

CC/2020/0010007

Date: 12 August 2025

Office of the Chief Executive Officer
The City of Windhoek
P. O. Box 59 Windhoek, Namibia
Attention: Mr. Moses Matyayi



Dear Sir

Re: Written notice to any other organ of state having jurisdiction in respect of any aspect of the activity for The Dairy Processing Facility in Avis, Windhoek, Khomas Region, Namibia – Application for the Renewal of Environmental Clearance Certificate (ECC), ECC No. APP-3258, ECC Application No. APP-006214

Namibia Dairies (Pty) Ltd has appointed Serja Hydrogeo-Environmental Consultants CC (Serja HGE Consultants) to apply for the renewal of the Environmental Clearance Certificate (ECC) of their Dairy Processing Facility in Avis, Windhoek, Khomas Region (*the project*). The Facility was issued an ECC on the 02nd of November 2022 (Annexure 1) upon approval of a 2022 Environmental Scoping, Impact Assessment, and Management Plan (EMP) by LM Environmental Consulting. The ECC application was done following the 2012 EIA Regulations of the Environmental Management Act (EMA) No. 7 of 2007. The ECC will expire on the 02nd of November 2025. Thus, a renewal application is submitted for timely evaluation and consideration of a new ECC to continue with the project activities.

Subsequently, an ECC renewal application has been launched on the ECC Portal for screening, verification, and **a date-stamped and or signed proof of written notice to the City of Windhoek** is required by the Environmental Commissioner to accompany the ECC Renewal Application for evaluation and consideration of the ECC renewal.

It is against this background that Serja HGE Consultants hereby submit this letter, which serves as proof of written notice to your office for signature and or date stamped as proof of receipt. Should you have comments, kindly share them with us in writing, or comments can be forwarded directly to the Office of the Environmental Commissioner at the Department of Environmental Affairs & Forestry of the Ministry of Environment, Forestry & Tourism (MEFT).

Yours sincerely,

Ms. Fredrika Shagama: Principal Environmental Assessment Practitioner & Hydrogeologist

Serja Hydrogeo-Environmental Consultants CC

Mobile No: +264 (0) 81 407 5536 / +264 81 749 9223; Email: fredrika@serjaconsultants.com