



**REPUBLIC OF NAMIBIA**  
Ministry of Environment, Forestry & Tourism

2026-04-28

Dear Mercutio Mowes,

This email serves to inform you that your application **APP-007374** has been verified

Taking the following into considerations:

- Location of the project
- Scale of operation of the project

Please upload the following documents:

- Scoping Report
- EMP
- Confirmation of screening notice received (through email) in terms of assessment procedures (Section 35 (1)(a)(b) of the Environmental Management Act, No 7 of 2007)
- Preliminary Site Map (Project boundaries) with coordinates (decimal degrees) and a Legend
- CV of Environmental Assessment Practitioner (EAP)
- Declaration for the Submission of Assessment Reports and other Support Documents (upload Declaration Form from [www.eia.mef.gov.na](http://www.eia.mef.gov.na) (downloads))
- List of all persons, organisations and organs of state that were registered in terms of regulation 22 as interested and affected parties in relation to the application
- Proof of written notice to the owners and occupiers of land adjacent to the site where the activity is or is to be undertaken or to any alternative site
- Proof of written notice to the local authority council, regional council and traditional authority, in which the site or alternative site is situated; and consent obtained
- Proof of written notice to any other organ of state having jurisdiction in respect of any aspect of the activity;
- Copies of the minutes of any meetings held by the proponent with interested and affected parties and other role players which record the views of the participants
- Copies of any representations, objections and comments received in connection with the application or the scoping report
- Upload proof of payment (Revenue Stamps)
- Notice board installed at the site of the proposed activity — minimum dimensions 60 cm x 40 cm, clearly visible, accessible, and in a prominent position
- Newspaper advertisement placed once a week for two (2) consecutive weeks, circulated widely in Namibia and contains project description, location, reference number, how to register as I&AP, and closing date for registration
- Attendance registers for all meetings, signed with clear contact details

Please login onto our portal to upload required documents, if any  
<https://eia.met.gov.na>

NB- for the purpose of Section 38 of the Environmental Management Act, 2007 read with Regulation 4(d), kindly forward copies of all

5/6/26, 11:09 AM

FW: Your application is verified - jkondja@gmail.com - Gmail

relevent documents i.e (application forms, EIA, Scoping reports, EMP etc) to the office of the Environmental Commissioner

Thank you

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Phillip Troskie Bulding  
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Correspondences can be done on the portal or please use  
[eia@met.gov.na](mailto:eia@met.gov.na)