

Curriculum Vitae For Consultant

Name of Consultant	Ritta Khiba
Date of birth	25/01/1970
Nationality	Namibia
Membership of professional bodies	<ul style="list-style-type: none"> • International Association for Public Participation – Member • Namibia Council of Regional Planners NITRP (President 2021) • Namibia Institute of Town & Regional Planners – Membership No. 015 • South African Institute of Black Property Practitioners – Membership No. 2020/483

Key qualifications (relevant to the project)		<ul style="list-style-type: none"> • Years within the firm 12, • 18 years of experience in Namibia in town and regional planning field and environmental management field activities. • Over 12 years' professional experience in town and regional planning field • Held positions of lead consultants in various town planning related responsibilities such as township establishments, rezoning, amendment schemes, subdivision, consolidations, and most recent structure plan • Over 6 years' professional experience in the environmental and social management field 	
Task	Responsibility	Date	Location
Township Establishments	<ul style="list-style-type: none"> • Conducted spatial analysis of the site • Overseen Township subdivision plans • Preparation of Need and Desirability Applications • Preparation of Township Establishment Applications for submission to Council and URPB • Design of township layouts • Environmental Impact Assessment • Prepared Special Power of Attorneys 	2021	Block Construction, Extension 14 Gobabis
		2021	Kuda Washe Investements, Extension 15 Gobabis
		2021	Donkerhoek, Kalkrand
		2021	Remainder of Portion 24 of Farm Augeigas No. 34
Rezoning	<ul style="list-style-type: none"> • Conducted spatial analysis of the site. • Prepared Special Power of Attorneys. • Notified neighbours (personally or via registered mail); and general public. • Placed notices on sites & municipal notice boards • Responded to objections, if any. • Prepared zoning plans. • Prepared applications for submission to Council & URPB 	2023	Erf 2219 Hentiesbaai
		2023	Erf 33 Arandis
		2021	Erf 3595, Windhoek
		2022	Erf Re 99, Klein Windhoek
		2020	Erf 364 Oshakati
		2020	Erf 3867 Windhoek
2020	Erf 1860 Windhoek		
Subdivision	<ul style="list-style-type: none"> • Conducted Spatial analysis of the site • Prepared Special Power of Attorneys • Designed subdivision Plans 	2023	Erf 2219 Hentiesbay
		2021	Erf 5425 Khomasdal
		2020	Erf 2493 Windhoek Farm 36, Gammass Erf 727 Kleine Kuppe Extension 1

	<ul style="list-style-type: none"> Prepared applications for submission to council and URPB <p>Prepared the need and desirability to subdivide into 11 erven</p>	2020	Erf 753 Kleine Kuppe Extension 1 Erf 2399 Hentiesbaai
Consolidation	<ul style="list-style-type: none"> Conducted Spatial analysis of the site Prepared Special Power of Attorneys Prepared consolidation plans <p>Designed consolidation plans</p>	2021	Erf 442 to 443 Erf 306 Otjiwarongo
Consent	Prepared consent application for submission to Council	2020 2018 2023	Erf 7696 Windhoek Erf 7584 Windhoek Erf 6320 Windhoek Erf 2226 Windhoek
Upgrading of Informal Settlement	<ul style="list-style-type: none"> Prepared applications for submissions to Council Overseen and Advised upgrading projects Conducted Socio-Economic Surveys and Profiling <p>Reported to objectives</p>	2021/3 2020 2014 2014	Erf 150 Kalkrand Extension 6 & 7 Otjomuise, Sewende and Agste Laan Kilimanjaro and Babilon Okuryangava
Other Planning Activities:	<ul style="list-style-type: none"> Mass Housing Technical Committee Member: Terms of Reference Mentoring, Supervision of Town Planning Officer (also as part of being a member of council (Registrar) Spatial Development Framework of the City of Windhoek Rezoning and Alteration of Title Deed Conditions and Incorporations (Ptn 2030, 140 and Remainder) of Portion 72 of the Farm Townlands of Gobabis <p>Review of the Swakopmund Town Planning Scheme</p> <ul style="list-style-type: none"> Provision of town planning service for Keetmanshoop Municipality 	2014 2012-2021 2020-2021 2020 2019-2021	Windhoek Ritta Khiba Planning Consultants & Namibia Council of Town and Regional Planners Windhoek (In cooperation with Urban Dynamics/City of Windhoek Gobabis Swakopmund (in cooperation with Barrie Watson Town and Regional Planners)

Education: (pertinent to task)

Institution	Date from	Date to	Degree(s) or diploma(s) obtained
University of Stellenbosch, South Africa., (2015)	(02/01/2014)	(31/12/2015)	Post Graduate Diploma – Environmental Management
University of Orange Free State, South Africa (2006)	(02/01/2003)	(31/12/2006)	Masters in Town and Regional Planning

Employment record

Date from	Date to	Position	Institution	Description
2011	On Going	Town and Regional Planner	Ritta Khiba Planning Consultants, Windhoek, Namibia	<ul style="list-style-type: none"> • Design townships, subdivision and consolidation layouts • Prepare planning applications for submission to Council and URPB • Formulate and revise of policies/ spatial development frameworks (including structure plans) • Conduct feasibility, demographic, market analysis and urban capacity studies. • Design town planning informational brochures that are understandable by the public. • Provide electronic systems that streamline planning processes • Provide training on various matters pertaining to urban and regional planning. • Prepare Environmental Impact Assessment
2010	2015	Lecturer	Namibia University of Science and Technology, Windhoek, Namibia	<ul style="list-style-type: none"> • Prepare and deliver teaching material to Town and Regional Planning programmes
1996	2007	Town Planner Officer	City of Windhoek, Windhoek, Namibia	<ul style="list-style-type: none"> • Prepare Rezoning, Consolidation and Subdivision applications • Development Control • Coordinated land use development and projects • Assessed various erf sale and lease applications • Assessed various planning applications • Undertook Socio-Economic Surveys • Other Town and Regional Planning Work
1995	1995	Administrative Officer	Institute of Leadership and Management Training, Namibia	<ul style="list-style-type: none"> • SME Administrator • Accounts and admin
1990	1995	Sergeant	Namibian Police	<ul style="list-style-type: none"> • Law enforcement • Airport Security Control • Public relations • Administrative work

Language skills: Indicate competence from A1 (beginner) to C2 (proficient)

Language	Reading	Speaking	Writing
English	C	C1	C1
Afrikaans	C	C1	C1
Oshiwambo	1	2	2
Damara	1	2	2
Herero	1	2	2

Certification

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and experience.

Date:

05/03/2026

Signature:



Full Name of Consultant:

Ritta Khiba (of Ritta Khiba Planning Consultants CC)