



Airports Authority of India

DEPARTMENT OF AERODROME SAFEGUARDING
RAJIV GANDHI BHAWAN, NEW DELHI-110003

[File No. AAI/ATM/DoAS/39/2019

Dated: 03rd March 2021

AERODROME SAFEGUARDING CIRCULAR (ADSAC) 3 OF 2021

Subject: Issuance of No Objection Certificate (NOC) for height clearances around Airport

1. Introduction

1.1. No Objection Certificate (NOC) for height clearance is issued by Airports Authority of India as per the Govt. of India, Ministry of Civil Aviation Gazette Notification No. GSR751 (E), dated 30th September 2015 as amended by GSR770 (E), dated 17th December 2020 and any further 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. This ADSAC also details procedures to be followed for processing of Review and Revalidation cases.

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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 and also those who are responsible for processing of Review and Revalidation cases.

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.

3.3. Applicants/NOCAS2 website users for guidance.

4. Cancellation

4.1. This ADSAC cancels ATMC 6 of 2017.

5. Effective date

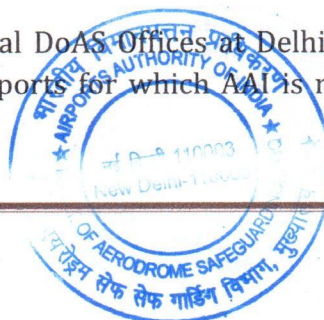
5.1. This ADSAC will be effective from the date of its issue.

6. DoAS offices of AAI

6.1 AAI has established nine DoAS Offices at Delhi, Mumbai, Kolkata, Chennai, Guwahati, Ahmedabad, Bengaluru, Hyderabad and Nagpur each 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 requested/restricted height or rejection of the application after due examination.

6.2 Jurisdiction of Regional DoAS Offices at Delhi, Mumbai, Kolkata, Chennai and Guwahati shall be airports for which AAI is responsible for issuance of NOC,

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under the administrative control of the respective regions, except for airports mentioned in Para 6.3 below.

6.3 Jurisdiction of DoAS Offices at Ahmedabad, Bengaluru, Hyderabad 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 Telengana
3	Ahmedabad	All airports in Gujarat
4	Nagpur	Nagpur, Nanded, Gondia, Jabalpur, Akola, Bhopal, Yavatmal

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

6.4 DoAS Section, CHQ monitors the functioning of these DoAS Offices and issues instructions and guidelines to them. It also acts as a secretariat to the Appellate Committee, constituted by Ministry of Civil Aviation for deciding the appeal applications received.

7. NOC Committees (NOCC) at Region /Station Levels

7.1 NOCC at Regional and Station Level shall be headed by a Designated officers (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
Senior Manager (ATM) or above – Region Level	Member
Manager (ATM) or above – Station Level	AGA
Senior Manager (CNS) or above – Region Level	Member CNS
Manager (CNS) or above – Station Level	
PANS-Ops Trained officer of ATM – Region Level	Member
PANS-Ops Trained officer of ATM – Station Level	FPD
Representative of Airport Operator	Member AO

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Note: Designated Officer (DO) may delegate the responsibilities of Designated Officer to member ATM so as to ensure that time bound work of NOC does not suffer.

7.2 REDs /GM-CICs/APDs are the Designated Officers in nine 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; GM (ATM) at Hyderabad and Bengaluru; GM(ATM) / ATM In-charge at Ahmedabad and Nagpur shall be in-charge of DoAS Office and shall monitor the functioning of the DoAS Office. All officials shall report to the in-charge of DoAS Section during their posting to DoAS Office.

8. No Objection Certificate Application System (NOCAS)

8.1 The application for issuance of No Objection Certificate in respect of civil aerodromes (including licensed State Government owned and private aerodromes) shall be made by the applicant to the designated officer through the No Objection Certificate Application System (NOCAS), accessible on the website of the Airports Authority of India at www.aai.aero with the link: <https://nocas2.aai.aero/nocas>. An applicant has to register first. On registration, email address will be verified. After the successful registration, online NOC application can be filed. Applying for NOC is a complete paperless process.

8.2 No hard copy is required from the applicant as they are only required to upload the scanned copies of the required documents and undertakings. NOC letters are sent via email to the applicant. Applicants are informed electronically at all stages during the NOC process through SMS and emails.

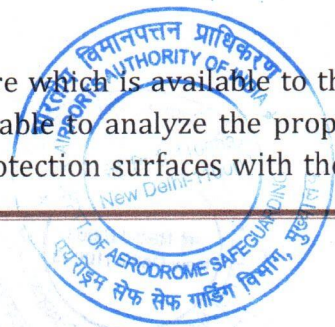
8.3 NOC letters shall be issued with manual signature or with digital signatures, where available. Signed NOC letters are to be scanned and uploaded by DoAS Offices.

8.4 Applicants can also view the NOC, once issued, in their dash board and take a print out of the NOC if required. Local Body or general public can view all the issued/rejected NOCs from the NOCAS website home page under the link 'View issued/rejected NOC'.

8.5 NOCAS carries out automated calculations for the Permissible Top Elevation (PTE) based on AGA, CNS and PANS-OPS criteria using the site coordinates provided by the applicant.

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

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NOCAS. These maps are downloaded from ESRI online map service, therefore high speed internet connectivity is mandatory.

8.7 Check Approximate Top Elevation/Interactive CCZM: These tools in NOCAS allow the prospective NOC applicants to check the approximate top elevation for a particular set of coordinates. Approximate Top Elevation admissible at a particular point in interactive CCZM can be found out by moving cursor over the map grid. These top elevations are indicative and for planning purpose only. Details regarding the preparation and implementation of CCZM are available in ADSAC 4 of 2020 – “Preparation and Implementation of Color Coded Zoning Map(CCZM)”

8.8 Auto Settle: On receipt of the online NOC application in NOCAS, the application will be checked for the following auto settle criteria:

- a) Whether the location of the proposed structure is beyond 20 km from VFR airports or beyond 56 km from the IFR airports [Ref. Paragraph 3.1 of Schedule II of GSR 751(E)] and requested height of proposed structure is less than 150 m AGL; or
- b) In case of VFR airports, for which AAI is responsible for issuance of NOC, all NOC applications beyond 20Km and within 56Km of ARP shall be auto-settled.
- c) For airports/cities where Colour Coded Zoning Map (CCZM) have been issued by AAI, if the top elevation of proposed structure is equal to or below the elevation permitted in CCZM.
- d) SACFA mast cases will be auto settled if -
 - the mast is beyond 7 km from the airport ARP and proposed top elevation is up to 40 m above the Aerodrome elevation; or
 - the site lies beyond 10 km from nearest VFR airport and requested top elevation is less than 100 + Runway End Elevation /ARP Elevation.
 - the mast is beyond 20 km from the IFR airport ARP and proposed top elevation is up to 100 m above the Aerodrome elevation.

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

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 AO concerned shall be responsible for correctness and currency of the airport data input in NOCAS, as also the approved master

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plans. The responsibility of checking and confirming the 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 discrepancy if any to the notice of DoAS section, CHQ.

9. Procedure for NOCAS users

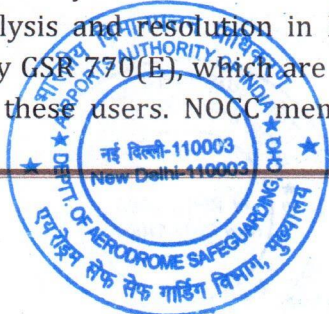
9.1 NOCC Member AGA, CNS, and PANS-OPS shall log in as AGA user, CNS user and PANS-OPS user in NOCAS for application of AGA, CNS, and PANS-OPS criteria. There may be multiple officers assigned for AGA, CNS and PANS-OPS depending upon the work load. A record of posting of such officers shall be maintained by the DoAS office.

9.2 Physical verification of the site may be carried out by Airport Operator (AO) in the given time frame as specified in Para 17.1. Member, AO shall ensure that no unauthorized construction takes place at the airport and its vicinity as per the provisions of ADSAC 2 of 2019 – “Procedure for Control and Monitoring of the Obstacles at AAI Airports”.

Note: In case of AAI owned airports, where no suitable officer is posted at the said airport to discharge the role of AO, the DO of the DoAS office concerned shall allocate the role of AO to a suitable officer, either at the said airport or at the DoAS office.

9.3 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, PANS-OPS and AO users shall then cross-check the automated calculations of NOCAS w.r.t. to AGA, CNS and PANS- OPS criteria respectively for correctness. 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. NOCC members (including Member AO), if

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satisfied with the respective calculations/observations, shall press agree button. 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 authorised representative.

9.4 Offline Cases in case of disagreement with NOCAS calculation: 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.

9.5 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 FPD 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.

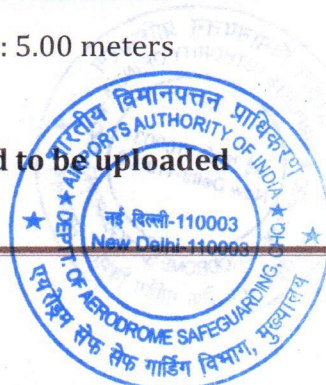
9.6 Regional/Station Level NOC Committee shall be competent to issue NOC for permissible heights, in all cases, both within the applicable Obstacles Limitation Surfaces (OLS) as well as beyond the lateral limits of OLS. NOCs for essential navigational aids or Airport Weather Observation Systems (AWOS), which are required to be installed in operational area are to be processed in accordance with the procedure laid down in Aerodrome Safeguarding Circular (ADSAC) 09 of 2020 – "Processing of NOC Applications for height clearance for Airport Equipment and Essential Navigation Aids".

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

- i) Rail track : 7.62 meters
- ii) Road : 5.00 meters

10. Documents required to be uploaded

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10.1 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)/ EGM08
- c) Undertaking 1A
- d) Authorization letter from the owner/lessee, in case the application is filed by a person other than owner/lessee

10.2 For Power Transmission Lines 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)/ EGM08 as required
- 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 Tension/High Tension Power lines above ground is not permitted within 1500 meters of the Inner edge of the approach and take-off climb surface.

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

Note:

1. Prescribed format in which Undertakings, authorisation and site co-ordinates and site elevation are to be submitted are available in website nocas2.aai.aero under >>Useful and Important Links>>Undertakings and Authorisation.
2. Undertaking 1A and Authorisation Letter, has been clubbed together.
3. Scanned copies of the documents are required to be uploaded in pdf/jpg format with maximum size of 500 kilo byte each.

11. Site Elevation and Site Coordinates



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- 11.1 It is mandatory for the applicant to enter the site coordinates in WGS-84 and site elevation in meters AMSL/ EGM08 as required by AAI in NOCAS Application.
- 11.2 If the plot size is more than 300 Square Meters, WGS-84 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.
- 11.3 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.
- 11.4 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.
- 11.5 The maximum Site elevation of the plot will be taken into consideration for the issue of NOC, hence site elevation of the highest point should also be entered if it is higher than the site elevation of the corners of the plot.
- 11.6 Coordinates 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.
- 11.7 The Site coordinates and Site elevation certificate in prescribed **format only** may be obtained from government approved departments / agencies, urban local body authorized licensed surveyors / engineers and authorized AAI Empaneled Surveyors in prescribed format only. list of AAI empaneled surveyors is available in the NOCAS website

Note: In addition to the above, if the Airport Director deems fit, the AAI surveyor posted at that airport may be deputed to issue the site elevation and coordinates certificate, upon receipt of request and fee from the applicant. However, such certificates issued by the surveyor, shall be counter-signed by the APD or his nominee in the aerodrome safeguarding team.

12. Accuracy requirement

- 12.1 The vertical accuracy requirement for site elevation is 0.5 m AMSL and position accuracy should be within 3 meters. The accuracy requirement for WGS-84 Coordinates is 1/10th of a second in the format of DD MM SS.s.

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12.2 Accuracy requirement for top elevation of structures/buildings shall be same as site elevation i.e. 0.5 m AMSL.

12.3 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.

13. Integration of NOCAS with Local Urban Bodies (ULBs) website

13.1 NOCAS has been integrated with web service of various Urban Local Bodies (ULBs), the earliest being MCD in 2016. Integration request from other local bodies are being handled in a phased manner.

13.2 AAI shall enter into an 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 the DO concerned and DoAS CHQ. This is with the view to ensure effective integration, as also the effective implementation of CCZM by the ULB, as mandated by GSR751(E).

13.3 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.

13.4 Standard Operating Procedures in this regard are available on NOCAS website.

13.5 A similar arrangement of integration is in place for SACFA Mast cases in which NOC is issued to SACFA by AAI.

13.6 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.

Note: However, the feature of Deemed issue of NOC shall be effective NOT from day one of integration, but from a mutually agreed date as indicated in the MoU. This basically will depend on satisfactory processing of NOC application through the server integration.

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



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14. NOC Format

- 14.1 No Objection Certificate (NOC), rejection or the auto settle statement shall be issued in the standardised bilingual format generated through NOCAS.
- 14.2 Applicant/Municipal Corporation/Committee of the City/Town and the Airport Operator may download the NOC letters from the NOCAS website <https://nocas2.aai.aero/nocas> from "View Issued NOC" or "View Auto Settle NOC" links. NOCs may be sent through email if a request for the same is received at AAI CHQ on email id: nocashelp@aii.aero.

15. Validity & Revalidation of NOC

- 15.1 No Objection Certificate once issued shall be valid for a period of eight years from the date of issue of such certificate and shall be extended for a maximum period of twelve years from the date of issue of such certificate.

15.2 Revalidation

- 15.2.1 All duly issued NOCs for Height clearance will be considered for revalidation, if applied for.

- 15.2.2 An NOC shall not be considered as duly issued NOC, if,

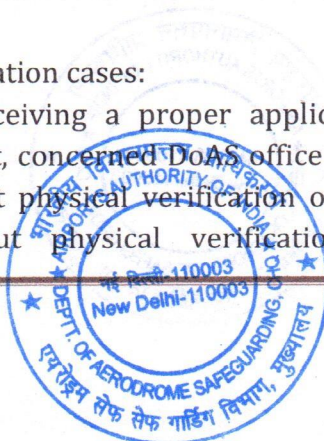
- The data or documents submitted by the applicant while obtaining the NOC is found to be incorrect which has affected the calculation of permitted top elevation.
- Any relevant and approved AGA, CNS or PANS-OPS criteria were not considered by the Designated Officer while issuing the NOC which has affected the permitted top elevation.

- 15.2.3 All cases of Revalidation shall be governed by the provisions of GSR 751(E) as amended by GSR 770(E) and other circulars/guidelines issued from time to time.

Note: In all revalidation cases:

- After receiving a proper application for revalidation from the applicant, concerned DoAs office shall request Airport Operator to carry out physical verification of the site. Airport Operator shall carry out physical verification, preferably in presence of

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owner/representative of the developer and submit the report to the concerned DoAS office.

b) Height of the building shall not be reassessed.

15.3 An undertaking on Form 1C (Annexure-1C), available at <https://nocas2.aai.aero/nocas> shall be submitted by the applicant along with online revalidation application.

15.4 Revalidation of NOC where height has been cleared after an Appeal/aeronautical study/ shielding study shall be processed by the DoAS Section at AAI CHQ.

15.5 In case of transfer of property to new owner/lessee, NOC for height clearance is deemed transferred to the new Owner/Lessee. The new owner/lessee is bound by the all the terms and condition of the NOC.

16. Review of NOC Application

16.1 An applicant may file review application, once only, within the validity period of NOC for height clearance, with designated officer with undertaking 1D in the following circumstances:

- i) Applicant does not get the requested height for his proposed structure; or
- ii) NOC has been issued for the requested height, but applicant wishes to apply for more height;

16.2 NOC Review cases shall be dealt by the concerned DoAS office. NOCC shall reassess to resolve such review cases expeditiously.

17. Appeal to the Appellate Committee

17.1 If an applicant is not satisfied with the height granted by the Designated Officer, he/she may appeal to the Appellate Committee for higher height within NOC validity period. The appeal procedure is detailed in ADSAC 8 of 2020.



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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 four 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 cases	Within five working days from the date when the application has been referred to 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 Aerodrome Safeguarding manual.

20. Document Control and feedback:

This ADSAC has been issued by the office of ED (ATM-DoAS) with the concurrence of Directorate of ASM and Directorate of CNS (OM) AAI. Any feedback, suggestion or error in this document may be brought into the notice of GM (DoAS) at AAI CHQ at gmndoaschq@aai.aero.



(J.P. Alex)

Executive Director (ATM-DoAS)



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Distribution:

1. All REDs/All APDs of AAI.
2. Chief Executive Officers of all Joint Venture Airports.
3. In-Charge of all licensed Private and State Govt. Airports including RCS Airports.
4. AAI website/nocas2.aai.aero/nocas