



## ALL OPERATOR'S LETTER (AOL 073)

**Circular Ref:** NCAA/DAWS/AD.1104/AOL 073/Vol.1

**Date:** 19<sup>th</sup> March, 2019  
**To:** All Aircraft Operators  
**From:** Directorate of Airworthiness Standards  
**Attn:** Quality Manager  
**Subject:** AVIATION INSURANCE CERTIFICATE

### Preamble

The Nigeria Civil Aviation Regulations (Nig.CARs) Parts 18.11.4 and 18.11.5 require airlines and other allied service providers to ensure payment of insurance premiums as at when due, and submit to the Authority copies of valid insurance certificates, evidence of payment of premiums and policy documents.

In addition, Nig.CARs 18.11.2 stipulates that no person shall operate any aircraft in public air transport category without adequate and valid Insurance.

Notwithstanding this requirement, the Authority is becoming increasingly concerned that many aircraft owners and operators have not been submitting copies of these documents as required, and that many aircraft operators possess insurance certificates indicating that they are valid whereas the insurance premiums are not paid as at when due.

Arising from the above, this All Operators' Letter is being issued to bring this situation to the attention of aircraft operators in Nigeria, and to convey the Authority's policy regarding compliance with this requirement.

### Action Required

In view of the above observation, all aircraft operators and owners are required to submit the following **Hull, Passenger, Baggage and Third Party Liability Aviation Insurance** documents to the Authority through the Directorate of Air Transport Regulation (DATR):

Corporate Headquarters : Nnamdi Azikwe Int'l Airport, Domestic Wing, Abuja.

Tel : +234 (1) 7610041, +234 (1) 7610042, +234 (1) 7610043, +234 (1) 7610044, Tel/Fax : +234 807 729 1113.

Lagos Office: AVIATION HOUSE, Murtala Mohammed International Airport (MMIA) Domestic Wing, Ikeja.

Tel: +234 (1) 4721521 Fax: +234 (1) 2790421 Consumer Protection: +234 (1) 7607286 (24hrs); Airworthiness: +234 (1) 4734482;

Licencing: +234 (1) 7739972; Operations: +234 (1) 4714339; Switch Board: +234 (1) 7610036, +234 (1) 7610037.

Email: [info@ncaa.gov.ng](mailto:info@ncaa.gov.ng) Website: [www.ncaa.gov.ng](http://www.ncaa.gov.ng)

1. Duly signed annual Insurance policy documents showing the names and signatories of the subscribing local and foreign underwriters on the policy, indicating the percentage of risks covered by each;
2. Duly signed certificate(s) of insurance issued by the lead local underwriter in respect of the aircraft in the airline's fleet;
3. Schedule of payment of premium on the policy;
4. Evidence of up-to-date payment of premium on the policy;
5. Evidence of commitment from the foreign re-insurance company, to create an indemnity for compensation in case of accident.

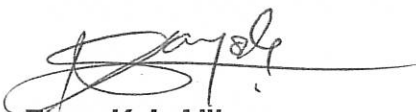
*Note: Soft/e-copy of the above documents may be submitted via the email address: [aviationinsurance@ncaa.gov.ng](mailto:aviationinsurance@ncaa.gov.ng)*

It is the responsibility of the aircraft operator to ensure that the insurance information on file with the Authority is complete and correct at all times. Further guideline on the minimum requirements for aviation insurance certificates may be found in the Civil Aviation Act 2006 Paragraph 74 and Nig.CARs Part 18.11.

Please, be reminded that failure to comply with this requirement is treated as serious violation in accordance with the provisions of Civil Aviation Act 2006 Paragraph 74 subsections (2 & 4) viz: refusal, suspension or revocation of the permits to operate the air transport services or service in question, and payment of a stipulated fine.

In addition, issuance/renewal of aircraft Certificate of Airworthiness may be kept on hold until the above is complied with.

Please, be guided accordingly.



**Engr. K. I. Ajiboye**  
**General Manager, Airworthiness Standards & Approvals**  
**For: Director General.**