement area.**

Particulars of the procedures that have been developed and are to be followed in coordination with the agency responsible for preventing unlawful interference in civil aviation at the aerodrome and for preventing unauthorized entry of persons, vehicles, equipment, animals or other things into the movement area, including the following—

- (a) the role of the operator, the aircraft operator, aerodrome fixed-base operator, the aerodrome security entity, the Authority and other government departments, as applicable; and

- (b) the personnel responsible for controlling access to the aerodrome, and the telephone numbers for contacting them during and after working hours.

### **3. Aerodrome emergency plan.**

Particulars of the aerodrome emergency plan, including the following—

- (a) plans for dealing with emergencies occurring at the aerodrome or in its vicinity, including the malfunction of aircraft in flight; structural fires; sabotage, including bomb threats (aircraft or structure); unlawful seizure of aircraft; and incidents on the airport covering “during the emergency” and “after the emergency” considerations;
- (b) details of test and aerodrome facilities and equipment to be used in emergencies, including the frequency of those tests;
- (c) details of exercises to test emergency plans, including the frequency of those exercises;
- (d) a list of organizations, agencies and persons of authority, both on-and/off-airport, for site roles; their telephone and facsimile numbers, e-mail addresses and the radio frequencies of their offices;
- (e) the establishment of an aerodrome emergency committee to organize training and other preparations for dealing with emergencies; and
- (f) the appointment of an on-scene commander for the overall emergency operation.

### **4. Rescue and fire-fighting.**

Particulars of the facilities, equipment, personnel and procedures for meeting the rescue and fire-fighting requirements, including the names and roles of the persons responsible for dealing with the rescue and fire-fighting services at the aerodrome.

### **5. Inspection of the aerodrome movement area and obstacle limitation surface by the operator.**

Particulars of the procedures for the inspection of the aerodrome movement area and obstacle limitation surfaces, including the following—

- (a) arrangements for carrying out inspections, including runway friction and water-depth measurements on runways and taxiways, during and outside the normal hours of aerodrome operations;
- (b) arrangements and means of communicating with air traffic control during an inspection;
- (c) arrangements for keeping an inspection logbook, and the location of the logbook;
- (d) details of inspection intervals and times;
- (e) inspection checklist;
- (f) arrangements for reporting the results of inspections and for taking prompt follow-up actions to ensure correction of unsafe conditions; and
- (g) the names and roles of persons responsible for carrying out inspections, and their telephone numbers during and after working hours.

#### **6. Visual aids and aerodrome electrical systems.**

Particulars of the procedures for the inspection and maintenance of aeronautical lights (including obstacle lighting), signs, markers and aerodrome electrical systems, including the following—

- (a) arrangements for carrying out inspections during and outside the normal hours of aerodrome operation, and the checklist for such inspections;
- (b) arrangements for recording the result of inspections and for taking follow-up action to correct deficiencies;
- (c) arrangements for carrying out routine maintenance and emergency maintenance;
- (d) arrangements for secondary power supplies and, if applicable, the particulars of any other method of dealing with partial or total system failure; and
- (e) personnel responsible for the inspection and maintenance of the lighting, and the telephone numbers for contacting those persons during and after working hours.

**7. Maintenance of the movement area.**

Particulars of the facilities and procedures for the maintenance of the movement area, including arrangements for—

- (a) maintaining the paved areas;
- (b) maintaining the unpaved runways and taxiways;
- (c) maintaining the runway and taxiway strips; and
- (d) the maintenance of aerodrome drainage.

**8. Aerodrome works - safety**

Particulars of the procedures for planning and carrying out construction and maintenance work safely (including work that may have to be carried out at short notice) on or in the vicinity of the movement area which may extend above an obstacle limitation surface, including the following—

- (a) arrangements for communicating with air traffic control during the progress of such work;
- (b) the names, telephone numbers and roles of the persons and organizations responsible for planning and carrying out the work, and arrangements for contacting those persons and organizations at all times;
- (c) the names and telephone numbers, during and after working hours, of the aerodrome fixed-base operators, ground handling agents and aircraft operators who are to be notified of the work;
- (d) a distribution list for work plans, if required.

**9. Apron management**

Particulars of the apron management procedures, including the following—

- (a) arrangements between air traffic control and the apron management unit;
- (b) arrangements for allocating aircraft parking positions;
- (c) arrangements for initiating engine start and ensuring clearance of aircraft push-back;



- (d) marshalling service; and
- (e) leader (van) service.

**10. Apron safety management.**

Procedures to ensure apron safety, including—

- (a) protection from jet blasts;
- (b) enforcement of safety precautions during aircraft refuelling operations;
- (c) apron sweeping;
- (d) apron cleaning;
- (e) arrangements for reporting incidents and accidents on an apron; and
- (f) arrangements for auditing the safety compliance of all personnel working on the apron.

**11. Airside vehicle control.**

Particulars of the procedure for the control of surface vehicles operating on or in the vicinity of the movement area, including the following—

- (a) details of the applicable traffic rules (including speed limits and the means of enforcing the rules);
- (b) the method of issuing driving permits for operating vehicles in the movement area.

**12. Birds and wildlife hazard management**

Particulars of the procedures to deal with the danger posed to aircraft operations by the presence of birds or mammals in the aerodrome flight pattern or movement area, including the following—

- (a) arrangements for assessing birds and wildlife hazards;
- (b) arrangements for implementing birds and wildlife control programmes; and
- (c) the names and roles of the persons responsible for dealing with birds and wildlife hazards, and their telephone numbers during and after working hours.

### **13. Obstacle control.**

Particulars setting out the procedures for—

- (a) monitoring the obstacle limitation surfaces and type A chart for obstacles in the take-off surface;
- (b) controlling obstacles within the authority of the operator;
- (c) monitoring the height of buildings or structures within the boundaries of the obstacle limitation surfaces;
- (d) controlling new developments in the vicinity of aerodromes; and
- (e) notifying the Authority of the nature and location of obstacles and subsequent addition or removal of obstacles for action as necessary, including amendment of the Aeronautical Information Services publications.

### **14. Removal of disabled aircraft.**

Particulars of the procedures for removing a disabled aircraft on or adjacent to the movement area, including the following—

- (a) the roles of the operator and the holder of the aircraft operator certificate;
- (b) arrangements for notifying the aircraft operator;
- (c) arrangements for liaising with the air traffic control unit;
- (d) arrangements for obtaining equipment and personnel to remove the disabled aircraft; and
- (e) role and telephone numbers of personnel responsible for arranging for the action as necessary, including amendment of the AIS publications.

### **15. Handling of hazardous materials.**

- (1) Particulars of the procedures for the safe handling and storage of hazardous materials on the aerodrome, including the following—

- (a) arrangements for special areas of the aerodrome to be set up for the storage of inflammable liquids (including aviation fuels) and any other hazardous materials; and

(b) the method to be followed for the delivery storage, dispensing and handling of hazardous materials.

- (2) For the purposes of this paragraph “hazardous materials” include inflammable liquids and solids, corrosive liquids, compressed gases and magnetized or radioactive materials.

**16. Low visibility operations.**

Particulars of procedures to be introduced for low-visibility operations, including the measurement and reporting of runway visual range as and when required, and the personnel, their telephone numbers, responsible for measuring the Runway Visual Range.

**17. Protection of sites for radar and navigational aids.**

Particulars of the procedures for the protection of sites for radar and radio navigational aids located on the aerodrome to ensure that their performance will not be degraded, including the following—

- (a) arrangements for the control of activities in the vicinity of radar and navigational aids installations;
- (b) arrangements for ground maintenance in the vicinity of these installations; and
- (c) arrangements for the supply and installation of signs warning of hazardous microwave radiation.

*Note 1.* In writing the procedures for each category, clear and precise information should be included on—

- (i) when, or in what circumstances, an operating procedure is to be activated;
- (ii) how an operating procedure is to be activated;
- (iii) actions to be taken;
- (iv) the equipment necessary for carrying out the actions, and access to such equipment.

*Note 2.* if any of the procedures specified above are not relevant or applicable, reasons should be given.

## PART 5: AERODROME ADMINISTRATION AND SAFETY MANAGEMENT SYSTEM

### 1. Aerodrome administration

Particulars of the aerodrome administration, including the following—

- (a) an aerodrome organizational chart showing the names and positions of key personnel, including their responsibilities;
- (b) the name, position and telephone number of the person who has overall responsibility for aerodrome safety; and
- (c) airport committees.

### 2. Safety Management System.

Particulars of the safety management system established for ensuring compliance with all safety requirements and achieving continuous improvement in safety performance, the essential features being—

- (a) the safety policy, in so far as applicable, on the safety management process and its relation to the operational and maintenance process;
- (b) the structure or organization of the Safety Management System, including staffing and the assignment of individual and group responsibilities for safety issues;
- (c) Safety Management System strategy and planning, such as setting safety performance target, allocating priorities for implementing safety initiative and providing a framework for controlling the risks to as low a level as is reasonably practicable keeping always in view the requirements of the prescribed standards and recommended practice, and regulations;
- (d) Safety Management System implementation, including facilities, methods and procedures for the effective communication of safety messages and the enforcement of safety requirements;
- (e) a system for the implementation of, and action on, critical safety areas which require a higher level of safety management integrity (safety measures programme);

- (f) measures for safety promotion and accident prevention and a system for risk control involving analysis and handling of accidents, incidents, complaints, defects, faults, discrepancies and failures, and continuing safety monitoring.
- (g) the internal safety audit and review system detailing the systems and programmes for quality control of safety;
- (h) the system for documenting all safety-related airport facilities as well as airport operational and maintenance records, including information on the design and construction of aircraft movements and aerodrome lighting. The system should enable easy retrieval of records including charts;
- (i) personnel training and competency, including the review and evaluation of the adequacy of training provided to personnel on safety-related duties and of the certification system for testing their competency; and
- (j) the incorporation and enforcement of safety-related clauses in the contract for construction work at the aerodrome.

## FIFTH SCHEDULE

*Regulation 57*

### PARTICULARS TO BE INCLUDED IN AN AERODROME MANUAL FOR AERODROMES IN CATEGORIES C, D AND E.

#### PART I: GENERAL

General information, including the following—

- (a) purpose and scope of the aerodrome manual;
- (b) the legal requirement for an aerodrome licence and an aerodrome Handbook as prescribed in the national regulations;
- (c) conditions for use of the aerodrome - a statement to indicate that the aerodrome shall at all times, when it is available for the take-off and landing of aircraft, be so available to all persons on equal terms and conditions;
- (d) the available aeronautical information system and procedures for its promulgation;
- (e) the system for recording aircraft movements; and
- (f) obligations of the aerodrome operator.

#### PART 2: PARTICULARS OF THE AERODROME SITE

General information, including the following—

- (a) a plan of the aerodrome showing the main aerodrome facilities for the operation of the aerodrome including, particularly, the location of each wind direction indicator;
- (b) a plan of the aerodrome showing the aerodrome boundaries;
- (c) a plan showing the distance of the aerodrome from the nearest city, town or other populous area, and the location of any aerodrome facilities and equipment outside the boundaries of the aerodrome; and

PART 3: PARTICULARS OF THE AERODROME REQUIRED TO BE REPORTED TO THE AERONAUTICAL INFORMATION SERVICE (AIS)

**1. General Information.**

- (a) the name of the aerodrome;
- (b) the location of the aerodrome;
- (c) the geographical coordinates of the aerodrome reference point determined in terms of the World Geodetic System - 1984 (WGS-84) reference datum;
- (d) the aerodrome elevation
- (e) points along the runway, and the highest elevation of the touchdown zone of a precision approach runway;
- (f) the aerodrome reference temperature;
- (h) the name of the aerodrome operator and the address, telephone and facsimile numbers at which the aerodrome operator may be contacted at all times.

**2. Aerodrome dimensions and related information.**

General information, including the following—

- (a) runway - true bearing, designation number, length, width, displaced threshold location, slope, surface type, type of runway and, for a precision approach runway, the existence of an obstacle free zone;
- (b) Length, width and surface type of strip;
- (c) apron surface type and aircraft stands;
- (n) one or more pre-flight altimeter check locations established on an apron and their elevation;
- (o) rescue and fire-fighting plan;

*Note.- the accuracy of the information in Part 3 is critical to aircraft safety. Information requiring engineering survey and assessment should be gathered or verified by qualified technical persons.*

## PART 4: PARTICULARS OF THE AERODROME OPERATING PROCEDURES AND SAFETY MEASURES

### 1. **Aerodrome reporting.**

Particulars of the procedures for reporting any changes to the aerodrome information set out in the AIP and AIC and procedures for requesting the issue of Notices to Airmen (NOTAMs), including the following—

- (a) arrangements for reporting any changes to the Authority and recording the reporting of changes during and outside the normal hours of aerodrome operations;
- (b) the names and roles of persons responsible for notifying the changes, and their telephone numbers during and outside the normal hours of aerodrome operations; and
- (c) the address and telephone and facsimile numbers, as provided by the Authority, of the place where changes are to be reported to the Authority.

### 2. **Access to the aerodrome movement area.**

Particulars of the procedures that have been developed and are to be followed in coordination with the agency responsible for preventing unlawful interference in civil aviation at the aerodrome and for preventing unauthorized entry of persons, vehicles, equipment, animals or other things into the movement area, including the following—

- (a) the role of the aerodrome operator, the aircraft operator, aerodrome fixed-base operator, the aerodrome security entity, the Authority and other government departments, as applicable;
- (b) the personnel responsible for controlling access to the aerodrome, and the telephone numbers for contacting them during and after working hours;
- (c) inspection checklist;
- (d) arrangements for reporting the results of inspections and for taking prompt follow-up actions to ensure correction of unsafe conditions; and



- (e) the names and roles of persons responsible for carrying out inspections, and their telephone numbers during and after working hours.

#### **4. Maintenance of the movement area.**

Particulars of the facilities and procedures for the maintenance of the movement area, including—

- (a) arrangements for maintaining the unpaved runways and taxiways;
- (b) arrangements for maintaining the runway and taxiway strips; and
- (c) arrangements for the maintenance of aerodrome drainage.

#### **5. Aerodrome works – safety.**

Particulars of the procedures for planning and carrying out construction and maintenance work safely (including work that may have to be carried out at short notice) on or in the vicinity of the movement area which may extend above an obstacle limitation surface, including the following—

- (a) the names, telephone numbers and roles of the persons and organizations responsible for planning and carrying out the work, and arrangements for contacting those persons and organizations at all times;
- (b) a distribution list for work plans, if required.

#### **6. Birds and Wildlife Hazard Management**

#### **7. Obstacle Control**

Particulars setting out the procedures for—

- (a) monitoring the obstacle limitation surfaces and Type A Chart for obstacles in the take-off surface;
- (b) controlling obstacles within the authority of the operator;
- (c) monitoring the height of buildings or structures within the boundaries of the obstacle limitation surfaces;
- (d) controlling new developments in the vicinity of aerodromes; and
- (e) notifying the Authority of the nature and location of obstacles and subsequent addition or removal of obstacles for action as necessary, including amendment of the AIS publications.

## **8. Handling of Hazardous Materials**

- (1) Particulars of the procedures for the safe handling and storage of hazardous materials on the aerodrome, including the following—
  - (a) arrangements for special areas of the aerodrome to be set up for the storage of inflammable liquids (including aviation fuels) and any other hazardous materials; and
  - (b) the method to be followed for the delivery storage, dispensing and handling of hazardous materials.
- (2) For the purposes of rule 15 (1) “hazardous materials” include inflammable liquids and solids, corrosive liquids, compressed gases and magnetized or radioactive materials.

## **9. Protection of Sites for Radar and Navigational Aids.**

Particulars of the procedures for the protection of sites for radar and radio navigational aids located on the aerodrome to ensure that their performance will not be degraded, including the following—

- (a) arrangements for the control of activities in the vicinity of radar and navigational aids installations;
- (b) arrangements for ground maintenance in the vicinity of these installations; and
- (c) arrangements for the supply and installation of signs warning of hazardous microwave radiation.

*Note 1.* In writing the procedures for each category, clear and precise information should be included on—

- when, or in what circumstances, an operating procedure is to be activated;
- how an operating procedure is to be activated;
- actions to be taken;
- the equipment necessary for carrying out the actions, and access to such equipment.

*Note 2.* if any of the procedures specified above are not relevant or applicable, the reason should be given.

**AERODROME DATA**

**1. Aerodrome geographical coordinates.**

Geographical coordinates indicating latitude and longitude for ground positions at aerodromes shall be determined and reported in World Geodetic System – 1984 geodetic reference datum.

**2. Aerodrome reference point.**

(1) An aerodrome reference point shall be established for an aerodrome.

(2) The aerodrome reference point shall be located near the initial or planned geometric centre of the aerodrome and shall normally remain where first established.

(3) The position of the aerodrome reference point shall be measured and reported in degrees, minutes and seconds.

**3. Aerodrome and runway elevations.**

The aerodrome elevation and geoid undulation at the aerodrome shall be measured and reported in accordance with specifications prescribed in the Manual of Aerodrome Standards.

**4. Aerodrome reference temperature.**

(1) An aerodrome reference temperature shall be determined for an aerodrome in degrees Celsius.

(2) The aerodrome reference temperature should be the monthly mean of the daily maximum temperatures for the hottest month of the year (the hottest month being, that which has the highest monthly mean temperature). This temperature should be averaged over a period of years.

**5. Aerodrome dimensions and related information.**

(1) The following data shall be measured or described, as appropriate, for each facility provided on an aerodrome—

- (a) runway – true bearing to one-hundredth of a degree, designation number, length, width, displaced threshold location to the nearest metre, slope, surface type, type of runway and, for a precision approach runway category I, the existence of an obstacle free zone when provided;
- (b) strip, runway end safety area, stopway – length, width to the nearest metre, surface type;
- (c) taxiway – designation, width, surface type;
- (d) apron – surface type, aircraft stands;
- (e) the boundaries of the air traffic control service;
- (f) clearway – length to the nearest metre, ground profile;
- (g) visual aids for approach procedures, marking and lighting of runways, taxiways and aprons, other visual guidance and control aids on taxiways and aprons, including runway-holding positions and stop bars, and location and type of visual docking guidance systems;
- (h) location and radio frequency of any VOR aerodrome check-point;
- (i) location and designation of standard taxi-routes; and
- (j) distances to the nearest metre of localizer and glide path elements comprising an instrument landing system or azimuth and elevation antenna of microwave landing system in relation to the associated runway extremities.

(2) The geographical coordinates of each threshold, appropriate taxiway centre line points and each aircraft stand shall be measured and reported in degrees, minutes, seconds and hundredths of seconds.

(3) The geographical coordinates of significant obstacles in the approach and take-off areas, in the circling area and in the vicinity of an aerodrome shall be measured and reported in degrees, minutes, seconds and tenths of seconds, and in addition, the top elevation rounded up to the nearest metre, type, marking and lighting (if any) of the significant obstacles shall be reported.

(4) This regulation shall not apply to aerodromes in categories C and D unless otherwise specified by the Authority in the licence.

## **6. Strength of pavements.**

The bearing strength of a pavement at an aerodrome shall be determined and reported using guidelines prescribed by the Authority in the Manual of Aerodrome Standards.

## **7. Pre-flight altimeter check location.**

(1) One or more pre-flight altimeter check locations shall be established for the aerodrome.

(2) A pre-flight check location shall be located on an apron.

*Note 1 – Locating a pre-flight altimeter location on an apron enables an altimeter check to be made prior to obtaining taxi clearance and eliminates the need for stopping for that purpose after leaving the apron.*

*Note 2 – Normally an entire apron can serve as a satisfactory altimeter check location.*

(3) The elevation of a pre-flight altimeter check location shall be given as the average elevation, rounded to the nearest metre, of the area on which it is located. The elevation of any portion of a pre-flight altimeter check location shall be within 3m of the average elevation for that location.

## **8. Declared distances.**

The following distances shall be calculated to the nearest metre for a runway intended for use by international commercial air transport—

- (a) take-off run available;
- (b) take-off distance available;
- (c) accelerate-stop distance available; and
- (d) landing distance available.

## **9. Condition of the movement area and related facilities.**

(1) An operator shall provide information on the condition of the movement area and the operational status of related facilities in accordance with the requirements specified in the Manual of Aerodrome Standards including information of operational significance to the air traffic service units without delay.

(2) The condition of the movement area and the operational status of related facilities shall be monitored and reports on matters of operational significance or affecting aircraft performance given, particularly in respect of the following—

- (a) construction or maintenance work;
- (b) rough or broken surfaces on a runway, taxiway or an apron;
- (c) water on a runway, a taxiway or an apron;
- (d) other temporary hazards, including parked aircraft;
- (e) failure or irregular operation of part of all of the aerodrome visual aids; and
- (f) failure of the normal or secondary power supply.

(3) To facilitate compliance with rules (1) and (2), inspections of the movement area shall be carried out each day at least once where the aerodrome code number is 1 or 2 and at least twice where the aerodrome code number is 3 or 4.

(4) The presence of water on a runway including a description of the runway surface conditions and the water depth, where applicable, shall be reported using the following terms—

- (a) damp – the surface shows a change of colour due to moisture;
- (b) wet – the surface is soaked but there is no stagnant water;
- (c) water patches – significant patches of standing water are visible;
- (d) flooded – extensive standing water is visible.

*Note – Guidance on determining and expressing the minimum friction level of a runway is provided in the Manual of Aerodrome Standards.*

## **10. Disabled aircraft removal**

(1) The telephone and fax number(s) of the officer of the aerodrome responsible for the coordination of operations for the removal of an aircraft disabled on or adjacent to the movement area shall be made available to aircraft operators.

(2) The operator shall provide information concerning the capability to remove an aircraft disabled on or adjacent to the movement area.

*Note – The capability to remove a disabled aircraft may be expressed in terms of the largest type of aircraft which the aerodrome is equipped to remove.*

## **11. Rescue and fire fighting.**

(1) Information concerning the level of protection provided for aircraft rescue and fire fighting purposes shall be made available.

(2) The level of protection normally available at the aerodrome shall be expressed in terms of the category of the rescue and fire fighting services and in accordance with the types and amounts of extinguishing agents normally available at the aerodrome.

(3) An operator shall notified to the air traffic services unit and the Aeronautical Information Services significant changes in the level of protection normally available at an aerodrome for rescue and fire fighting to enable those units to provide the necessary information to arriving and departing aircraft and shall advise those units when such a change has been corrected.

*Note – A significant change in the level of protection is considered to be a change in the category of the rescue and fire fighting service from the category normally available at the aerodrome, resulting from a change in availability of extinguishing agents, equipment to deliver the agents or personnel to operate the equipment, etc. A report of a significant change should include the new category of the rescue and fire fighting service available at the aerodrome.*

## **12. Visual approach slope indicator systems.**

An operator shall provide information concerning the status of the visual approach slope indicator system installed at the aerodrome including—

- (a) associated runway designation number;
- (b) type of system for an AT-VASIS, PAPI or APAPI installation, the side of the runway on which the lights are installed, i.e. left or right, shall be given;

- (c) where the axis of the system is not parallel to the runway centre line, the angle of displacement and the direction of displacement, i.e. left or right shall be indicated;
- (d) nominal approach slope angle(s). (For a T-VASIS or an ATVASIS this shall be angle  $\alpha$  and for a PAPI and an APAPI this shall be angle  $(B+C)/2$  and  $(A+B)/2$ , respectively); and
- (e) minimum edge height(s) over the threshold of the on-slope signal(s). For a T-VASIS or an AT-VASIS this shall be the lowest height at which only the wing bar(s) are visible; however, the additional heights at which the wing bar(s) plus one, two or three fly down light units come into view may also be reported if such information would be of benefit of aircraft using the approach. For a PAPI, this shall be the setting angle of the third unit from the runway minus  $2'$ , i.e. angle B minus  $2'$ , and for an APAPI this shall be the setting angle of the unit farther from the runway minus  $2'$ , i.e. angle A minus  $2'$ .

### **13. Coordination between the operator and the Aeronautical Information Services.**

(1) To ensure that the Aeronautical Information Services obtain information to enable them to provide up-to-date pre-flight information and to meet the need for in-flight information, the operator shall establish arrangements with the Aeronautical Information Services to report, with a minimum of delay—

- (a) information on aerodrome conditions;
- (b) the operational status of associated facilities, services and navigation aids within their area of responsibility;
- (c) any other information considered to be of operational significance.

(2) Before introducing changes to the air navigation system, due account shall be taken by the operator of the time needed by the Aeronautical Information Services for the preparation, production and issue of relevant material for promulgation. To ensure timely provision of information to the Aeronautical Information Services, close coordination between those services concerned is therefore required.



**STATUTORY INSTRUMENTS SUPPLEMENT**

*to The Uganda Gazette No. 57 Volume C dated 19th October, 2007*

Printed by UPPC, Entebbe, by Order of the Government.

---

---

**S T A T U T O R Y   I N S T R U M E N T S**

**2007 No. 51.**

**THE LOCAL COUNCIL COURTS REGULATIONS, 2007**

—————

**ARRANGEMENT OF REGULATIONS**

**PART I—PRELIMINARY**

*Regulation*

1. Title
2. Objectives of Regulations
3. Interpretation

**PART II—MANAGEMENT AND OPERATION OF  
LOCAL COUNCIL COURTS**

4. Composition of village local council court
5. Composition of parish local council court
6. Composition of subcounty local council court
7. Composition of town local council court
8. Composition of division local council court
9. Term of office of members of court
10. Qualification of members of town, division and subcounty court
11. Oath of members of court
12. Allowances of members of court and secretary
13. Chairperson and secretary of village court
14. Chairperson and secretary of town, division and subcounty court
15. Role of chairperson
16. Role of secretary
17. Time and place of sitting of court

## *Regulation*

18. Chairperson to preside over court
19. Quorum of court
20. Disqualification of member of court
21. Manner of making decisions by court
22. Language of court
23. Legal representation
24. Technical rules of evidence or procedure

### PART III—JURISDICTION

25. Territorial or geographical jurisdiction of courts
26. Legal jurisdiction
27. Jurisdiction of village local council court in criminal cases involving children
28. Objection to jurisdiction of court by defendant

### PART IV—INSTITUTION OF CIVIL SUITS, MODE OF SERVICE OF DOCUMENTS, ETC

29. Institution of suits
30. Claim by a child or person of unsound mind
31. Contents of statement of claim or complaint
32. Where to institute suits
33. Duties of secretary on receipt of claim or complaint
34. Rejection of claim or complaint
35. Service of claim or complaint on defendant
36. Mode of service
37. Proof of service
38. Statement of defence
39. Witness summons
40. Notice of hearing

### PART V—PROCEDURE FOR HEARING CIVIL SUITS

41. Trial procedure for civil suits
42. Procedure on non-appearance of claimant or complainant
43. Procedure on non-appearance of defendant
44. Procedure on non-appearance of both parties
45. Reinstatement of suit
46. Setting aside judgment given in absence of party

## *Regulation*

### PART VI—INSTITUTION AND PROCEDURE FOR HEARING INFRINGEMENT OF BYE LAWS OR ORDINANCES

47. Institution of proceedings for breach of a byelaw or ordinance
48. Charge sheet
49. Procedure at hearing of breach of a byelaw or ordinance

### PART VII—PROCEEDINGS IN CASES INVOLVING CHILDREN

50. Procedure in a case involving a child

### PART VIII—JUDGMENT OR DECISION OF COURT

51. Notice of date and time of judgment or decision
52. Judgment or decision of court
53. Delivery of judgment or decision
54. Contents of judgment or decision
55. General powers of court

### PART IX—ENFORCEMENT OF JUDGMENT OR DECISION OF COURT

56. Procedure for compensation
57. Procedure for restitution
58. Procedure for attachment and sale
59. Procedure for community service

### PART X—APPEALS

60. Right of appeal
61. Lodging of appeals
62. Service of notice of appeal on persons affected
63. Procedure on appeal
64. Powers of appellate court

### PART XI—MISCELLANEOUS

65. Fees
66. Costs
67. Records
68. Extension of time limited by these Regulations
69. Court may seek legal advice
70. Application of Civil Procedure Rules and Criminal Procedure Code Act.
71. Revocation of S.I 8-1

## **SCHEDULES**

First schedule	Judicial oath
Second schedule	Allowances of members of court and secretary
Third schedule	Fees
Fourth schedule	Forms
	Form A - Summons and hearing notice
	Form B - Witness summons
	Form C - Charge sheet
	Form D - Warrant of attachment and sale of property
	Form E - Memorandum of appeal
	Form F - Notice of memorandum of appeal
	Form G -Witness oath
	Form H -Interpreter's oath

# STATUTORY INSTRUMENTS

2007 No. 51.

## **The Local Council Courts Regulations, 2007**

*(Under section 45 of the Local Council Courts Act, 2006, Act No.13 of 2006)*

IN EXERCISE of the powers conferred on the Minister by section 45 of the Local Council Courts Act; and in consultation with the Minister responsible for justice, these Regulations are made this 11th day of September, 2007.

### PART I—PRELIMINARY

#### **1. Title.**

These Regulations may be cited as the Local Council Courts Regulations, 2007.

#### **2. Objectives of Regulations.**

The objectives of these Regulations are to facilitate the better carrying into effect of the provisions of the Local Council Courts Act, 2006 and in particular—

- (a) to spell out clearly the operation and procedure of the Local Council Courts;
- (b) to provide for fees to be paid by users of the local council courts;
- (c) to provide for the oath to be taken by members of the court;
- (d) to provide for costs to be awarded by the courts; and
- (e) to provide for other matters such as record keeping, service of documents and other matters intended for the smooth running of local council courts.

#### **3. Interpretation.**

In these Regulations, unless the context otherwise requires—

“Act” means the Local Council Courts Act, 2006;

“appellate court” means a court hearing an appeal from a lower court;

“byelaw” means a law passed by—

(a) a village council;

(b) a subcounty council;

(c) a division council;

(d) a town council; or

(e) a municipal council;

“chairperson” means a chairperson of a court;

“child” means a person below the age of 18 years;

“claimant” means a person who files a claim against a defendant in a court;

“community service” means a non custodial punishment by which, after conviction, the court, with the consent of the offender makes an order for the offender to serve the community rather than undergo imprisonment;

“community service order” means an order by a court requiring an offender to perform work within the community;

“complainant” means a person who files a complaint against a defendant in a court;

“Council” means a village, parish, sub county, division or town council;

“court” means—

(a) the village local council court;

(b) the parish local council court;

(c) the subcounty local council court;

(d) the division local council court; or

(e) the town local council court;

“currency point” is equivalent to twenty thousand shillings;

“defendant” means a person against whom a claim or complaint is filed;

“ordinance” means a law passed by a district council;

“party” or ‘parties’ means either the claimant, complainant or defendant;

“*prima facie* case” means a situation where there is a high likelihood that an accused person has a case to answer;

“judgement debtor” means any person against whom a decree has been passed or an order of execution has been made;

“suit” or “case” includes a claim or a complaint.

## PART II—MANAGEMENT AND OPERATION OF LOCAL COUNCIL COURTS.

### **4. Composition of village local council court.**

A village local council court shall consist of all members of the executive committee of a village.

### **5. Composition of parish local council court.**

A parish local council court shall consist of all members of the executive committee of a parish.

### **6. Composition of subcounty local council court.**

(1) A subcounty local council court shall consist of five members appointed by the subcounty council on the recommendation of the executive committee of the subcounty council.

(2) At least two members of the subcounty court shall be women.

**7. Composition of town local council court.**

(1) A town local council court shall consist of five members appointed by the town council on the recommendation of the executive committee of the town council.

(2) At least two members of the town council court shall be women.

**8. Composition of division local council court.**

A division local council court shall consist of five members appointed by the division council on the recommendation of the executive committee of the division council.

**9. Term of office of members of court.**

Members of a court shall hold office for the duration of the term of a council and are eligible for re-appointment.

**10. Qualification of members of town, division or subcounty court.**

For a person to be appointed a member of a town, division, or subcounty local council court, that person shall—

- (a) be a resident of the area of jurisdiction of the council for which the court is appointed;
- (b) be a person of high moral character and proven integrity;
- (c) be knowledgeable in the common local language of the community in question and in English;
- (d) not be a member of a local council, a member of Parliament or a member of a statutory body;
- (e) not be a member of another local council court.

**11. Oath of members of court.**

(1) A member of a court shall, before assuming his or her duties as a member of the court, take and subscribe the judicial oath specified in the First Schedule to these Regulations.

(2) The oath shall be administered by a magistrate in the area in which the court is situated.



**12. Allowances of members of court and secretary.**

(1) Members of a court shall be paid allowances as specified in the Second Schedule to these Regulations.

(2) The allowances shall only be paid to members of a court attending the court sitting.

**13. Chairperson and secretary of village court.**

(1) The chairperson of the village local council shall be the chairperson of the village local council court.

(2) The vice chairperson of the village local council shall be the vice chairperson of the village local council court.

(3) Whenever the chairperson is for any reason, unable to perform the functions of the chairperson of a village local council court, the vice-chairperson shall perform those functions until the chairperson is able to perform those functions.

(4) Where the chairperson dies, resigns or is removed from office, the vice-chairperson shall assume the office of the chairperson until a new chairperson is elected and assumes office under the Act.

(5) The secretary of the village local council court shall be co-opted by the members of the village court from outside the membership of the court.

(6) The secretary of the village local council court shall not participate in taking decisions of the court.

**14. Chairperson and secretary of town, division and subcounty local council court.**

(1) A town, division and subcounty local council court shall elect a chairperson and vice chairperson from among themselves.

(2) The vice chairperson shall be a woman if the chairperson is a man and vice versa if the chairperson is a woman.

(3) Whenever the chairperson is for any reason, unable to perform the functions of the chairperson, the vice-chairperson shall perform those functions until the chairperson is able to perform those functions.

(4) Where the chairperson dies, resigns or is removed from office under the Act, the vice-chairperson shall assume the office of the chairperson until a new chairperson is elected and assumes office under the Act.

(5) The Secretary to the local council court at the town council, division council or subcounty council shall be the town clerk or subcounty chief or an officer designated to be secretary by the town clerk or subcounty chief.

## **15. Role of chairperson.**

(1) The chairperson of a court shall—

- (a) receive claims or complaints brought before a court;
- (b) forward the claims or complaints received by him or her to the secretary of the court for recording;
- (c) in consultation with other members of the court and the secretary, fix dates for hearing of a case; and
- (d) preside at the sittings of the court.

(2) In the absence of the chairperson, the vice chairperson shall perform the functions of the chairperson and in the absence of both of them, any member of the court elected by the remaining members may perform the functions of the chairperson.

## **16. Role of secretary.**

(1) The secretary shall—

- (a) record proceedings of the court;
- (b) keep all records of court;
- (c) keep proper books in respect of receipts and expenditure of the funds of the court;

(d) in consultation with the chairperson, arrange dates for sitting of court;

(e) prepare court summons and notices; and

(f) carry out any other duties in respect to the running of a court as may be assigned to him or her by the chairperson.

(2) The secretary shall not take part in the decision making of a court.

### **17. Time and place of sitting of court.**

(1) The time and place of the sitting of a court shall be designated by the chairperson; except that the time shall be between 8.00 a.m and 6.00 p.m.

(2) A court shall sit as often as the business of the court requires for the speedy discharge of cases.

### **18. Chairperson to preside over court.**

(1) The chairperson of the court shall preside at the sittings of the court and in the absence of the chairperson, the vice chairperson shall preside.

(2) In the absence of both the chairperson and the vice chairperson, the members present shall elect one from among their number to be chairperson of the court for purposes of handling a case, after which, his or her mandate shall expire.

### **19. Quorum of court.**

(1) The quorum of the court at any sitting shall be—

(a) in the case of a village or parish court, five members including the person presiding, two of whom shall be women; and

(b) in the case of a town, division or subcounty court, three members including the person presiding, one of whom shall be a woman.

(2) The quorum shall be maintained throughout the sitting of the court and if the quorum falls in the course of the sitting, the chairperson or other person presiding shall adjourn the case to another date.

(3) Where a quorum is not realised, or if a member of the court is disqualified from sitting as a result of circumstances specified in Regulation 20, the chairperson shall mobilise the other members of the court not present until a quorum is realised; but if it is not possible to get the members, other persons may be co-opted in accordance with subregulation 4

(4) The court shall only co-opt a person in exceptional circumstances, such as if the member required to constitute quorum is sick or is absent for an extended period or any other reasonable cause.

(5) A person who is co-opted by a court shall cease to sit as a member of the court after the case for which he or she was co-opted is finalised.

(6) The following persons do not qualify for co-option—

(a) persons of unsound mind;

(b) children;

(c) a non resident within the area of the jurisdiction of the court;

(d) a person who is related either by blood or marriage to one of the parties;

(e) any person whom the court deems unfit to perform the functions of the court.

## **20. Disqualification of member of court.**

(1) Where a member of the court has an interest in the matter before court, the member shall disclose the interest and disqualify himself or herself from the proceedings.

(2) Where a party to the proceedings objects to a member hearing the case on the ground of bias or partiality and the court finds reasonable grounds for the objection, the member affected shall be disqualified from the proceedings; but where the objection is rejected, the court shall record the objection and the reasons for refusal and proceed with hearing the case.

## **21. Manner of making decisions by court.**

(1) Every decision to be taken by a court shall as much as possible be by consensus of all the members sitting; but where consensus is not reached or where disagreements arise which cannot be resolved, the decision shall be taken by a majority of votes of members sitting by show of hands.

(2) Where a decision is taken by a majority of votes and the votes are equal, the chairperson shall have a deciding vote.

## **22. Language of the court.**

(1) The proceedings of a court and the record of those proceedings shall be in the language widely spoken in the area of the court's jurisdiction.

(2) Where the proceedings are recorded in a local language, they shall be translated into English and both the vernacular copy and the translated copy shall be filed by the secretary.

(3) Where any of the parties does not understand the language being used, the court shall provide an interpreter.

(4) Notwithstanding subregulation (1), the record of proceedings in a town, division or subcounty court shall be in English.

## **23. Legal representation.**

A party to proceedings in a court shall not be represented by an advocate except—

(a) where the proceedings before the court are in respect of infringement of a bye law; or

(b) where one of the parties to a case is a child.

## **24. Technical rules of evidence or procedure.**

A local council court shall hear every case before it expeditiously and without undue regard to technical rules of evidence or procedure.

### **PART III—JURISDICTION**

## **25. Territorial or geographical jurisdiction of courts.**

The jurisdiction of a court shall extend only to causes and matters arising within the territorial area of the council for which the court is established and to causes and matters arising elsewhere if the defendant or accused is ordinarily resident within that area.

## **26. Legal jurisdiction.**

(1) Every court shall have jurisdiction for the trial and determination of the following cases or matters—

- (a) debts;
- (b) contracts;
- (c) assaults or assault and battery;
- (d) conversion;
- (e) damage to property;
- (f) trespass;
- (g) civil disputes governed by customary law—
  - (i) disputes in respect of land held under customary tenure;
  - (ii) disputes concerning marriage, marital status, separation, divorce or the parentage of children;
  - (iii) disputes relating to the identity of a customary heir;
  - (iv) customary bailment;
  - (v) causes and matters arising out of infringement of byelaws or ordinances; and
  - (vi) matters specified under the Children Act.

(2) A court shall only handle claims and complaints in subregulations (1)(a) to (e) if the value of the claim or complaint does not exceed 100 currency points.

(3) For any matter specified in subregulation (1)(g) to (i) the court shall handle the matter without being restricted by the monetary value of the subject matter in dispute.

## **27. Jurisdiction of village local council court in criminal cases involving children.**

(1) In accordance with section 92(2) of the Children Act, a village local council court shall have jurisdiction to try a child for any of the following offences—

- (a) affray, under section 79 of the Penal Code Act;
- (b) an offence against section 167 with the exception of paragraph (b) of the Penal Code Act;
- (c) common assault, under section 235 of the Penal Code Act;
- (d) actual bodily harm under section 236 of the Penal Code Act;
- (e) theft, under section 254 of the Penal Code Act;
- (f) criminal trespass, under section 302 of the Penal Code Act; and
- (g) malicious damage to property, under section 335 of the Penal Code Act.

(2) The village local council court shall be the court of first instance in respect of the criminal offences specified in subregulation (1) involving children.

(3) A village local council court may, notwithstanding any penalty prescribed by the Penal Code Act in respect of the offences stated in subregulation (1), make an order for any of the following reliefs in respect of a child against whom the offence is proved—

- (a) reconciliation;
- (b) compensation;
- (c) restitution;
- (d) community service;
- (e) apology; or
- (f) caution.

(4) In addition to the reliefs under subregulation (3), the court may make a guidance order under which the child shall be required to submit himself or herself to the guidance, supervision, advice and assistance of a person designated by the court.

## **28. Objection to jurisdiction of court by defendant.**

Where a defendant objects to the jurisdiction of a court, the case shall, if the objection is upheld, be referred to a court having jurisdiction to hear and determine the case; and if the objection is rejected, the court shall record the objection and its reasons for rejecting it, and proceed with the hearing of the case.

### **PART IV—INSTITUTION OF CIVIL SUITS, MODE OF SERVICE OF DOCUMENTS, ETC.**

## **29. Institution of suits.**

(1) A person may institute a suit against a defendant by filing a statement of claim or complaint, either orally or in writing, to the chairperson of the village local council court.

(2) Every claim or complaint shall be made orally or in writing, signed by the claimant or complainant, but if it is made orally, it shall be reduced into writing by the chairperson or secretary or a person appointed by the court for that purpose.

(3) Where an oral claim is reduced in writing, it shall be read back to the claimant or complainant and shall be signed or a thumbprint endorsed by the claimant or complainant and countersigned by the chairperson.



### **30. Claim by child or person of unsound mind.**

Every suit by a child or a person of unsound mind or any person suffering from any disability shall be instituted in the name of the child or the person with disability by the next of kin or next friend.

### **31. Contents of statement of claim or complaint.**

(1) A statement of claim or complaint shall contain the following information—

- (a) full names, age, sex and physical location of the claimant or complainant;
- (b) if the claimant is an organisation or institution, the name of an officer authorised to claim on behalf of the organisation or institution;
- (c) the facts constituting the claim or complaint and the remedy being sought;
- (d) monetary value of the claim;
- (e) names and addresses of possible witnesses; and
- (f) any other information relevant to the claim or complaint.

(2) The court may, before considering the claim or complaint, require the claimant to give further information and documents relating to the claim or complaint, as the court may consider necessary.

(3) A claim or complaint made under these Regulations shall, unless the fee is waived, be accompanied by the fee set out in the Third Schedule to these Regulations.

### **32. Where to institute suits.**

(1) Every suit shall be instituted in the first instance in a village local council court, within the area of whose jurisdiction—

- (a) the defendant actually resides at the time of the commencement of the suit;
- (b) where the cause of action in whole or in part arises; or
- (c) in the case of a dispute over immovable property, where the property is situated.

### **33. Duties of secretary on receipt of a claim or complaint.**

On receipt of a claim or complaint under Regulation 29, the secretary shall—

- (a) make enough copies of the claim or complaint for use by the court, for the parties; and
- (b) date, stamp and sign each copy.

### **34. Rejection of claim or complaint.**

A court may refuse to file or handle a claim or complaint if—

- (a) the claim or complaint is frivolous, vexatious or unwarranted;
- (b) the court has no jurisdiction; or
- (c) the same claim or complaint is pending before another court.

### **35. Service of claim or complaint on defendant.**

(1) After filing a suit, the chairperson or vice chairperson shall cause a notice of the claim or complaint to be served on the defendant.

(2) The chairperson shall cause summons to be served on the claimant or complainant and the defendant requiring them to attend the court at the time and place specified in the summons for the hearing of the case, and the summons and hearing notice shall be as set out in Form A in the Fourth Schedule to these Regulations.

(3) The chairperson may cause the claimant or defendant to be summoned orally by informing him or her that he or she is summoned, but the person who orally informs the claimant or defendant shall be accompanied by a witness for that purpose.

### **36. Mode of service.**

(1) Service of summons, notice or any other document required to be served under these Regulations shall be made by delivering to the person named in the document a duplicate of a signed and stamped copy of the document.

(2) Where there is more than one defendant, service shall be made on each defendant.

(3) Where it is not practicable to effect personal service of the summons or notice in the manner provided under this regulation, service of the summons or notice may be made on the claimant, complainant or defendant, with permission of court—

- (a) by leaving the duplicate for him or her with an adult member of the claimant or complainant or defendant's family or with any other adult person ordinarily residing with the claimant, complainant or defendant;
- (b) by affixing the duplicate to some conspicuous part of the house or homestead in which the person summoned ordinarily resides and thereupon, the summons or notice shall be deemed to have been duly served.

### **37. Proof of service.**

(1) A person served with a notice, summons or other document shall acknowledge receipt by signing on the copy of the notice, summons or other document.

(2) Where a person served cannot read or write, he or she shall acknowledge receipt by affixing a thumb mark on the document.

(3) The server shall return the original to the court stating how he or she affixed the copy, the circumstances under which it was done, and the name and address of the person, if any, who witnessed the affixing.

### **38. Statement of defence.**

(1) A defendant may make an oral or written statement either admitting or denying the complaint or claim, within five days from the date of being served with the summons.

(2) Where a defendant makes an oral statement of defence, the secretary shall reduce it into writing.

(3) The court may accept late filing of a written statement of defence if the defendant shows that there were reasonable grounds for the delay.

(4) The statement of defence shall be served on the claimant or complainant within five days after filing it.

### **39. Witness summons.**

(1) Prior to the date fixed for hearing of a case, summons, shall be served on any person required as a witness at the time and place specified in the summons.

(2) A witness summons shall, if practicable be served personally on the person summoned by delivering or tendering to him or her a duplicate of the summons and at the same time producing, if so required, the original.

(3) The witness summons shall be as set out in Form B in the Fourth Schedule to these Regulations.

(4) The chairperson may cause a witness to be summoned orally by informing the witness that he or she is summoned, but the person who orally summons the witness shall be accompanied by a person to witness the oral summons.

(5) A person upon whom a witness summons is served shall sign or put his or her mark as acknowledgement of receipt of the summons on the back of the original copy; and if he or she refuses to do so, the person who has effected service of the summons shall record the refusal in writing.

(6) Where, without sufficient excuse, a witness does not appear in obedience to the summons, the court, on proof of the proper service of the summons in a reasonable time before the hearing date, may issue a warrant ordering a police officer to bring him or her before the court at a time and place specified in the summons in order to give evidence and after that the witness shall, be discharged.

(7) A witness, prior to giving evidence in court, shall take and subscribe a witness oath specified in Form G of the Fourth schedule to these Regulations.

#### **40. Notice of hearing.**

(1) Upon receipt of both the claim or complaint and a written statement of defence, the court shall fix a hearing date and notify the parties.

(2) The notice of hearing shall be as set out in Form A in the Fourth Schedule to these Regulations.

### **PART V—PROCEDURE FOR HEARING CIVIL SUITS.**

#### **41. Trial procedure for civil suits.**

(1) A court shall adopt the following procedure when hearing civil suits—

- (a) conduct the hearing in public, except in cases involving children, with due regard to order and fairness to all parties, and shall make clear to all parties or representatives of parties that the court will concentrate on the substance of the claim or complaint before it and administer substantive justice without undue regard to technicalities;
- (b) exclude any member of the court who has any interest in the proceedings which interest the member shall be under a duty to declare, or on receiving an objection from any of the parties and the court finds reasonable grounds for the objection;
- (c) before the hearing, decide what language may be used except that in a town, division and subcounty court, the language shall be English;
- (d) provide for interpretation of the proceedings where one of the parties does not understand the language of the court and the interpreter shall take and subscribe an interpreter's oath specified in Form H of the Fourth Schedule to these Regulations;

- (e) before the hearing, determine and announce the hours of the day when the hearing will take place except that in all cases the hearing shall be between 8:00 a.m and 6:00 p.m.
  - (f) permit an applicant or his or her representative and any other persons wishing to make representations to the court to appear in person or by a representative including children, persons with disabilities and sick persons;
  - (g) allow the complainant or claimant to state his or her case first and then be questioned on any aspect of it to give further information, followed by the evidence of his or her witnesses;
  - (h) inform the complainant or claimant that she or he has the task of proving his or her case;
  - (i) allow the defendant to state his or her defence in the matter and then be questioned on any aspect of it to give further information, followed by the evidence of his or her witnesses;
  - (j) grant more time to the parties, or to any of them and may from time to time adjourn the hearing of the proceedings;
  - (k) visit the place where the suit arose and where necessary make notes;
  - (l) during the hearing, take down in writing the evidence of the parties and each of their witnesses; which shall be done by the secretary and signed by the chairperson;
  - (m) try to reach a consensus on all decisions and where that is not possible, then a majority decision may be reached, except that where there is an equality of votes on any matter, the chairperson shall have a casting vote; and
  - (n) once the proceedings have started, the case shall be heard expeditiously.
- (2) Notwithstanding the procedure under subregulation (1), the

court shall, in conducting the hearing, be as informal as possible and offer guidance to the parties.

**42. Procedure on non-appearance of the claimant or complainant.**

If, on the day fixed for the hearing of a claim or complaint, the defendant appears and the claimant or complainant does not appear, the court shall, if satisfied that the summons or hearing notice has been duly served upon the claimant or complainant, ask the defendant whether he or she admits the claim or complaint and where—

- (a) the defendant admits the claim or any part of the claim, the court may give judgment against him or her for the claim or such part of the claim as he or she admits; or
- (b) the defendant does not admit the claim or complaint, the court may dismiss the claim or complaint.

**43. Procedure on non-appearance of defendant.**

Where, on the date fixed for hearing, the claimant or complainant appears, but the defendant does not appear, the court may, if satisfied that the summons or hearing notice notifying the defendant of the time and the place for the hearing has been duly served upon him or her, proceed to hear the evidence of the claimant or complainant and his or her witnesses if any, and if satisfied that the claimant or complainant has established his or her claim in whole or in part, shall give judgment for the claimant or complainant accordingly.

**44. Procedure on non-appearance of both parties.**

Where, on the date fixed for hearing neither party appears, the court may dismiss the claim or complaint.

**45. Reinstatement of suit.**

Where a claim or complaint is dismissed, the court may reinstate the claim or complaint if the claimant or complainant shows sufficient cause for his or her non-appearance.

**46. Setting aside judgment given in absence of party.**

- (1) A party against whom judgment has been given under

regulation 42 or 43 may request a court, either orally or in writing, to set aside the judgment given in the absence of the party making the request.

(2) The court shall set aside the judgment if it is satisfied that the party has given sufficient cause for his or her non-appearance.

PART VI—INSTITUTION OF SUITS AND PROCEDURE FOR HEARING  
INFRINGEMENT OF BYELAWS OR ORDINANCES

**47. Institution of proceedings for breach of a byelaw or ordinance.**

(1) A person who has reasonable and probable cause to believe that an offence has been committed by any person through a breach of a byelaw or ordinance, may make a complaint to a court.

(2) The complaint shall be made orally or in writing; but if made orally, the complaint shall be reduced into writing by the chairperson or the secretary of the court or a person appointed by the chairperson and then signed by the complainant.

(3) The validity of any proceedings instituted under subregulation (1) shall not be affected by any defect in the charge or complaint.

**48. Charge sheet**

(1) A chairperson of the court, upon receiving the complaint and on being satisfied that a prima facie case has been established, shall draw up or cause to be drawn up a charge sheet containing particulars of the person who is accused and the date, place and nature of the alleged offence and the place where the trial is to be held.

(2) The charge sheet shall be as set out in Form C of the Fourth Schedule to these Regulations.

(3) The charge sheet shall be read to the complainant and dated and signed by the complainant and countersigned by the chairperson or secretary, as the case may be.

(4) Where a charge sheet has been drawn, the chairperson shall issue summons to compel the attendance of the accused person before



the court on the date specified in the summons and shall convene the court for the purpose of the hearing.

**49. Procedure at hearing for breach of a byelaw or ordinance.**

(1) A court shall adopt the following procedure when hearing a case for breach of a byelaw or ordinance—

- (a) the chairperson shall read the charge sheet to the accused person and the accused shall then be asked to plead to the charge by admitting or denying the charge;
- (b) based on how the accused pleads, a plea of guilty or not guilty shall be recorded in the words used by the accused;
- (c) where the accused admits that he or she committed a breach of a byelaw or ordinance, the court may either caution him or her or impose a fine or any other punishment permitted under the byelaw or ordinance that is breached;
- (d) where the accused person denies the charge, the following procedure shall be followed—
  - (i) a person appointed by a court such as a chief or a person who made the complaint shall be asked by the court to call witnesses to give evidence about the alleged breach;
  - (ii) after the witnesses for the complainant have testified, the court shall ask the accused to defend himself or herself against the charge and to call witnesses, if any;
  - (iii) in addition to the witnesses of the complainant and accused, the court may, if it considers it necessary, on its own motion, call witnesses to prove the charge;
  - (iv) the evidence of the witnesses must be recorded;
  - (v) the court shall evaluate all the evidence and make a judgment or decision;
- (e) whether the accused admits or denies the charge, the judgment

or decision of the court shall be written, dated and signed by the chairperson and any of the members of the court present.

(2) Where an accused person wishes to have legal representation, the court shall allow the accused to do so at his or her expense.

## PART VII—PROCEEDINGS IN CASES INVOLVING CHILDREN

### **50. Procedure in a case involving a child.**

The trial procedure in proceedings involving a child shall be the same as that laid down in Parts V and VI of these Regulations; except that the court shall take into account the following factors specified in section 16 of the Children Act—

- (a) proceedings shall be held in camera (private);
- (b) proceedings shall be as informal as possible and by inquiry rather than by exposing a child to adversarial procedures;
- (c) parents or guardians of the child shall be present whenever possible;
- (d) a child shall have a right to be represented by a lawyer;
- (e) the court shall explain the right of appeal to the child.

## PART VIII—JUDGMENT OR DECISION OF COURT

### **51. Notice of date and time of judgment or decision.**

(1) After a court completes hearing the evidence of both parties, it shall give notice to both parties of the date and time at which the court shall give its judgment or decision.

(2) A judgment or decision of the court shall be given within five days from the date after completion of the hearing.

### **52. Judgment or decision of court.**

- (1) A judgment or decision of a court shall be made by the

chairperson and the members of the court who were present throughout the proceedings.

(2) A judgment or decision of a court shall be arrived at by consensus or where this is not possible, it shall be determined by the majority votes.

(3) A judgment or decision of a court shall be written by the chairperson or any other member under the direction of the chairperson.

(4) Where the parties reach an agreement that fully or partially disposes of the claim or complaint, the court shall record the agreement reached as a consent judgment, and the parties to the agreement shall sign it.

### **53. Delivery of judgment or decision.**

(1) For delivery of a judgment or decision—

- (a) the court shall summon all the parties to attend and shall convene at a place determined by the chairperson; and
- (b) where a party does not attend after he or she has been properly summoned, the court shall deliver its judgement or decision in the absence of that party.

(2) A judgement or decision of a court shall be delivered in the following manner—

- (a) a judgment or decision shall be read to the parties by the chairperson or any other person nominated by the chairperson;
- (b) the chairperson after delivering a judgment or decision shall sign and date the judgement or decision and it shall be counter signed by the secretary, and if possible, all the members of the court who were present throughout the proceedings; and
- (c) immediately after delivering the judgment or decision, the court shall inform the parties of their right to appeal.

#### **54. Contents of judgment or decision.**

(1) A judgment or decision of the court shall contain—

- (a) the name of the court;
- (b) the serial number of the case;
- (c) the names of the parties;
- (d) brief particulars of the claim or complaint;
- (e) a summary of the evidence of all the witnesses and the reasons for accepting or rejecting the evidence;
- (f) the judgement or decision and reasons for the judgement or decision;
- (g) the relief or remedy, if any, granted to the parties; and
- (h) an order as to costs.

#### **55. General powers of court.**

Without prejudice to any other powers, a local council court may make an order for any one or more of the following reliefs—

- (a) reconciliation;
- (b) declaration;
- (c) compensation;
- (d) restitution;
- (e) costs;
- (f) apology;
- (g) attachment and sale; and
- (h) in the case of infringement of a byelaw impose a fine, community service or any other penalty authorised by that byelaw or ordinance.

### **PART IX—ENFORCEMENT OF JUDGMENT OR DECISION OF COURT**

#### **56. Procedure for compensation.**

(1) Where a court awards compensation exceeding twenty-five currency points, the court shall refer the case to a Chief Magistrate for execution of the order and the Chief Magistrate may, if he or she finds

that the award is grossly excessive, reduce the amount of the award taking into account awards in similar cases.

(2) Where a court makes an order for compensation—

- (a) in a case of property, the defendant shall give as compensation, the equivalent of the property or a monetary equivalent of the value of the property;
- (b) the defendant shall pay or make such compensation, in the case of property, to the plaintiff within seven days after the date on which the judgment or decision is made;
- (c) in case of injury suffered, the defendant shall pay the amount of money as the court may consider appropriate; and
- (d) in the case of injury suffered, the defendant shall pay or make compensation to the plaintiff within seven days after the date on which the judgment or decision is made.

(3) Where the defendant fails without sufficient cause to obey the order made by the court within the specified time, the chairperson shall invite the defendant to give reasons for his or her failure to compensate the claimant or complainant failing which, the court may make an order for attachment and sale of the property of the defendant.

## **57. Procedure for restitution.**

(1) Where a court makes an order for restitution, the defendant shall return the property in question to the person entitled to it, within seven days after the date the order is made.

(2) A court may, upon request by a claimant or complainant, make any other order including attachment and sale of the property of the defendant.

## **58. Procedure for attachment and sale.**

(1) Where a court orders execution of its judgment or order, by

attachment and sale, the property belonging to the judgment debtor shall be liable to be attached and sold.

(2) Where the court is satisfied that an attachment was done in accordance with the warrant and that there is no objection to the attachment but that the debtor is unable to pay the decretal amount and the costs of execution so far incurred, the court shall endorse the return on the attachment and authorise the sale of the property attached.

(3) Court shall not make an order for the attachment of the immovable or real property of a judgement debtor, crops still in the field, the dismantling of his or her dwelling house or the removal of the judgment debtor from the land except with the written consent of a Chief Magistrate.

(4) Where court orders a sale of the property of a judgment debtor, it shall order the sale to be made by public auction, and public notice in such manner as the court may direct shall first be given, and the chairperson of the court shall guide the person conducting the sale on the value of the property being sold having regard to the prevailing prices of similar property.

(5) Where a court orders a sale, it shall give notice of the date and place where the sale of the property of the judgment debtor shall take place.

(6) A sale shall not be unlawful, illegal or invalid simply because the value at which the property is sold is less than its market value provided that the sale is able to meet the claim of the judgment creditor and other costs met that are incurred by the court as a result of the sale.

(7) Where the property is sold at a public auction, the judgment debtor automatically loses all rights direct and incidental to the property.

(8) Where these Regulations do not provide a sufficient guide on attachment and sale of property, the provisions of the Act on attachment and sale of property shall apply.

(9) A warrant of attachment and sale shall be as set out in Form D of the Fourth Schedule to these Regulations.

### **59. Procedure for community service**

(1) Where a court has made an order for community service, the court shall follow the guidelines to courts regarding community service specified in the Community Service Regulations, 2001.

(2) In applying the Community Service Regulations, the court shall specify in the community service order the nature of work to be performed by the offender and that work shall be reasonable and not beyond the capability, physical strength and actual ability of the offender.

## **PART X—APPEALS**

### **60. Right of appeal.**

(1) A party dissatisfied with the judgment or decision of a court may appeal against the judgment or decision but no appeal shall lie from a judgment or decision passed or made as a result of the consent of the parties.

(2) An appeal shall lie from—

- (a) a judgment or decision of a village local council court to a parish court;
- (b) a judgment or decision of a parish court to a town, division or subcounty court;
- (c) a judgement or decision of a town, division or subcounty court to a Chief Magistrate's court; and
- (d) the decrees and orders on appeal by the Chief Magistrate, with the leave of the Chief Magistrate or of the High court to the High court.

### **61. Lodging of appeals.**

(1) A party aggrieved by the decision of a court may appeal against that judgment or decision by giving notice to the chairperson or secretary of the court to which the appeal lies.

(2) A notice of appeal shall be lodged within fourteen days after the date of the decision on which an appeal is to be made.

(3) An appeal from a Chief Magistrate's court shall be lodged in the High court within fourteen days after the date on which leave to appeal is granted.

(4) An appeal shall be presented in a memorandum of appeal signed by the appellant, setting forth the grounds of appeal, and the memorandum of appeal shall be as set out in Form E in the Fourth Schedule to these Regulations.

(5) An appellant shall state in a notice of appeal whether he or she intends to appeal against—

(a) the whole judgment or decision;

(b) part of the judgment or decision, and if so specify the part;

(c) against conviction or sentence.

(6) In the case of an appeal by a child, the appeal shall be lodged by a next-friend or a guardian.

(7) An appellate court shall cause a notice of the memorandum of appeal to be served on the respondent in the manner set out in Form F in the Fourth Schedule to these Regulations.

## **62. Service of notice of appeal on persons affected.**

(1) An intended appellant shall, within seven days after lodging a notice of appeal, serve copies of the notice of appeal on all persons directly affected by the appeal.



(2) An intended respondent shall be presumed to be served with a copy of the notice of appeal when the copy is delivered at the home address of the intended respondent.

**63. Procedure on appeal.**

(1) An appellate court shall call for the record of proceedings of the case from the lower court which handled the case.

(2) An appellate court shall not hear an appeal afresh but shall evaluate the evidence on record and decide whether the trial court arrived at the correct decision or not.

(3) A party to an appeal may request the appellate court to call additional evidence.

(4) The court may, on its own without any request being made by any party to an appeal, call witnesses or additional evidence if it is of the opinion that it is in the interest of justice to do so.

(5) Notwithstanding subregulation (2), where an appellate court is satisfied that the trial in the lower court was badly handled, such that evidence on its record would not be of any advantage, the appellate court may, on its own motion or on application of a party to the appeal, hear the case afresh.

**64. Powers of appellate court.**

(1) After an appeal is heard, the appellate court may either allow or dismiss the appeal.

(2) An appeal may only be dismissed where the appellate court is of the view that the decision of the lower court was correct.

(3) Where the appellate court is of the view that the decision of the lower court was not correct, the court shall allow the appeal and may—

(a) reverse the judgment or decision of the lower court;

- (b) vary the judgment or decision or part of the judgment or decision;
- (c) increase or reduce the amount of compensation awarded or fine imposed by the lower court;
- (d) in case of community service, reduce or increase the hours or days, or change the nature of work to be performed by the offender;
- (e) substitute an order for—
  - (i) reconciliation;
  - (ii) declaration;
  - (iii) compensation;
  - (iv) restitution;
  - (v) costs;
  - (vi) apology;
  - (vii) attachment and sale; or
  - (viii) fine.

## PART XI—MISCELLANEOUS.

### **65. Fees.**

(1) A person instituting a case or filing an appeal under these Regulations shall pay to the court where the case is being instituted or where the appeal is being filed, the fee specified in the Third Schedule to these Regulations.

(2) A court may, under special circumstances, exempt a person from paying the fees if the court satisfies itself that the claimant or appellant has no means of raising the fees.

## **66. Costs.**

(1) A court may, after completion of a case and after making a decision, make an order that the party who lost the case pay costs to the party who won the case.

(2) An order for costs shall be made to offset the expenses of the successful party which, he or she incurred in prosecuting or defending the case and these may include—

(a) filing fees;

(b) transport costs.

(3) A court shall not award costs in excess of the expenses but shall only award costs so as to restore a successful party to the position in which he or she was before the suit.

(4) Before awarding costs, the court shall summon the parties and ask each of them to make a representation before the final amount is awarded.

## **67. Records.**

(1) Every court shall keep a separate record for criminal proceedings involving breach of byelaws or ordinances and a record for civil proceedings.

(2) A record shall include the following particulars and documents—

(a) the serial number of the case;

(b) the statement of claim or complaint;

(c) the date of witness summons;

(d) the date of hearing of the case;

(e) the names and addresses of the claimant and his or her

witnesses;

- (f) the names and addresses of the defendant and his or her witnesses;
- (f) a brief description of the case;
- (g) substance of the evidence given by the parties and their witnesses, a list of exhibits, if any and judgment of the court;
- (h) the documentary exhibits, if any;
- (i) the judgment or decision of the court and the date when judgment or decision was made;
- (j) the date of payment of the judgment debt, if any; and
- (k) particulars of execution of the judgment or decision.

#### **68. Extension of time limited by these Regulations.**

A court may, for good reason extend the time limited by these Regulations for the doing of any act required by these Regulations, whether before or after the expiration of the time.

#### **69. Court may seek legal advice.**

Where a court, during trial of a case, finds it necessary to seek legal advice or interpretation on any issue, the court may adjourn the case to another date and seek legal advice from a magistrate or a state attorney resident in the area.

#### **70. Application of Civil Procedure Rules and Criminal Procedure Code Act.**

(1) Where these Regulations are silent on any procedural matter regarding a civil suit, the Civil Procedure Rules shall apply.

(2) Where these Regulations are silent on any procedural matter regarding a criminal case, the Criminal Procedure Code Act shall apply.

#### **71. Revocation of S.I 8 - 1.**

The Executive Committees (Judicial Powers) (Court Fees) Regulations are revoked.

**SCHEDULES**

**FIRST SCHEDULE**

*Regulation 11(1)*

**JUDICIAL OATH**

I,.....swear in the name of the almighty God/solemnly affirm that I will well and truly exercise the judicial functions entrusted to me and will do right to all manner of people in accordance with the Constitution of the Republic of Uganda as by law and usage of the Republic of Uganda without fear or favour, affection or ill-will. (So help me God).

SIGN.....

## SECOND SCHEDULE

*Regulation 12(1)*

### **ALLOWANCES**

Allowances for members and secretary of Local Council Court of a town, division or subcounty shall be 10,000 shs per sitting.

Item	Matter	Shillings
1.	For any amount claimed for any debt or breach of contract that is between 0-20,000/=	500/=
2.	For any amount claimed for any debt or breach of contract that is more than 20,000/= but less than 100,000/=	1,500/=
3.	For any amount claimed for any debt or breach of contract that is more than 100,000/= but less than 500,000/=	2,500/=
4.	For any amount claimed for any debt or breach of contract that is more than 500,000/= but less than 1,000,000/=	3,000/=
5.	For any amount claimed for any debt or breach of contact exceeding 1,000,000/= but not more than 2,000,000/=	4,000/=
6.	For any claim relating to assaults or assault and battery, conversion, damage to property and trespass.	1,500/=
7.	For any claim relating to damage to crops	500/=
8.	For any claim relating to trespass by animals	1,000/=
9.	In case of disputes relating to land under customary tenure.	1,500/=
10.	For disputes concerning marriage, marital status, separation, divorce or the parentage of children.	1,500/=
11.	In case of disputes relating to identity of a customary heir.	1,500/=
<b>Appeals</b>		
1.	In case of an appeal in respect of any matter from the village local council court to a parish local council court.	2,000/=
2.	For an appeal from a parish local council court to a town. division, subcounty local council court.	2,500/=
3.	In case of an appeal from the town, division or subcounty local council court to the Chief Magistrate.	3,000/=
4.	For certified copies of every page of the documents of the proceedings.	200/=

THIRD SCHEDULE

*Regulations 31(3) and 65(1)*

**FEES**

FOURTH SCHEDULE

*Regulations 35(2) and 40(2)*

**FORM A**

**SUMMONS AND HEARING NOTICE**

In the .....court .....

Case No..... of 20.....

.....**Claimant or Complainant**

*Versus*

.....**Defendant**

To:

.....  
.....  
.....

Whereas the above named complainant/claimant has instituted a suit against you

.....  
.....  
.....

You are hereby required to appear in this court on the .....  
day of ..... 20..... at ..... am/p.m. and to bring  
your witnesses with you.

If no appearance is made by you or a person authorised by law to act for you,  
the case may be heard and decided in your absence.



Dated this .....day of ..... 20.....

.....

*Chairperson*

**FORM B**

*Regulation 39(3)*

**WITNESS SUMMONS**

In the .....court .....

Case No..... of 20.....

.....**Claimant or Complainant**

*Versus*

.....**Defendant**

To:

.....  
.....  
.....

Your attendance is required as a witness on behalf of the ..... in the above case. You are hereby required to appear before this Court on the.....day of .....20.....at.....am/pm and to bring with you all the documents , if any, relating to the matter.

.....  
.....  
.....  
.....

Dated this .....day of ..... 20.....

.....  
*Chairperson*

FORM C

*Regulation 48(2)*

**CHARGE SHEET**

In the .....court .....

Criminal Case No. ....of 20.....

Uganda.....Prosecutor  
*Versus*

.....Accused

**STATEMENT OF OFFENCE**

.....  
.....  
.....  
.....

**PARTICULARS OF OFFENCE**

.....  
.....  
.....  
.....

SIGN.....*Accused person*

SIGN.....*Chairperson*

FORM D

*Regulation 58(7)*

**WARRANT OF ATTACHMENT AND SALE OF PROPERTY**

In the .....court .....

Case No..... of 20.....

.....**Claimant or Complainant**

*Versus*

.....**Defendant**

To:

.....  
.....

Whereas.....was ordered by a judgment of this court passed on the ..... day of 20..... in the case to pay the sum of .....

And whereas this sum has not been paid, you are ordered to attach the following property

1.....

2.....

Unless he or she pays the above mentioned sum, you are ordered to sell by public auction the property in execution of the above mentioned judgment or so much of the property as will realize the above mentioned sum.

You are also hereby ordered to return this warrant on or before the.....day of..... 20.....with an endorsement certifying the manner

in which it has been executed or the reason why it has not been executed.

Dated this .....day of ..... 20.....

.....  
*Chairperson*

FORM E

*Regulation 61(4)*

**MEMORANDUM OF APPEAL**

In the ..... Court of.....

Case No. ....of 20.....

..... Appellant

*Versus*

.....Respondent

Appeal from a judgment/decreed/order of the Court of .....at  
.....dated in Case No. .... of 20.....

The above named appellant appeals to the Court of.....  
against the whole or part of the above mentioned decision on the following  
grounds namely:

1.....

2.....

It is proposed to ask the Court for an order that:

.....  
.....

.....  
*Appellant*

Lodged with the Chairperson of the Appellate Court at .....

..... on the ..... day of ..... 20.....

.....

*Chairperson of the Appellate Court*

\* Delete as appropriate

FORM F

*Regulation 61(7)*

**NOTICE OF MEMORANDUM OF APPEAL**

In the ..... Court of.....

Case No. .... of 20.....

..... Appellant

*Versus*

..... Respondent

TAKE NOTICE that .....being  
dissatisfied with the .....decision of the Court  
.....given on .....20.....,  
intends to appeal to this Court against the whole of the decision or the  
following parts of the decision of that Court; namely—

1.....

2.....

Dated this ..... day of..... 20.....

.....

*Chairperson of the Appellate Court*

To .....

FORM G

*Regulation 39(7)*

**WITNESS OATH**

I, ....., solemnly swear by the Almighty God/solemnly affirm, that the evidence I shall give touching the matter now before the court, shall be the truth, the whole truth and nothing but the truth.  
(So help me God)

FORM H

*Regulation 41(1)(d)*

**INTERPRETER'S OATH**

I, ..... solemnly swear by the Almighty God/solemnly affirm, that I will well and truly interpret and explain to the court and the witness all such matters and things as shall be required of me to the best of my skill and understanding.  
(So help me God).

### **Cross References**

1. Children Act, Cap 59
2. Civil Procedure Rules S.I 65-3
3. Community Service Regulations, 2001, S.I 55 of 2001
4. Criminal Procedure Code Act, Cap 116
5. Penal Code Act, Cap 120.

MAJ. GEN. KAHINDA OTAFIIRE,  
*Minister of Local Government.*