



NCAA

# NIGERIAN CIVIL AVIATION AUTHORITY

P.M.B. 21029, 21038, IKEJA-LAGOS.

OFFICE OF THE DIRECTOR-GENERAL

## ALL OPERATORS LETTER (DG 006/20)

Ref: NCAA/DG/AIR/11/16/109  
Date: 24 March 2020  
To: ALL NIGERIAN OPERATORS AND FOREIGN OPERATORS FLYING INTO NIGERIA  
From: NIGERIAN CIVIL AVIATION AUTHORITY  
ATTN: ACCOUNTABLE MANAGER /COUNTRY MANAGER  
Subject : **THE PROTOCOL FOR THE OPERATION AND HANDLING OF CARGO AND OTHER ESSENTIAL FLIGHTS.**

Further to our earlier letter on restriction of international flights into Nigeria, you are hereby directed to adhere strictly to the following protocol. Any deviation to these protocols will not be accepted.

- 1) Reinforced crew for immediate return
- 2) Crew should wear face mask(N95) and hand gloves
- 3) There will be no servicing of aircraft (catering, water, trash etc.) with exception of aircraft fueling. Aircraft fueling to be accomplished with flight crew on board.
- 4) Contact between flight crew and ground staff prohibited and social distancing must be observed between flight crew and ground staff during walk around.
- 5) Use of electronic flight plan facilities in Abuja, Lagos and Port-Harcourt to forward documents to flight crew including clearance, flight plans and other documents.

Please be guided accordingly.

**Captain Musa S. Nuhu**  
Director General/CEO

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

**Tel:** +234 (1) 7610041, +234 (1) 7610043, **Fax:** +234 807 729 1113

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

**Tel:** +234 (1) 2790439; **Tel/Fax:** +234 (1) 2790421; **Consumer Protection:** +234 (1) 7607286 (24hrs);

**Airworthiness:** Tel: +234 709 104 8830; **Fax:** +234 (1) 7610044; **Licensing:** +234 (1) 7739972; **Operations:** +234 (1) 7614073

**Switch Board:** +234 (1) 7610036, +234 (1) 7610037; **Email:** info@ncaa.gov.ng; **Website:** www.ncaa.gov.ng