

Date: 30 March 2026

To: Mr Timo Mufeti  
Environmental Commissioner  
Ministry of Environment, Forestry and Tourism (MEFT)  
Department of Environmental Affairs (DEA)  
Private Bag 13346  
Windhoek

Attention: Sir

**CLARIFICATION ON THE COPIES OF THE MINUTES OF ANY MEETINGS:  
APPLICATION FOR AN ENVIRONMENTAL CLEARANCE CERTIFICATE: APP-**

With reference to our application for the Environmental Clearance Certificate (*Application No: APP-007127*) for Portion A (A Portion of Erf No. 3785), Narraville Extension 7, Walvis Bay, we wish to clarify the matter regarding the requirement for copies of the minutes of meetings held with interested and affected parties and other role players which record the views of the participants.

During the public consultation period, no key stakeholder or public engagement meetings were held. This is because no objections or comments were received from registered interested and affected parties through either the Municipality of Walvis Bay or Harmonic Town Planning Consultants during the advertisement and consultation period.

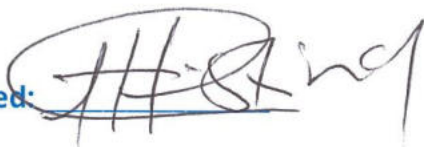
In light of the above, there were therefore no meetings convened from which minutes could be recorded. We kindly request the Ministry to consider this explanation and proceed with the evaluation and approval of the application in the absence of such minutes. Please do not hesitate to contact should any additional information or documentation be required.

I trust that my application will receive your positive consideration.

Yours in planning,

*Mr. Harold Kisting*

Signed:



✉ [hkisting001@gmail.com](mailto:hkisting001@gmail.com)  
[hkisting@namibnet.com](mailto:hkisting@namibnet.com)  
☎ (061) 238 460  
☎ (Fax) 088 646401

Office 76B Pasteur Street, Windhoek West,  
Box 3216, Windhoek