AIRPORTS AUTHORITY OF INDIA

Department of Aerodrome Safeguarding

Rajiv Gandhi Bhawan, New Delhi-110003

[File No. AAI/ATM/DoAS/72/2019-Part]

AERODROME SAFEGUARDING CIRCULAR (ADSAC) 02 OF 2024

Subject: Issuance of NO Objection Certificate (NOC) for height clearance around Airport

1. Introduction

1.1. No Objection Certificate (NOC) for height clearance is issued by Airports Authority of India as per Ministry of Civil Aviation (Height Restrictions for Safeguarding of Aircraft Operations) Rules, 2015 published vide Gazette Notification No. GSR751 (E), dated 30th September 2015 and amendments thereto. These provisions are aimed at safeguarding the airspace in and around aerodromes to permit safe and regular aircraft operations and to prevent the aerodromes from becoming unusable due to growth of obstacles around the aerodromes.

1.2. NOC in respect of civil aerodromes is issued by the Designated Officer (DO) of Airports Authority of India (AAI) on behalf of the Central Government. Also, in case of State owned and private aerodromes, licensed by the Directorate General of Civil Aviation, NOC shall be issued by the Designated Officers of AAI.

2. Purpose

2.1. The purpose of this Aerodrome Safeguarding Circular (ADSAC) is to standardize the process by promulgating the detailed procedures for issuance of NOC for height clearances.

3. Scope / Applicability

3.1. This ADSAC is applicable to those AAI personnel who are responsible for processing and issue of NOC for height clearance.

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3.2. This ADSAC is also applicable to all the personnel of Joint Venture Airports, Licensed State Government and Private Airports for which AAI issues NOC for height clearance.

4. Cancellation

4.1. This ADSAC cancels ADSAC 03 of 2021

5. Effective date

5.1. This ADSAC will be effective from the date of its issue.

6. DoAS offices of AAI

6.1. AAI has established nine NOC Offices at Delhi, Mumbai, Kolkata, Chennai, Guwahati, Ahmedabad, Bengaluru, Hyderabad and Nagpur headed by Designated Officer. These offices are responsible for examining the NOC applications for height clearance received in respect of structures such as buildings, chimney, poles, power transmission lines, flyovers, railway lines, roads, billboards, wind farms, wireless communication masts etc. and issuance of NOC for height or rejection of the application after due examination.

6.2. Jurisdiction of Regional NOC Offices at Delhi, Mumbai, Kolkata, Chennai and Guwahati shall be airports for which AAI is responsible for issuance of NOC, under the administrative control of the respective regions, except for airports mentioned in Para 6.3 below.

6.3. Jurisdiction of DoAS offices at Bengaluru, Hyderabad, Ahmedabad and Nagpur shall be as per the table given below:

S. No.	DoAS Office	Jurisdiction
1.	Bengaluru	All airports in Karnataka
2.	Hyderabad	All airports in Andhra Pradesh and Telangana
3.	Ahmedabad	All airports in Gujarat
4.	Nagpur	All Airports east of Akola (77° E) in Maharashtra and Madhya Pradesh

Note: Jurisdiction of various DoAS offices may be amended from time to time.

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DoAS, CHQ monitors the functioning of these NOC Offices and issues instructions, clarifications and guidelines to them. DoAS, CHQ assists Appellate Committee in disposal of Appeal, Shielding and Aeronautical Study Cases.

7. NOC Committee (NOCC) At Regional/Station Levels

7.1 NOCC at Regional and Station Level shall be headed by a Designated Officer (DO) and will comprise of the following members:

GM (ATM) Region – Regional level GM (ATM)/ATM In-Charge/ Jt. GM (ATM)/DGM (ATM) – Station Level	Member ATM
Asst. Manager (ATM) or above – Regional Level Asst. Manager (ATM) or above – Station Level	Member AGA
Asst. Manager (CNS) or above – Regional Level Asst. Manager (CNS) or above – Station Level	Member CNS
PANS -Ops Trained officer of ATM – Regional Level PANS -Ops Trained officer of ATM – Station Level	Member FPD
Representative of Airport Operator	Member AO

Note 1: Designated Officer (DO) may delegate the responsibilities of Designated Officer to Member ATM to ensure that time bound work of NOCC does not suffer.

Note 2: Designated Officer (DO)/Member ATM may delegate the responsibilities of Member AGA/Member CNS to any other officer, after familiarisation, to ensure that time bound work of NOCC does not suffer.

7.2 REDs/GM-CICs are Designated officers in the DoAS offices. In order to maintain day to day smooth functioning of the DoAS office, GM (ATM)-Region at Mumbai, Delhi, Chennai, Kolkata and Guwahati, and GM (ATM)/CIC at Hyderabad, Bengaluru, Ahmedabad and Nagpur shall be In-Charge of DoAS Section and shall monitor the functioning of the DoAS office. All officials shall report to the In-Charge of DoAS Section during their posting at DoAS Office.

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8. No Objection Certificate Application System (NOCAS)

8.1. Airports Authority of India has developed online application system viz. "No Objection Certificate Application System (NOCAS)" for issuance of NOC for height clearance. NOCAS accepts applications for height clearance for structures such as buildings, masts, chimney, wind mills, transmission lines, etc.

8.2. NOCAS is accessible from AAI website www.aai.aero or through URL nocas2.aai.aero/nocas for submission of NOC applications online. The system is capable of sending alerts to the applicant about status of his/her application. An applicant can also track status of his/her application. Applying for NOC is a completely paperless process.

8.3. No hard copy is required from the applicant as he/she is only required to upload the scanned copies of the required documents and undertakings Applicants are informed electronically at all stages during the NOC process through emails.

8.4. NOC letters shall be issued with manual signature or with digital signature, where available. Signed NOC letters are to be scanned and uploaded by Designated Officer in NOCAS.

8.5. Applicants can also view the issued NOC in their dashboard and take a print out of the NOC, if required. Local bodies and general public can view all the issued NOCs/rejected cases from the NOCAS website home page under the link 'View Issued NOCs/Rejected cases'.

8.6. NOCAS carries out automated calculations for the permissible top elevation (PTE) based on AGA, CNS and PANS-Ops criteria using surveyed site coordinates and site elevation provided by the applicant.

8.7. If at any stage, it is established that the NOC is not duly issued, the same shall automatically stands cancelled.

8.8. An NOC shall not be considered as duly issued NOC, if,

A. The data or documents submitted by the applicant while obtaining the NOC are found to be incorrect, which has affected the calculation of permissible top elevation.

B. Any relevant and approved AGA, CNS or PANS-Ops criteria were not considered by the concerned user, which has affected the permissible top elevation

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8.9. NOCAS has a map feature which is available to the applicant as well as the AAI user. AAI users will be able to analyse the proposed sites with respect to the airports and various protection surfaces with the help of GIS tools available in NOCAS.

8.10. It is emphasized that NOCAS is a tool provided for assisting the AGA/CNS/PANS-Ops users in doing the calculations in respect of their parameters. The output of NOCAS is dependent on the accuracy of the database and also the input calculation parameters. The Airport Operator (AO) concerned shall be responsible for the correctness and currency of the airport data in NOCAS and also the latest approved master plans. The responsibility of checking and conforming the correctness of calculations lies with the member concerned, by opting for "agree" or "disagree" displayed on NOCAS height sheet.

8.11. The NOCAS technical team at CHQ will follow due process in updating the database or any software update by affecting the changes first in the staging server. Subsequently, after verification of the changes in the staging server, the same is made live on the production server and intimated to the concerned stakeholders for cross-checking.

8.12. It shall be the responsibility of the stakeholder concerned to bring to the notice of DoAS CHQ, any discrepancy.

9. Auto Settle Criteria

9.1. On receipt of the online NOC application in NOCAS, the application will be checked for the following auto settle criteria after document verification by AGA user:

A. Whether the location of the proposed structure is beyond 20 km from ARP of VFR airports or beyond 56 km from ARP of IFR airports. (or)

B. For airports/cities where Colour Coded Zoning Map (CCZM) has been issued by AAI, if the requested top elevation of proposed structure is equal to or below the elevation permissible in CCZM.

Note: Above Auto settle criteria is applicable to Building and Windmill cases only.

9.2. SACFA mast cases will be auto settled if,

A. the mast is beyond 7 km from the airport ARP and proposed top elevation is up to 40 m above the Aerodrome elevation; or

B. the site lies beyond 10 km from nearest VFR airport and requested top elevation is less than 100 m + Runway End Elevation /ARP Elevation.

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C. the mast is beyond 20 km from the IFR airport ARP and proposed top elevation is up to 100 m above the Aerodrome elevation.

9.3. Applicant can view all auto settled cases by clicking 'View Cases' button under "Autosettled NOCs" on NOCAS website home page (nocas2.aai.aero/nocas/View_Settled_Cases.html).

9.4. For auto settled case, system generated letter without signature, stating that "NOC from AAI is not required" will be issued automatically.

10. Procedure for NOCAS Users

10.1. NOCC's Member AGA, CNS and PANS-Ops shall log in as AGA user, CNS user and PANS-Ops user in NOCAS for evaluation w.r.t AGA, CNS and PANS-Ops criteria. There may be multiple officers assigned for AGA, CNS and PANS-Ops depending upon the work load. A record of posting of such officers shall be maintained by the concerned DoAS office.

10.2. Physical verification of the site shall be carried out by airport operator (AO) in the given time frame as specified in Para 18. Member AO shall ensure that no unauthorized construction takes place at the airport and its vicinity as per the provision contained in Rule 12 of GSR 751 (E).

Note 1: In case of AAI owned/operated airports, where no suitable officer is posted at the said airport to discharge the role of Member AO, the concerned DO shall allocate the role of Member AO to a suitable officer.

Note 2: In case of Non-AAI airports where no suitable officer is posted at the said airport to discharge the role of Member AO, the concerned DO may coordinate with the concerned Airport operator/owner for allocation of role of Member AO.

10.3. **Online cases:** Once the NOC application documents are verified by AGA user, the NOC application is distributed simultaneously to all the NOCC members. AGA, CNS and PANS-Ops users shall then cross check the automated calculations of NOCAS w.r.t AGA, CNS and PANS-Ops criteria respectively for correctness. If calculations of NOCAS is found correct, the AGA, CNS and PANS-Ops user will click the agree button in the height sheet. Wrong calculations by the system shall be brought to the notice of AAI CHQ DoAS office for proper analysis and resolution in NOCAS. Those provisions of GSR 751 (E) as amended by GSR 770 (E), which are not included in NOCAS, shall also be accounted for, by these users, for proposed sites up to 20 km of the ARP in case of VFR airports or up to

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56 km from the ARP in case of IFR airports. AO user shall click on agree/disagree button in the height sheet after physical site verification. If all the members of NOCC agree, the application is sent to the Designated Officer's dashboard for issue of NOC. System generated NOC letter, which is non-editable, is issued by DO or his/her representative.

10.4. **Offline cases in case of disagreement with NOCAS calculations:** Cases, wherein any member of NOCC disagrees with the calculation of NOCAS, will be treated as offline cases. The reason of disagreement with online NOCC process shall be written clearly in the comment box along with the permissible top elevation as per his/her revised calculation. In such cases, the permissible top elevation in the system generated NOC letters may be suitably edited by the Designated Officer (DO) before issuing NOC letter through the system. The lowest elevation determined based on the AGA, CNS & PANS-Ops criteria, shall be the permissible top elevation of the proposed structure.

10.5. **Other offline cases:** Calculation for permissible top elevation with respect to airports for which AAI is responsible for issuance of NOC and which have not been included in NOCAS shall be done manually by AGA, CNS and PANS-Ops user. In such cases, manual NOC letter or suitably edited system generated NOC letters may be issued by the Designated Officer (DO). The lowest elevation determined based on the AGA, CNS & PANS-Ops criteria, shall be the permissible top elevation of the proposed structure.

10.6. For mobile obstructions viz. rail and road, following allowance shall be made:

a) Rail track : 7.62 meters
b) Road : 5.00 meters

11. Documents Required To Be Uploaded in NOCAS along with NOC application

11.1. For buildings, chimneys, flyovers, flag posts, hoardings, masts, etc. an applicant needs to upload the scanned copies of the following documents:

a) Certified site co-ordinates in WGS-84
b) Certified site elevation in meters Above Mean Sea Level (AMSL)/EGM-08
c) Undertaking 1A
d) Authorization letter from the owner/lessee, in case the application is filed by a person other than owner/lessee

11.2. For power transmission lines, an applicant needs to upload the scanned copies of the following documents:

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a) Certified site co-ordinates in WGS-84
b) Certified site elevation in meters Above Mean Sea Level (AMSL)/EGM-08
c) Undertaking 1B
d) Authorization letter from the owner/lessee, in case the application is filed by a person other than owner/lessee

Note: *Installation of Extra High Voltage Tension/High Voltage lines shall not be permitted within 1500 meters of the inner edge of the approach and take-off climb surface unless it is underground. In case of metro and railway lines, such lines shall be allowed provided they are appropriately shielded and marked*

11.3. Permission letter from the concerned airport operator if the proposed structure lies within the airport premises.

Note 1: *Prescribed format in which undertakings, authorization and site co-ordinates and site elevation are to be submitted are available on the website nocas2.aai.aero/nocas under >> Useful and Important Links>> Undertakings and Authorisation.*

Note 2: *Undertaking 1A and Authorisation Letter, has been clubbed together.*

12. Site Elevation And Site Coordinates

12.1. It is mandatory for the applicant to enter the site coordinates in WGS-84 and site elevation in meters AMSL/EGM-08 as required by AAI in NOCAS Application.

12.2. If the plot size is more than 300 square meters, WGS-84 co-ordinates and site elevation of all corners, including co-ordinates of nearest point from the airport of the site/plot or the structure, as the case may be, encompassing all the CTS/plot/survey numbers are required.

12.3. If the plot size is 300 square meters or less, a single WGS-84 co-ordinate of the nearest point on the plot with respect to airport is required to be given.

12.4. If the plot has only three corners i.e. triangular plot; even then minimum four coordinates are required. The fourth co-ordinate should be on the side of the plot towards airport and shall be different from the three co-ordinates.

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12.5. The maximum site elevation of the plot will be taken into consideration for the issue of NOC, hence site elevation of the highest point in the plot should also be entered if it is higher than the site elevation of the corners of the plot.

12.6. Co-ordinates and site elevation certificates can be clubbed together. A standard format is available on the NOCAS website for this purpose, which should be self-attested by the applicant.

12.7. The site co-ordinates and site elevation certificate in prescribed format only may be obtained from Govt. approved departments/agency, urban local body authorized licensed surveyors/engineers and authorized AAI empanelled surveyors. List of AAI empanelled surveyors is available on the NOCAS website.

Note: In addition to the above, if the DO/GM(CIC)/Airport Director (APD) deems fit, the AAI surveyor posted at that RNOCC/airport may be deputed to issue the site elevation and co-ordinates certificate, upon receipt of request and fee from the applicant. Such certificates issued by the surveyor, shall be counter-signed by the DO/GM(CIC)/APD or his nominee in the aerodrome safeguarding team.

13. Accuracy Requirement

13.1. The accuracy requirement for WGS-84 Coordinates is 1/10th of a second in the format of DD MM SS.s (Degree Minutes Seconds).

13.2. The accuracy of position shall be within three meters and the vertical accuracy shall be within 0.5 meters.

13.3. The applicant shall be responsible for the accuracy of site location, elevation and any other data provided by him/her for the issuance of NOC. In case of any inaccuracy, the applicant will be liable to legal proceedings along with cancellation of NOC.

13.4. The benefit of 0.5 meters (50 cm) vertical accuracy tolerance in a structure for which NOC has been obtained for a specific height cannot be extended either by local bodies or airport operators to grant extra height to buildings/structures.

14. Integration of NOCAS with Urban Local Bodies (ULBs) Website

14.1. NOCAS has been integrated with web service of various urban local bodies (ULBs) like MCD, MCGM, etc.

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14.2. AAI shall enter into a Memorandum of Understanding (MoU) with the local body concerned prior to integrating the ULB server with NOCAS. This MoU shall be signed by the ULB concerned, office of DO concerned and DoAS CHQ.

14.3. Where urban local bodies websites have been integrated with NOCAS, an applicant need not register or apply separately in NOCAS website of AAI. The application will be made through common application form (CAF) of urban local body and NOC or rejection from AAI in turn will be issued to the respective ULBs. Standard Operating Procedures in this regard are available on NOCAS website.

14.4. A similar arrangement of integration is in place for SACFA mast cases in which height clearance is given to SACFA by AAI.

14.5. Wherever integration has been done, NOC for height or rejection, as applicable, shall be intimated to local bodies within a period of 15 working days, failing which NOC for the requested height will be deemed to have been issued by AAI, based on verified site locations.

14.6. The ULB shall intimate the concerned DoAS office of AAI at least 3 working days prior to issuing any deemed NOC.

15. NOC Format

15.1. No Objection Certificate (NOC), rejection or the auto settle statement shall be issued in the standardized format generated through NOCAS.

15.2. Applicant/Municipal Corporation/Committee of the City/Town and the Airport Operator, etc. may download the NOC letters from the NOCAS website nocas2.aai.aero/nocas from " View Issued NOCs" or " View Auto Settle NOCs" links. NOCs may be sent through email if a request for the same is received at AAI CHQ on email id: nocashelp@aai.aero.

16. Review of NOC Application

16.1. An applicant may file review application through NOCAS, once only, with Designated Officer with undertaking 1D in the following circumstances:

a) Applicant does not get the requested top elevation for his proposed structure; or

b) NOC has been issued for the requested top elevation, but applicant wishes to apply for more height.

16.2. NOC Review cases shall be dealt by the concerned NOCC. NOCC shall discuss and resolve such review cases expeditiously.

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17. Dashboard Change for Transferring the NOCID to New Applicant Dashboard

17.1. Dashboard change, if required, can be made by submitting undertaking 1G (available on NOCAS website under Undertakings and Authorisation) for transferring the NOC ID to new applicant dashboard along with a payment of Rs.5000/- plus applicable GST through online mode in NOCAS.

18. Timeline

18.1. Following timelines shall be strictly adhered to by all concerned for issue of NOC or rejection letter as the case may be:

Verification of uploaded documents by the AGA user	Three working days for acceptance or rejection. In case of rejection, applicant must be intimated with reasons for rejection.
Clearance by Online NOCC members (AGA, PANS-OPS, CNS and AO wherever applicable)	Within five working days from the date of receipt of verified application
Issuance of NOC to the applicant	Within five working days in case application is agreed by all NOCC members
Issuance of NOC for offline case	Within five working days from the date when the application has been cleared by NOCC
Maximum time for settlement of NOC application	15 working days from the date when the application has been received in NOCAS.

19. Validity: This ADSAC will remain valid till it is amended or withdrawn or incorporated in the proposed Manual of Aerodrome Safeguarding.

20. Document Control and feedback: This ADSAC has been issued by the office of ED (ATM) Any feedback, suggestion or the error in this document may be brought into the notice of GM (DoAS) at AAI CHQ at gmdoaschq@aai.aero.

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(Shymali Haldar)
Executive Director (ATM)

Dated: 08Th May 2024

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