Guidelines for Applicants for NOC application in NOCAS

1. Introduction

1.1 Airports Authority of India has upgraded its On Line application system “No Objection Certificate Application System (NOCAS) to NOCAS version 2. The system is more user friendly, automated and robust. The NOCAS 2 accepts NOC applications for Height Clearance for structures such as Buildings, Masts, Chimney, Transmission Lines etc.

1.2. NOCAS 2 is accessible from AAI website http://www.aai.aero or through url www.nocas2.aai.aero

1.3. The home page of the nocas2.aai.aero is lot more informative and makes system of issuance of NOC much more transparent.

2. Colour Coded Zonning Maps (CCZM)

AAI has developed the Colour Coded Zoning Maps(CCZM) for the major airports of the country. The CCZM depicts the Permissible Top Elevation(PTE) for a grid in a particular coloured Zone. The cities for which CCZMs have been prepared can be viewed in the NOCAS website under the tab CCZM. The purpose of CCZM is to empower local bodies to clear the building proposals requesting top elevation below CCZM elevation, without referring to AAI. The maximum Elevation that can be approved through CCZM is up to 150 m, and applications where requested top elevation is above 150 m must be routed through AAI NOCAS2.

3. Integration of NOCAS 2 with local bodies website:- Website of MCGM,MCD,NDMC are integrated with NOCAS 2. Applicants of Delhi and Mumbai are not required to apply for NOC for height in NOCAS2. Instead applicants are required to apply in the Common Application Form(CAF) developed by MCGM,MCD and NDMC. NOCAS 2 will fetch data, process and communicate result to MCGM,MCD and NDMC as appropriate. This will facilitate Single Window Clearance.

4. NOC for the height clearance for the fixed wireless communication Mast (SACFA-MAST cases)

For effective implementation of Single Window Clearance and to avoid duplicate filing of applications by the Telecom Operators and wireless users, the SACFA and NOCAS Servers have been integrated. The applicants are required to apply to SACFA Secretariat, WPC wing (DOT) only. Applicants are not required to apply to AAI separately. The requisite data, is fetched from SACFA to NOCAS automatically. After processing, AAI issues online NOC for height clearance to SACFA. The individual SACFA application at the SACFA server is also automatically updated with NOC height data, as cleared by AAI. In case the NOC for height clearance has been obtained for the mast, then AAI has no objection in case multiple antennas are affixed to this mast subject to the height remains within the limit specified in NOC.
5. Approximate Top Elevation
The applicant can check the approximate top elevation for his plot for planning purpose without logging in to the system. The applicant is required to select “check approximate top elevation button” and thereafter feed the WGS Co-ordinates for his site. He will get the approximate top elevation corresponding to the coordinate/coordinates. 

\[ \text{Height (Above Ground Level)} = \text{Approximate top elevation} – \text{Site Elevation} \]

The height thus derived is indicative only. The actual height may vary depending upon various factors.

6. View Issued NOC
NOCAS 2 also provides public access all NOC for height clearance issued by AAI through View Issued NOC button. NOC’s can be sorted out station wise, date wise etc. In case the applicant wants to view NOC’s issued in respect of application filed, he/she needs to log into the system.

7. Auto Settled.
The system is having provision of issuing a letter through system to applicant stating that NOC for height clearance from AAI is not required provided that the top elevation requested is below the Permitted Top Elevation as per Color Coded Zoning Maps (CCZM). This provision is referred to as auto settled. This is applicable for the cases of Building or structure of permanent nature. Mast and Power transmission lines case also get auto settled if they come under the purview of certain criterion including CCZM. The criterion followed is also displayed by the system automatically. Applicant can view all auto settled cases by clicking View Auto settle button on home page. In case the applicant wants to know only his/her auto settled cases he/she must log into the system and click the settled case button on his/her Dashboard.

8. Precursor to filing online application.

8.1 The applicant can refer to or download CCZM which are available on the home page of NOCAS 2 site. Interactive CCZM is provided so that grid map can superimposed with ESRI maps (default map of NOCAS 2) to locate the site and thus know Permissible Top Elevation (PTE) for planning purpose.

8.2 NOCAS 2 carries out calculations related to the Permissible Top Elevation, based on the site/Plot/Building/ location co-ordinates & Site elevation provided by the applicant. Therefore, it is mandatory for the applicant to provide site coordinates in WGS-84 datum.

8.3 All NOC calculations shall be done purely on the basis of WGS84 Coordinates and site elevation provided by the applicant. If, however, at any stage it is established that the actual data is different from the one, provided by the applicant, the NOC, so issued, will be null and void.

8.4 It is mandatory for the applicant to enter the site coordinates in WGS-84 and site elevation in meters AMSL in NOCAS Application. If the plot size is more than 300 Square Meters then WGS84 Co-ordinates and Site Elevation of all corners, including coordinates 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. 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 However, If the plot size is 300 square meters or less, then a single WGS 84 co-ordinate of the nearest point on the plot with respect to airport is
required to be given. The maximum Site elevation of the plot will be taken into consideration for the issue of NOC, hence site elevation of the highest point should also be entered if it is higher than the site elevation of the corners of the plot.

8.5 Resolution up to 1/10th of the second in format of DD MM SS.s. and position accuracy should be within 3 meters.

8.6. The accuracy requirement for Site elevation is 0.5 Meter AMSL.

8.7. Coordinates and site elevation Certificates can be clubbed together. A Standard Format is available on NOCAS2 website for this purpose which should be self-attested by the applicant.

8.8. The Site coordinates and Site elevation may be obtained from Survey of India.

8.9 Alternatively, the certificate in standard format (available in NOCAS website) may be obtained from Government departments like CPWD/ State PWD or Govt. approved Department/ Agency authorized for the purpose / Railways/MES. Aerodrome Operators for their respective cities (e.g. Delhi International Airport Limited (DIAL), Mumbai International Airport Limited (MIAL), Bengaluru International Airport Limited, and Hyderabad International Airport Limited), Urban Local Body authorized / licensed Surveyors/Architects/Engineers or AAI Empaneled Surveyors may also issue certificate if they are qualified and equipped for this purpose.

9. Filing online application through NOCAS:

9.1. Step 1: Applicant has to visit AAI website http://www.aai.aero and open NOCAS 2 link or alternatively visit NOCAS 2 site www.nocas2.aai.aero/nocas. Before filing Application for NOC for height clearance the owner/lessee/consultant/applicant must register themselves by clicking on register button on home page. Applicant must feed all mandatory fields. The email address of the applicant becomes his/her user id. The applicant is required to frame password. The password should be from 8 to 12 characters including at least one capital letter, special character and a numeral. Once the registration form is successfully submitted, the applicant will get an activation link in his email. The applicant should access his email and activate the link. Applicant will get alerts via email and via sms on the cell phone number provided in the registration form.

9.2. Step 2: The registered user after log in is directed to applicant dash board where he/she can apply for NOC, check status of his/her earlier filed application, view settled cases, apply for review, revalidation and appeal.

9.2.1 Application for NOC for height clearance in respect of a new case can be filed by selecting Apply NOC button provided in applicants dashboard. The applicant should fill in all the information correctly, in accordance with the certificates and documents. The site co-ordinates, elevation (reduced level) and the desired top elevation, including all installations such as radio/television aerial/mast, lightning arrester, vent pipes, overhead water tanks and attachments on superstructure of any description shall be as per the submitted certificates. The applicant should fill all mandatory fields. The applicant shall mandatorily confirm location of his site on the map.

9.2.2 In case there are more than one structure on the plot, a separate application is desirable for each individual structure. Otherwise, the system will restrict the height of the whole cluster to the minimum permissible height with in the plot. Filing the co-ordinates of the corners of the proposed structures through multiple applications, may result in higher individual permissible height than the height permissible for the whole plot.
9.2.3 Applicant shall upload the scanned copy of all the required documents in pdf. The size of each document shall not exceed 200 KB. The applicant should be fully satisfied with the accuracy of data filed as he/she will not be able to alter any of the data filed once the application is submitted. The list of documents is available in para 9.

9.2.4 The application needs to be filed in the name of the owner/lessee by the owner/lessee himself or his/her authorized representative. In case the application is filed by a person other than owner or lessee, he/she has to upload scanned copy of authorization letter. The applicant need not go to nearest airport for submission of hard copy of the application or documents. AAI does not require the applicant to submit hardcopy unless he is advised specifically in this regard.

9.2.5 Only one NOC application shall be filed in NOCAS 2 for the same set of coordinates. Duplicate applications will not be processed.

9.3. Step 3: After submission of the online application, a unique NOCAS ID for the application will be issued. The NOCAS ID will be required for tracking the status of application either on Home Page or Applicants Dashboard.

9.4 Once NOCAS ID is issued, the application will be processed by AAI by checking the data provided in the uploaded documents with data fed in application. After scrutinizing the application, AAI will either accept the application if the data matches with documents filed or reject, if found otherwise. If rejected, the applicant will get email and sms in this regard with reasons thereof. If an application is accepted, it will be processed by AAI within a time frame of 3 weeks. Applicants can check the progress by viewing their dashboard. NOC issued or rejected will be updated in the dashboard. Additionally, an email and sms will also be sent to that effect.

10. List of documents (Scanned copies) to be uploaded in the application (except for SACFA masts):

10.1 Certificates for Site elevation and site coordinates conforming to specifications mentioned in 7.4 and 7.5 and issued by authorities mentioned in 7.6 above.

10.2 Undertaking 1A on a non-judicial stamp paper of Rs.10 for Building and smoke emitting industrial unit/ chimneys Applications.

10.3 Undertaking 1B for Power Transmission Lines.

10.4 Authorization letter from owner/lessee if application is being filed by consultant or a person other than the owner.

10.5 Approval from Airport User in case the site falls within Airport premises.

11. Validity of NOC

The validity of NOC in respect of building shall be 5 (five) years and the validity for Chimneys/Transmission Lines/Masts shall be 7 (seven) years from the date of issue.
Guidelines for CCZM

1. Safeguarding the Airspace around the Aerodromes

1.1. International Civil Aviation Organization (ICAO) and DGCA have defined Obstacle Limitation Surfaces (OLS) in and around the airports for safe and efficient operations of the flights. Accordingly, Ministry of Civil Aviation has issued Gazette notification G.S.R 751 (E) dated 30th September, 2015 to protect these surfaces (In supersession of S.O 84E).

1.2. Airports Authority of India (AAI) has been given the responsibility for issuing the ‘No Objection Certificate’ for height clearance for buildings/ structures/ Chimneys/ masts, etc. on behalf of Central Government in respect of civil licensed aerodromes in India. For the Defence Airports, responsibility has been assigned to the respective Defence Authorities. For other airports, responsibility has been assigned to State Government/Airport Operators as applicable under provisions of GSR 751(E).

2. Implementation of CCZM by MoCA

2.1. In line of the world best practices and based on the Committee recommendations (set up by MoCA) for regulating the construction permits around airports, MoCA (vide its letter dated 15th October 2012) has directed AAI to prepare the Colour Coded Zoning Map (CCZM) in grid form of all the civil airports, certify them and give copy of such maps to Local/Municipal Bodies.

2.2. CCZM of Mumbai, Navi Mumbai, Delhi, Kolkata, Hyderabad, Lucknow, Ahmedabad, Guwahati, Bangalore, Patna, Aurangabad, Chennai, Puducherry, Bhubaneshwar, Nagpur, Ranchi, Thiruvananthapuram, Amritsar, Jaipur, and Cochin have been prepared and uploaded in NOCA’s website. These maps can be downloaded from the website by applicant as well as concerned local bodies.

3. Responsibility of the Local, Municipal or Town Planning and Development authorities

3.1. The concerned Local, Municipal or Town Planning and Development authorities
to approve construction of buildings as per their own building regulations/bye-laws up to the heights indicated in CCZM. For such buildings, NOC for height clearance is not required from AAI.

3.2. No such approval shall be given by the Local, Municipal or Town Planning and Development authorities for sites which lies in approach, take off and transitional areas of an airport or in any other area, marked RED in the Colour Coded Zoning Map. For such cases, it is compulsory to obtain of No Objection Certificate from the Designated Officer (DO) or authorised officer.

3.3. The Local, Municipal or Town Planning and Development authorities shall certify on the sanction plan that the Floor Space Index or Floor Area Ratio and the related height of the building or structure is within the permissible elevation as indicated in the Colour Coded Zoning Map for the given site.

3.4. The Local, Municipal or Town Planning and Development Authorities shall submit the details of structures so approved to the concerned Airport Operator, within a period of thirty days from the date of such approval.

4. How to interpret and implement the CCZM?:

4.1. Applicant needs to locate his/her plot/site in CCZM based on WGS coordinates and identify the home grid, where the plot/site lies.

4.2. Co-relate the colour of the home grid with the colour legend, available in CCZM and check the Permissible Top Elevation (PTE) Above Mean Sea Level (AMSL). If the color of the home grid is red then the applicant shall file application to AAI through NOCAS at AAI website http://nocas2.aai.aero/nocas for issuance of NOC or through the Common Allocation Form (CAF) with the Urban Local Bodies (ULB) where the web service of ULBs have been integrated with NOCAS website under single window clearance of Ease of doing business (EODB). Presently websites of ULB’s of Delhi (MCD & NDMC) and Mumbai (MCGM) are integrated with AAI NOCAS2.

4.3. Deduct the site elevation or the reduced level of the plot from the Permissible Top Elevation (PTE) to get the height Above Ground Level (AGL).

4.4. Approach the concerned Local Body for building plan approval if the requested height is below the CCZM permitted top elevation.

4.5. If the desired height is more than the CCZM permitted top elevation, then follow the procedure as detailed in point 4.2.

4.6. NOCAS2 is also having interactive CCZM. The CCZM has been superimposed on Esri (GIS based) maps. An applicant can locate his site
by simply moving the cursor. The cursor gives the grid no., the elevation as per CCZM and coordinates at which cursor is located at that moment.

4.6. The heights indicated in CCZM are Above Mean Sea Level (AMSL).

4.7. CCZM is to be used for WGS 84 coordinates. The scale in the CCZM map is to be referred only when a print out of the map is to be taken in 1:1 ratio. In all other cases, only the linear scale in the map shall be valid whenever a printout is taken.

5. Benefits of CCZM implementation:

5.1. Ease of doing business with AAI as NOC for height clearance is not required for the buildings up to the CCZM Permissible Top Elevation (PTE)

5.2. The Local, Municipal or Town Planning and Development authorities can plan their development as per the CCZM.

5.3. Work load of NOC processing team in AAI is reduced.

5.4. SACFA in Ministry of Communication and IT shall also use the CCZM for the issuance of mast clearance.

6. Punitive Action in case of violation

6.1. Building heights around an aerodrome are regulated by the provisions of Govt. of India (Ministry of Civil Aviation) Gazette notification G.S.R 751 (E) dated 30th September, 2015 to facilitate safe and efficient aircraft operations. The violations of these regulations are dealt under the “The Aircraft (Demolition of Obstructions caused by Buildings and Trees etc.) Rules, 1994.

6.2. To avoid action as per 6.1 above, applicant shall ensure that the data, filed to the Local, Municipal or Town Planning and Development authorities and/or AAI for seeking height approval of buildings meets the accuracy criteria specified in NOCAS guidelines.
Guidelines for processing of NOC Applications in NOCAS

Processing of filed online NOC application

1. The filed online application will be processed by the AGA user, COMM user, PANS OPS user, Airport User, DO user as per their respective roles.

2. Once NOCAS ID is issued the application moves to the dashboard of Airport User or AGA User. AGA User or Airport User (as specified) at the airport will check the data provided in the uploaded documents with data fed in application. After scrutinizing the application, AGA User or Airport User will either accept the application (Verify) if the data matches with documents filed or Reject, if found otherwise. If rejected, the applicant will get email and sms in this regard with reasons thereof.

3. Once the application is verified by the Airport User or AGA User, the application will be simultaneously posted in the dashboard of AGA User, COMM User, PANS-OPS User and Airport User. The respective user can check or correct the calculation done with respect to their jurisdiction independently. After checking, he/she shall mark his acceptance by clicking AGREE or rejection by clicking DISAGREE. In case of disagreement he/she shall give comments in support of disagreement and such cases will be dealt in Offline NOC committee. The offline NOC Committee will deliberate and arrive at some decision. Subsequently, Designated Officer will issue NOC Letter after incorporating the changes in it or issue a rejection letter to the applicant.

4. If AGA User, COMM User, PANS-OPS User and Airport User agree to the calculations and Permissible Top Elevation (PTE) displayed by NOCAS 2, the application will be automatically move to the dashboard of the Designated Officer. The Designated Officer will then issue NOC for height clearance, after checking the contents of NOC Letter and appending his digital signatures. Same will be sent to applicant via email. The applicant can even download the NOC letter from his dashboard. The NOC letter will only mention Permitted Top Elevation. The applicant can find the height of his/her proposed structure above ground level by subtracting site elevation from Permissible top elevation.

5. All NOC calculations shall be done purely on the basis of surveyed WGS84 Coordinates and site elevation provided by the applicant. If, however, at any stage it is established that the actual data is different from the one, provided by the applicant, the NOC, so issued, will be invalid.

6. All the building cases whose requested height is more than 20 m AGL will be sent to the AGA user for verification irrespective of whether it meets the auto settled criteria or not.
7. Authentication of data in respect of airports falling under the jurisdiction of NOC station in NOCAS 2 shall be done at respective NOC stations. NOC station may develop a mechanism to check the data in NOCAS on half yearly basis.

8. Change request in NOCAS, if any, may be done only by officials of designation Senior Manager and above after exercising due diligence.