Environmental Management Plan
(EMP)

To Support an Application for an Environmental Clearance Certificate (ECC) for the Operation of an Existing Fuel Retail Outlet and Related Amenities

No. 92 Wilhelm Zeraua Road
Omaruru
Erongo Region

THE PROPONENT

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APP007268

Final Report

April 2026

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INFORMATION SHEET	
Project Title Name	An Environmental Management Plan (EMP) Report in Support of an Application for an Environmental Clearance Certificate (ECC) to Permit the Operation of an **Existing** Fuel Retail Outlet and Related Amenities. OMARURU Erongo Region
MEFT Application No.	**APP007268**
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ABBREVIATIONS AND ACRONYMS

Acronyms	Expansion
EC	Environmental Commissioner
ADO	Automobile Diesel Oil
ECC	Environmental Clearance Certificate
EIA	Environmental Impact Assessment
EMA	Environmental Management Act (Act No. 7 of 2007)
EMP	Environmental Management Plan
EMS	Environmental Management System
FRO	Fuel Retail Outlet
GG	Government Gazette
HDPE	High Density Polyethylene
HSSEQC	Health, Safety, Security, Environment, Quality – Management System
IAPs	Interested and Affected Parties
m^3	Cubic meter
MEFT	Ministry of Environment, Forestry and Tourism
MIME	Ministry of Industries, Mines and Energy
MSDS	Material Safety Data Sheet
NamRA	Namibia Revenue Authority
NSI	Namibia Standards Institute
OEC	Office of the Environmental Commissioner
OEW	Omaruru Engineering Workshop
PC	Petroleum Commissioner
PPE	Personal Protective Equipment
PPM	Parts Per Million
PV	Photovoltaic
SANS	South African National Standards
SAR	Scoping Assessment Report
SHE	Safety, Health & Environment
SME	Small and Medium Enterprises
ULP	Unleaded Petrol
UNESCO	United Nations Educational, Scientific and Cultural Organisation
USTs	Underground Storage Tank(s)
VOC	Vapour Organic Compounds
WC	Water Closet
WHO	World Health Organisation

DEFINITION OF TERMS

TERM	EXPANSION
Alternatives	Alternatives are different ways to achieve the same project objective, including options for location, design, technology, or scale, along with a 'no-action' alternative.
Construction Phase	The phase of a project which precedes the operational phase, during which project facilities and infrastructure are assembled and installed on their foundations, and connected and tested, to ensure that they operate as designed.
Cumulative Impacts	In relation to a project activity, means how the combined effects /impacts of a particular project interact and accumulate over time and space with other past, present or future actions to affect an ecosystem or community.
Emergency Plan	A plan in writing that on the basis of identified potential incidents at the installation together with their consequences, describes how such incidents, and their consequences should be dealt with, both on site and off site.
Environment	As definite in the Environmental Management Act means the complex of natural and anthropogenic factors and elements that are naturally interrelated and affect the ecological equilibrium and the quality of life, including – (a) the natural environment that is land, water, and air, all organic and inorganic matter and living organism and - (b) the human environment that is the landscape and the natural, cultural, historical, aesthetic, economic and social heritage and values.
Environmental Component/Aspect	An attribute or constituent of the environment (i.e. air quality; waste management, seismicity, soil, groundwater; terrestrial ecology, noise, traffic, socio-economic) that may be impacted by the proposed project.
Environmental Impact	A description of the potential effect or consequence of an aspect of the development on a specified component of the biophysical, social or economic environment within a defined time and space.
Environmental Management Plan (EMP)	A working document which contains site specific plans to ensure that environmental management practices to eliminate and control environmental impacts are followed during the developmental phases of that site, project and or facility and would normally consist of construction phase, operational phase and decommissioning phases.
Environmental Monitoring	Means collection, evaluation and summarization of environmental data by continuous or periodic monitoring of certain qualitative and quantitate indicators characterizing the state of environmental components and their modification as a result of the impact of natural and anthropogenic factors.
Hazardous Waste	Any waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical or toxicological characteristics of that waste, have detrimental impact on health and the environment.
Industrial Waste	Means waste generated as a result of business, commerce, trade, wholesale, retail, professional, manufacturing, maintenance, repair, fabricating, processing or dismantling activities, but does not include domestic waste, garden or bulky waste, builders' waste or health care risk waste.
Interested and Affected Parties	All persons who may be affected by the project either directly or indirectly, or who have an interest or stake in the area to be affected by the project, including neighbouring landowners & Road Fund Administration.
Material Safety Data Sheet	According to ISO 11014, a material safety data sheet (MSDS) is a document that containers information on the potential health effects of exposure to chemicals, or other potentially dangerous substances and on safe working procedures when handling chemical products. It is an essential starting point for development of a complete health and safety program. It contains hazard evaluations on the use, storage, handling and emergency procedures related to that material. The MSDS contains much more information about the material than the label and it is prepared by the supplier. It is intended to tell what the hazard of the product are, how to use the product safely, what to expect if the recommendations are not followed, what to do if accidents occur, how to recognize symptoms of overexposure and what to do if such incidents occur.
Mitigation	Measures designed to avoid, reduce or remedy adverse impacts.
Non-compliance	Issues that are in direct non-compliance with the requirements, commitments and/or management measures as approved in the EMP.
Operational Phase	The phase of a project during which the newly constructed facility/tanks, pipelines, gantries and associated facilities are operated.
Proponent	An organisation (private or public) or an individual who intends to implement a development proposal. As definite in the Environmental Management Act, the proponent is a person who proposes to undertake a listed activity.
Risk	Risk is the measure of the consequence of a hazard and the frequency with which it is likely to occur. Risk is expressed mathematically as: Risk = Consequence x Frequency of Occurrence.
Risk Assessment	The risk assessment is the process of collecting, organising, analysing, interpreting, communicating and implementing information in order to identify the probable frequency, magnitude and nature of any major incident which could occur at a major hazard installation, and the measures required to remove, reduce or control the potential causes of such an incident.

Scoping	The preliminary stage during which key environmental issues and impacts of a proposed project are defined. It involves identifying potential effects, deciding which topics need further assessment, and outlining the methodology for the assessment to focus the study on the most significant environmental issues and reduce uncertainty. The results of a scoping are frequently used to prepare Terms of Reference for the specialized input into the full EIA.
Sensitive Area	An area or environment where a unique ecosystem, habitat for plant and animal life, wetlands or conservation activity exists or where there is high potential for ecotourism
Significance Impact	Means an impact that by its magnitude, duration, intensity or probability of occurrence may have a notable effect on one or more aspects of the environment.
Stakeholder	Stakeholders are divided into two classes – statutory stakeholders (i.e. MEFT, Ministry of Labour, etc. and non-statutory stakeholders who could be interested and affected parties (IAPs). IAPs could be those public members whose interests may be positively or negatively affected by the project and/or who are concerned with the project/activities and its consequences.

1 BACKGROUND

1.1 Introduction

This Environmental Management Plan (EMP) is prepared to serve two purposes:

Firstly, to support an application for an Environmental Clearance Certificate (ECC) to allow and realign the continued operations of an **existing** fuel retail outlet (FRO) with the provisions of the Environmental Management Act (EMA) (Act No. 7 of 2007) and Environmental Impact Assessment (EIA) regulations as per GG No. 4878 of February 2012.

Secondly, to serve as an environmental management tool that is used to prescribe management actions to prevent or reasonably avoid adverse environmental impacts, and to enhance the positive environmental benefits associated with the operational activities of the aforesaid FRO. In the EMP, measures have been described that need to be taken to ensure that Duty of Care is bestowed upon those who cause or have caused or may in future cause pollution or degradation of the environment, as outlined in the provisions of EMA.

1.2 Particulars of the Applicant

The particulars of the ECC applicant are presented in Table 1 below:

Table 1: Particulars of the Applicant

Details of the Applicant / Promoter	
Registered Name	Omaruru Engineering Workshop CC
Registration Number	CC/2001/2217
Trading Name	OEW Shell Services Station
Representative & Designation	Anke Nel (Ms) Managing Member /Owner
Contact Details of the Representative	Mobile: 081 129 5336 Fax: 064 570 011 Email: workshop@oew.com.na
Postal Address	Box 56 OMARURU Namibia
Physical Address	No. 92 Wilhelm Zeraua Road Omaruru Central Business District OMARURU
GPS Coordinates	-21.414831 S 15.960637 E

1.3 Listed Activity

OEW, the applicant of the ECC has been operating an FRO situated at the location as listed in Table 1 above for many years before the promulgation of EMA and EIA regulations gazetted in February 2012 (GG No. 4878). The sections of EMA applicable to the application are presented in Table 2.

At the commencement of EMA in February 2012, section 57 allowed any person, undertaking a listed activity for which an ECC is mandatory, a period of 12 months in which to comply with the Act. This was an oversight on the part of OEW. It is therefore the intention of the applicant to urgently rectify the situation by becoming compliant with applicable legislations and regulations applicable to its sphere of operation. To this end, OEW has appointed Ekwao Consulting to facilitate its ECC application with the Office of the Environmental Commissioner (OEC).

Table 2: Listed Activity for Which Compliance is Sought

Listed Activity	Relevancy to Project
Main Category : Hazardous Substances – Treatment, Handling and Storage	
9.1 The manufacturing, storage, handling or processing of a hazardous substance defined in the Hazardous Substances Ordinance, 1974.	Fuel is considered a hazardous material and dangerous good due to its high flammability and potential health risks.
9.2 Any process or activity which requires a permit, license or other form of authorisation, or the modification of or changes to existing facilities for any process or activity which requires an amendment of an existing permit, license, or authorization or which requires a new permit, license, or authorization in terms of a law governing the generation or release of emissions, pollution, effluent, or waste.	A Fuel Retail Licence granted in terms of the Petroleum Products and Energy Act and Petroleum Products Regulations is required to operate a fuel service station The applicant is compliant in that a FRL has been granted (Licence No. R/146/2001)
9.4 The storage and handling of a dangerous goods, including petrol, diesel, liquid petroleum gas or paraffin, in containers with a combined capacity of more than 30 cubic meters at anyone location.	Petrol and diesel are the core products stored and handled
9.5 Construction of filling stations or any other facility for the underground and aboveground storage of dangerous goods, including petrol, diesel, liquid, petroleum, gas or paraffin.	The construction of the facility was done prior to the enactment of EMA. The application is intended to realign and achieve compliance with the provisions of EMA

After consulting with OEC on the application for OEWs ECC, a screening notice was issued indicating that an EMP for the FRO should be prepared. The application was allocated the number of **APP007268.** In the Screening Notice provided, the OEC has requested for notifications to be made to the local authority (Omaruru Municipality) as well as to the neighbouring property owners. Proof of notifications is provided in **Appendix C.**

As regards to the neighbours – the applicant would appear to own the properties around the FRO with the exception of the property on the left. The property is owned by persons who live abroad (Poland) and only visit Namibia for about three months each year.

The applicant is compliance with these regulations/laws:

A Fitness Certificate attached in **Appendix A** has been granted by the Omaruru Municipality which confirms compliance with Municipality bylaws. The attached Fitness Certificate has expired on 31 March 2026, however, a renewal application has been submitted to Municipality.

A Fuel Retail Licence attached in **Appendix B** has been issued by the MIME in terms of the provisions of the Petroleum Products Regulations and Petroleum Products and Energy Act

1.4 Rationale for the EMP

The rationale of the EMP is, normally to translate the findings of the EIA into actions, hence providing a roadmap on how to manage the negative impacts (mitigate or rehabilitate) and to enhance positive impacts associated with the implementation of a particular project. The EMP ensures that compliance with applicable laws is maintained throughout the various phases of the project (design, construction, operation and decommissioning).

The aim of an EIA is to protect the environment by ensuring that the OEC when deciding whether to grant an ECC does so with all the details of the likely significant effects on the environment, and takes this into account when making a decision to grant an ECC.

In terms of EMA, the environment is defined 'as the complex of natural and anthropogenic factors and elements that are naturally interrelated and affect the ecological equilibrium and the quality of life, including –

- The natural environment that is land, water, and air, all organic and inorganic matter and living organism, and
- The human environment that is the landscape and the natural, cultural, historical, aesthetic, economic and social heritage and values.

1.5 Objectives of the EMP

This EMP is to serve as a standalone onsite source document focusing on the operational phase – the business phase of the FRO including any renovations, and routine maintenance that may be required from time to time, as well as the decommissioning should it become necessary within the validity period of the ECC.

In this regard, the EMP is to serve as a tool aimed at taking pro-active actions, by addressing potential problems before such problems actually occur. Amongst the goals and objectives of this EMP are therefore to:

- Avoid, minimise or correct disturbance of the ecosystems and loss of biodiversity.
- Avoid, minimise or correct pollution and degradation of the environment.
- Avoid or minimise waste, reuse or recycle waste where possible and to dispose of waste in a responsible manner.
- Apply a risk-averse and cautious approach.
- Anticipate and prevent negative impacts on the environment and on people's environmental rights. Where impacts cannot be prevented, such impacts must be minimised and mitigated.
- Maintain a high standard of housekeeping practices, and general neatness of the facility throughout its operational lifecycle.

LOCALITY MAP
An Existing Fuel Retail Outlet at Omaruru

Legend:

Project Site

Date	April 2026
Site GPS	-21.414831 S 15.960637 E

N	Omaruru Town
	1:2,500

Prepared by:

Ekwao Consulting

Figure 1: Project Site – Google Earth Image

Figure 2: View of the FRO seen from West to East

Figure 3: View of the FRO from East to West


Figure 4: View of the Main Road to the West

Figure 5: View of the Main Road to the East

2 DESCRIPTION OF THE DEVELOPMENT

2.1 Location of the FRO

The fuel retail outlet operated by OEW is located on 92 Wilhelm Zeraua Road – the main street through the town of Omaruru as more or less depicted on Google earth image presented in Figure 1 and other photographic images in Figures 2 to 4.

The site is situated in central business district of the town where it captures a significant number of the traffic entering the town in the western direction (coastal direction) and those entering from the eastern direction (central direction) including those traffic exiting or entering the town using the C36 route – the gravel road leading toward the settlements of Okombahe and Uis.

It is therefore one of the busiest sites in the town and has created a competitive environment that encourages service of the highest standards.

2.2 The Development Footprint

The information in this section was provided by the staff of the FRO and from site observation conducted on 2 April 2026. The fuel storage capacity of the site is presented in Table 3. Fuel is kept in a total of five underground storage tanks (USTs) from where it is conveyed to a set pumps installed on islands housed under two overhead canopies. One canopy is covering four pumps dedicated to dispersing fuel from UST#1 which caters for clients buying diesel in bulk, i.e. the local farmers and businesses with standby generators. The second overhead canopy is covering eight pumps which disperse fuel, both ADO and ULP to the traffic calling at the facility.

Table 3: The Initial Capacity of the FRO

Underground Storage Tanks (USTs)	Product	Capacity (liters)
UST #1	Automotive Diesel Oil (ADO) – 50 ppm	9 000
UST #2		23 000
UST #3		23 000
Total for ADO		**55 000**
UST #4	Unleaded Petrol (ULP)	23 000
UST #5		23 000
Total for ULP		**46 000**
Total Combined Fuel Storage Capacity		**101 000**

Standard items such as a spill control infrastructure and vent pipes to allow the release of pressure from USTs, preventing the risk of explosion or tank rupture have been installed and are functional.

The FRO applies sophisticated forecourt management system which ensures the following:

- Spill and overflow controls;
- Leak detection and response;
- Tank integrity and equipment (pump) testing is done in accordance with the maintenance schedule, and
- Fire protection include an electronic shut-off system and fire extinguishers.

OEW promotes itself as a one-stop facility offering an array of services which include:

- Mobi pay and Airtime City;
- Newspapers and Magazines;
- Take Away including Pizzas;

- 24/7 Fuel – ADO and ULP;
- Additives;
- Lubricants;
- Car care;
- Maintenance;
- Tyre repairs;
- Car wash;
- Ice cubes; and
- Clean restrooms and showers.

Omaruru Engineering Works, situated right next to the FRO offers various services to the local residents and neighbouring farming communities. These include tyre sales and repairs, electrical, exhausts, windscreens, small trucks, tractors, diagnostic testing, engine repairs and brakes.

Figure 6: Colour coded USTs

Figure 7: Vent pipes from the tanks

Figure 8: Fire extinguisher

Figure 9: Waste bin

Figure 10: Recyclable Waste

Figure 11*: Forecourt runoff water drainage channel*

Figure 12: Fire extinguishers & spill cleaning sand

Figure 13: Manhole cover for the runoff water storage chamber

Figure 14: Paratus fibre-optic network manhole cover

2.3 Existing Support Services and Infrastructure

2.3.1 WASTE FACILITIES

General waste from the FRO and the convenience shop is placed in separate waste bins and collected from the premises by Municipality for disposal on a weekly basis.

Hazardous waste which includes runoff from the forecourt surface floors, fuel delivery pavements, and car wash bays which contains oil, fuel, grease, and detergents is collected into an underground sealed chamber from where it is collected by the Omaruru Municipality for further treatment and safe disposal.

The FRO was constructed many years ago and does not have an onsite system, i.e. an oil-water separator designed to separate oil, fuel and suspended solids from the water before being recycled for reuse or discharged into the sewer system of Municipality.

2.3.2 POTABLE WATER

Water to the FRO is provided from the Omaruru Municipality water supply network. Being the oldest Municipality, the water infrastructure is reportedly under severe strain to cater for the town's growing population with leaking and breakdowns occurring more frequently.

2.3.3 SEWERAGE

Sewerage services on site is provided by the Omaruru Municipality. The sewerage system is also under severe strain, too old, and struggling to contain the current flow. Plans for its replacement are reportedly being considered by Municipality.

2.3.4 ELECTRICITY

Electricity at the site is provided by Cenored – the regional power distributor.

2.3.5 ACCESSIBILITY

The site has two frontages one along Wilhelm Zeraua Road which is the main street running through the town, and a short street road to the immediately east leading to the back of the workshop. Access to the site is therefore provided mainly from C33 route. The entire length of Wilhelm Zeraua Road is not a dual carriage way, but the section were the FRO is situated is a dual carriageway. Inbound traffic from the east (Kalkfeld direction) can also easily access the site via an access

2.3.6 STORMWATER

The town of Omaruru sources it water requirements from boreholes sunk on the banks of the ephemeral Omaruru River which crosses the town from east to west. A large bridge spans the wide riverbed at the southern entrance to the town. As such stormwater would naturally drain towards the river carrying with it waste contaminants with the potential to cause pollution and contamination to the river system.

2.4 Maintenance of the Tanks

The following pollution preventative measures are employed:

- USTs are maintained through a combination of routine physical inspections and periodic professional servicing to prevent potential leaks.
- Manual inventory reconciliation – fuel delivery, sales records and current tank levels are compared on a daily basis to spot possible discrepancies such as undetected leaks.
- Water accumulation in the tanks is regularly checked and removed promptly. Water can lead to fuel degradation and microbial growth, which can damage the entire storage system.
- USTs are also regularly checked and inspected for signs of corrosion, and when detected corrective measures are taken.

3 REGULATORY FRAMEWORK

For development to take place on a sustainable basis, government has formulated laws, rules and policies that require the implementation of all those projects that considered to have an adverse impact on the environment, to be preceded by an environmental scoping assessment. Some of the laws that are applicable to the activity envisaged by the promoter are as listed in Table 4.

Table 4: Legal Framework

Legislation	Main Aspects
The Constitution of Namibia	• Supreme law of the land. • Encourages the welfare of the people. • Provides for environmental protection. • Recognizes international agreements and corporations.
Environmental Management Act (Act. No. 7 of 2007)	• Provides for the definition of the environment. • Promotes and encourages sustainable management of the environment when natural resources are exploited/extracted for the benefit of the residents/citizens. • Provides for a process of assessment and control of activities that are likely to pose significant effects on the receiving environment.
Environmental Management Regulations (GG No. 4847 of February 2012)	• Heralded the implementation of the EMA almost five years after the Act was approved by the legislature; • Presents a list of activities that require an ECC prior to commencement, and • Regulates and provides guidelines on how EIAs must be conducted.
Petroleum Products Regulations and Petroleum Products and Energy Act (GG Notice 2000)	The Act regulates the licensing and certification of fuel outlets including related facilities such as FROs, LGP bottling plants, etc. **Section 3 (1)** states that (1) No person shall • operate a retail outlet or conduct the business of a wholesaler, unless authorised to do so under a retail license or wholesale license; • operate a consumer installation, unless authorised to do so under a certificate, and • shall possess or store any fuel. (2) No person shall possess or store any fuel except under authority of a license or a certificate approved by the Minister of MIME. (3) The Minister of Mines and Energy has under regulation 44 of the Petroleum Products Regulations approved the use in Namibia of these specifications, standards and code of practice: • the American Standards Institute (ASI); • the British Standards Institute (BSI); • the South African Bureau of Standards (SABS, and • the South African National Standards (SANS) and • *SABS 0131-1: 1977* – The storage and handling of liquid fuel Part 1 – Small consumer installations. *SABS 0131-2 : 1979* – Storage and handling of liquid fuel Part 2 – Large consumer installations; *SABS 0131-3 : 1982* – The storage and handling of liquid fuel Part 3 – Bulk low-flash point fuel storage and allied facilities at large consumer installations, and *SABS 0108* – Classification of hazardous locations and selection of apparatus for use in such locations.
The Local Authority Act (No. 23 of 1992)	• Provides for the establishment of local authority councils to manage and handle the affairs of local government and defines the powers of the local councilors, duties and functions;

	• Outlines the structure of local authority councils, including membership, elections, and management, and • Addresses issues such as infrastructure, service provision, taxation, and financial management of local authorities.
Labour Act (Act 11 of 2007 as amended)	• The Act contains extensive and detailed provisions relating to the basic employment conditions, rules regarding termination of employment, dismissals and disciplinary action; • It also provides for the prevention of trade disputes, unfair labour practices, regulates and controls collective job action, employment agencies and all matters incidental thereto, and • The Act also provides the right to the employees to speak about work conditions, the right to say no to unsafe work, the right to be consulted about safety in the workplace and the right to workers compensation.
Occupational Safety and Health Act No. 11 of 2007;	"Safety: the condition of being safe; freedom from danger, risk or injury." Occupational safety and health is a cross-disciplinary area concerned with protecting the safety, health and welfare of people engaged in work or employment. The goal of all occupational safety and health programs is to foster a safe working environment. As a secondary effect, it may also protect co-workers, family members, employers, customers, suppliers, nearby communities, and other members of the public who are impacted by the workplace environment. By law, employers must provide their employees with a safe and healthy working environment.
Public and Environmental Health Act (Act No. 1 of 2015)	• The Act provides for a legal framework for a structured more uniform public and environmental health system and for matters incidental thereto; • It deals and provides guidelines on noise generation and control thereof within an urban environment; • Also deals with waste management, handling or collection, waste disposal, waste recycling, sanitation, etc.;
Social Security Act Act 34 of 1994 **Employees' Compensation Act** (as amended)	• Compels employers and employees to make equal contributions to the Social Security Fund. Contribution is based on 0.9% of an employee's basic earnings with a minimum of N$2.70 and a maximum of N$81.00 • Requires employers to contribute to an insurance fund which covers injuries and accidents on duties.
Hazardous Substances Ordinance (No. 14 of 1974)	• Provides for the control of hazardous substances with potential to cause harm, injuries and even death. • Also provides for the manufacture, handling, storage, sale, use, disposal, etc. of hazardous substances.
Atmospheric Pollution Prevention Ordinance (No. 11 of 1976)	• Provides control of noxious or offensive gases and matters incidental thereto. • Requires best practical means for preventing or reducing the escape into the atmosphere of noxious or offensive gases produced by the scheduled process.
Water Resource Management Act (2004)	The following permits are required in terms of the Water Act: • Water abstraction permits; • Domestic effluent discharge permits (site offices, construction camp); industrial effluent discharge permits; • Water use for dust suppression; and water reticulation permits (pipelines), and • Will be superseded by Water Resources Management Act 2013 once the regulations are implemented in the future.
National Heritage Act No. 27 of 2004	No archaeological/heritage site or cultural remains may be removed, damaged, altered or excavated. • Section 48 sets out the procedure for application and granting of permits, such as the permit required in the event of damage to a protected site occurring as an inevitable result of development. Section 51 (3) sets out the requirements for impact assessment.

	• Part VI Section 55 Paragraphs 3 and 4 require that any person who discovers an archaeological site should notify the National Heritage Council
Namibia Standard Act (Act No. 18 of 2005)	Responsible for the promotion of standardization and quality assurance in the industry, commerce and the public sector in Namibia, with the aim of improving product quality, industrial efficiency and productivity and promoting trade so as to achieve optimum benefit for the people of Namibia.

Table 5: Standards and Relevant Multilateral Environmental Agreements

Standard and or Agreements	Expansion of Key Aspects
SANS	The Petroleum Products and Energy Act prescribes SANS standards for construction, operations and demolition for petroleum facilities. SANS 10400 – regulates all buildings including fuel service stations SANS 10089-3: The installation, modification, and decommissioning of underground storage tanks, pumps/dispensers and pipework at service stations and consumer installations.
Namibia Standards Institution	The Namibian Standards Institution (NSI) is Namibia's national standards body, established by the Standards Act of 2005 to promote standardization, quality assurance, and conformity assessment. It is a regulatory agency focused on industrial efficiency, consumer safety, and protecting the environment to facilitate trade. NSI is developing Namibian Standards (NAMS), certification of products and management systems (ISO 9001, etc.), and conducting testing and inspection services, particularly for the fishing and manufacturing sectors.
National Development Plans	The 6th NDP is government's development footprint focusing on economic growth, inclusivity, and resilience targeted at tackling poverty, unemployment, and inequality. Economic Growth, Human Development, Environmental Sustainability, Good Governance are the four pillars of NDP 6.

4 THE BASELINE ENVIRONMENT

4.1 Introduction

In this section, the pertinent baseline environmental characteristics of the project site are briefly considered starting with the socio-economic, biological and physical environments. Only those elements of the environment that have a direct bearing on the impact assessment process of the **existing** FRO are discussed. The severity of the potential impacts is largely determined by the state of the receiving environment.

4.2 The Population

During the last national census conducted in 2023, Erongo region had a population of 240 206 with about 90% living in urban areas and about 10% residing in rural areas. The population of Omaruru is as presented in Figure 15.

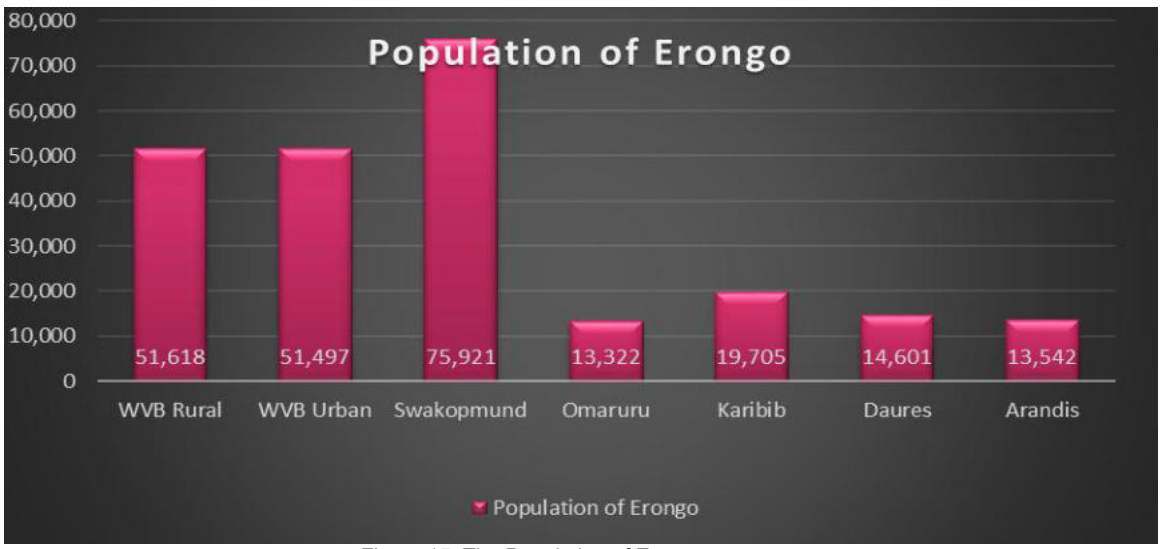

Figure 15: The Population of Erongo

According to the site supervisor, the FRO has a total of 30 people on its payroll working three shifts each day. There are more personnel employed in the engineering workshop and spare parts section of the business making OEW a significant employee in the town of Omaruru.

Potential Environmental Impacts

These personnel at FRO are continuously receiving training and are upskilled. The expected yearly income/contribution to the economy that is generated at FRO alone and the convenience store is running into several millions per year. It is estimated that over N$150,000 per month is allocated to employment opportunities offered at FRO per month. The beneficiaries of this value is 100% accrued to previously disadvantaged Namibians. It is estimated that in Namibia, each previously disadvantaged employed person supports about seven other persons – hence over 200 persons are benefiting from the employment opportunities created by FRO which is a positive socio-economic impact.

4.3 Landscape and Surrounding Land Use

The general gradient of the project site has been determined as flatter than 1:10 with a plain landform. The natural drainage from the site is to the south. The FRO is in a completely buildup area of the town with these land uses occurring within a 300 m radius from the boundary of the FRO:

- The C33 or Wilhelm Zeraua Road – a dual carriageway in both directions;
- The ephemeral Omaruru River to the south – direction for natural drainage
- A hardware store (Buildit Franchise shop) is to the west
- To the east is a short street road, providing access to the engineering workshop;
- Across C33 (Wilhelm Zeraua) is vacant yard;

- An adjacent engineering workshop building to the north and northeast.
- Commercial and warehousing.
- The Agra-run FRO is on the same street about 1 600 m to the west.

Potential Environmental Impacts

The site has been fully developed and the landscape completely transformed with the operational activities at the facility tying in with the surrounding land uses. There were no institutional or public buildings (schools, clinic, hospitals, churches, etc.) in close proximity to the site.

4.4 Climatic Conditions

Presentation on the climatic conditions has been limited to temperatures, rainfall and sunshine.

4.4.1 TEMPERATURE

The average monthly temperatures are as presented in Figure 16. Throughout the year, there is a fluctuation in temperatures typically varying from 9 ^{0}C to 34 ^{0}C throughout the year. The warmest months are December, January and February while June through to August are regarded as the coldest months. The hottest months are September to February with December being the hottest average about 34 ^{0}C. Summers are normally very hot while winter months are normally warm. High temperatures range from 30 ^{0}C to 35 ^{0}C. May through to August are the coolest months averaging a high of 26 ^{0}C and a low of about 10 ^{0}C.

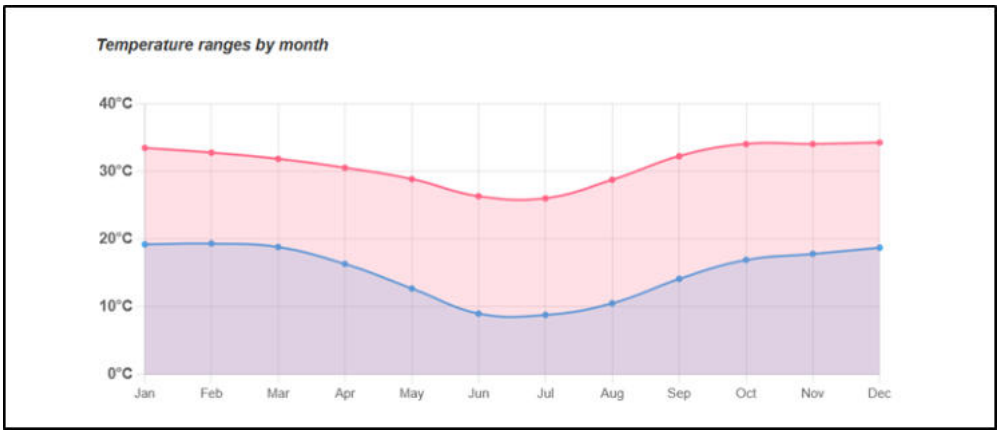

Figure 16: Average Temperature

Potential Environmental Impacts

High ambient temperatures combined with hot surfaces from vehicles can pose significant dangers such as catalytic converters, creating the constant ignition risks. Extreme heat can lead to higher volatility of petroleum products, which increases the risk of fire and even explosions. High temperature has also the potential to accelerate VOC (volatile organic compound) emissions creating a health risk for the personnel and residents living near the FRO

4.4.2 RAINFALL

Annual average rainfall at Omaruru is about 460 mm with February being the wettest month with an average precipitation of 98 mm. It is mostly dry throughout the year without any rainfall occurring between the months June, July and August.

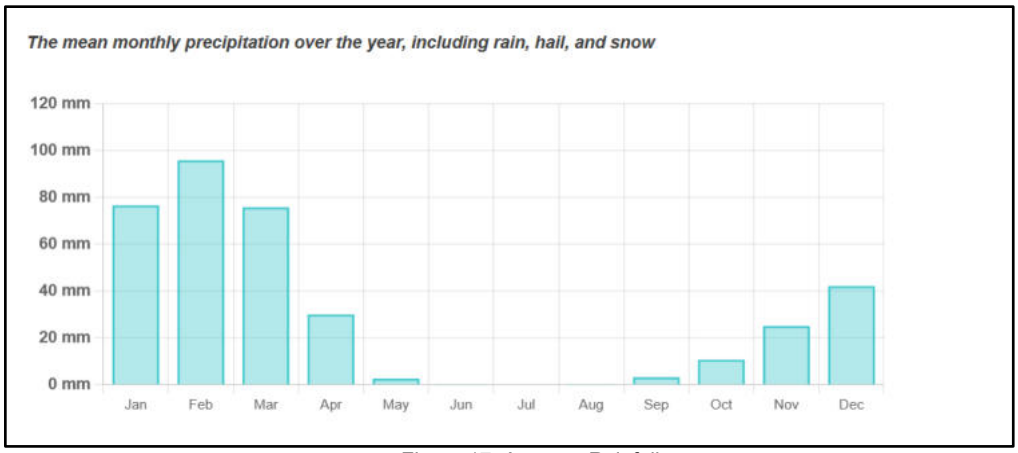

Figure 17: Average Rainfall

Potential Environmental Impacts

An FRO in a high-rainfall area faces significant dangers, primarily including the contamination of soil and water from fuel spills. Intense rain can wash surface spills into the adjacent Omaruru river, causing widespread environmental harm. Additionally, heavy rainfall can also overwhelm drainage systems, and lead to flooding, which can cause underground tanks to leak or fail altogether.

4.4.3 SUNSHINE HOURS

Namibia is one of the sunniest countries in the world with Omaruru averaging about 300 days of sunshine annually. To take advantage of this sunshine days, a 20 MW photovoltaic plant (Omburu PV) was recently constructed and commissioned about 12 km away from the town by Nampower with an option to upscale the PV to 55MW.

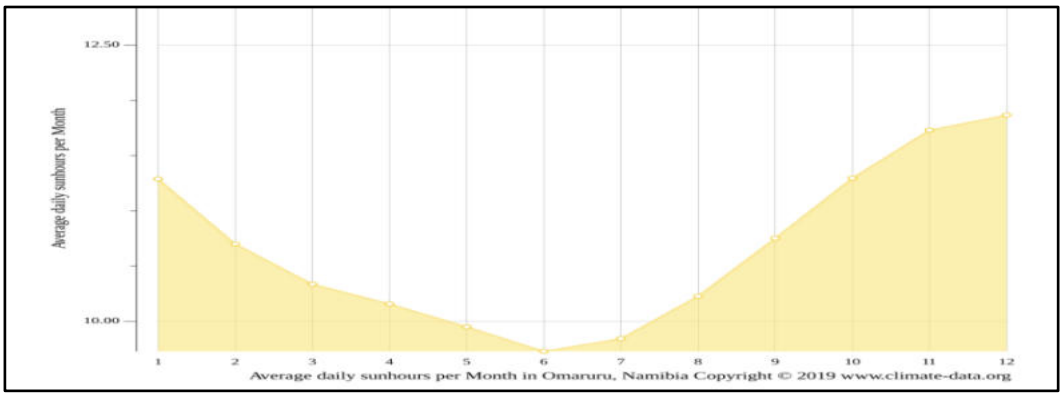

Figure 18: Average Monthly Sunshine Hours

October through to January are the months with most daily hours of sunshine with an average of 11.5 hours of sunshine. The months exhibiting the least number of daily sunshine hours in Omaruru are May, June and July presenting an average of only 10.5 hours per day.

Potential Environmental Impacts

With over 300 days of sunshine annually, the site can benefit from this solar resource by installing solar panels on its rooftops to generate electricity to power its pumping equipment and other appliances reducing reliance on the expensive grid power, hence reducing its carbon footprint.

4.5 Topography and Landscape

The town of Omaruru sits on plain where the elevations gradually increase from west to east, forming a broad undulating landscape. The plain is dotted with distinctive, hard granite hills, remnants of the ancient magma intrusions pushed up during the breakup of Gondwana (Atlas Namibia, 2002).

The Omaruru river is a dry river (ephemeral river) that flows to the east of the project site (seen in Figures: 5 & 8) during the rainy season and defining the local drainage.

4.6 Surface and Groundwater

There are no sources of surface water around Omaruru. The town relies exclusively on groundwater boreholes sunk into the alluvial beds of the ephemeral Omaruru River which runs through the town and approximately 120 m from the FRO. During the last quarter of 2024, the town was grappling with severe water shortage due to poor rainfall in the catchment areas of the Omaruru River. Some 18 small earth dams constructed upstream had also contributed to the water shortage. (New Era, July 2024). The FRO is situated about 120 m from the Omaruru River and has a natural drainage towards the river.

Potential Environmental Impacts

Siting a fuel service station near a river poses severe environmental and safety hazards, primarily through **groundwater and surface water contamination** from leaking underground storage tanks (USTs) or spills. Petroleum contaminants can travel quickly through porous soil into water supplies, harming aquatic ecosystems, disrupting biodiversity, and causing long-term pollution, especially if the site gets flooded.

4.7 Fauna and Flora

Naturally, the flora and fauna in Omaruru and its surrounding areas are characteristic of a transition zone from the dry savannah to rugged mountain landscapes, primarily influenced by the Erongo Mountains and the ephemeral Omaruru River. While the town itself maintains significant indigenous vegetation, the broader area is a hub for wildlife conservation through large-scale private reserves.

The vegetation along the banks of the Omaruru which is about 120 m from the project site (Figure 19) is mostly dominated by riparian woodland with species such as acacia (Camelthorn) mixed with mature indigenous trees forming a dense but narrow belt providing natural cooling environment in the town.

Figure 19: Vegetation to the south of the site

While large faunal species are mostly confined to commercial farms in the area, the town of Omaruru is a hotspot for bird watching with secretive 'Hartlaub's Spurfowl', the 'Rockhammer' amongst the popular bird species. A variety of amphibians and reptiles are also encountered especially during the wet seasons.

4.8 Archaeological, Cultural and Heritage Resources

The site has been developed many years ago and therefore it could not be determined whether there were any items of cultural and or heritage nature unearthed during its construction phase. It is however important to point out that the town of Omaruru was the first town to be declared a municipality way back in 1909. It has therefore a rich history of Namibia's cultural and heritage resources.

5 ENVIRONMENTAL MANAGEMENT PLAN

Presented in this section are aspects related to:

- The role players and their respective functions with respect to the EMP
- Raising of environmental awareness,
- An emergency preparedness plan
- Potential environmental emergencies
- Presentation of the EMP

5.1 Role Players

Various role players - statutory and non-statutory stakeholders have different roles and functions to play throughout the lifespan of the FRO. Presented in Tables: 6 and 7 are the roles and functions of the statutory stakeholders and those of the promotor, respectively.

5.1.1 ROLES OF STATUTORY STAKEHOLDERS

Table 6: Roles and Responsibilities of Statutory Stakeholders

Stakeholder/ Party	Functions and Responsibilities
The Environmental Commissioner (EC)	EMA is implemented by the EC within MEFT. Amongst the roles and functions of the EC are to: • grant the ECC and renewals thereof; • ensure overall compliance with the provisions of the EMP; • review this document and any revisions thereof; • undertake site audits at their discretion; • review any environmental audit reports submitted to MEFT; • review any major environmental related incidents/accidents, and • enforce the legal mechanisms for contraventions to the EMP.
The Petroleum Commissioner (PC)	The Petroleum Commissioner (PC) is responsible for ensuring the implementation and compliance of the provisions of the Petroleum Products and Energy Act. Amongst the roles and responsibilities of the PC are to: • ensure adequate supply of petroleum products is available in the country; • minimise negative impact of petroleum resources exploitation to the environment; • grant licenses to role-players in the petroleum subsector; • initiate policies and regulations for the development of petroleum products; • promote and encourage economic activities in the petroleum subsector; • create a conducive investment climate in the petroleum subsector both upstream and downstream; • regulate, adjust, and equalize the prices of petroleum products on a regular basis • undertake inspections/visits to fuel service stations at his/her discretion; • ensure that the high standards of safety and health are upheld and maintained throughout the petroleum subsector, and • enforce the legal mechanisms for any contraventions of the Petroleum Products Act.
Local Authority – Omaruru Municipality	The Omaruru Municipality has, amongst other things these roles and functions to play: • Ensures that FRO adheres to EMPs to prevent pollution and contamination of soil, water and air pollution. This includes monitoring the effectiveness of pollution control measures, such as waste water storage chamber on site and proper hazardous waste management on a regular basis.

Stakeholder/ Party	Functions and Responsibilities
	• Ensures that the runoff waste water is collected from the on-site underground storage chamber and disposed in a responsible manner. • Issues Fitness Certificates to businesses in terms of the Local Authority Act. • Ensures that waste is removed from the site in line with Municipality regulations including adequate supply of waste bins/containers • Enforces the overall compliance of EMA and ensures that FRO operates in compliance with their Environmental Clearance Certificate (ECC) conditions. • Reviews and approves site layouts, building plans for any renovations and upgrades, and or structural changes to ensure they meet local authority standards, including proper traffic flow, safety, and parking. • Reviews biannual reports on environmental performance for the renewal of ECCs. • Ensures that streets are well lit, waste is removed from business premises, street roads are safe, clean, and hazardous free. • Ensures that the land use for FRO continues to be in alignment with urban planning scheme.

5.1.2 ROLES AND FUNCTIONS OF THE PROMOTER

The roles and responsibilities of the promoter and other stakeholders are presented in **Table 7**. The duties and functions of key personnel in relation to the FRO are also presented. It should be noted that the overall responsibility for compliance with the EMP, in terms of the Environmental Management Act, lies with the promoter and their supplier agent – Shell Namibia.

Table 7: Roles and Functions of the Promoter

Person Responsible	Functions and Responsibilities
The Promotor (OEW)	The promotor has to ensure that: • The necessary environmental authorizations and permits are obtained and copies kept on file. • Adequate training on the EMP is provided to current and future personnel of the FRO as well as to any third party who may be hired for other trades, i.e. electrician, plumber, etc. • Compliance is kept with all applicable legislations, regulations and policies pertaining to its sphere of operation, i.e. a fuel retail outlet. • Bi-annual EMP compliance inspections are undertaken and annual audits submitted to the OEC. • A competent individual is appointed to handle the operational aspects of the FRO with the designation of a Service Supervisor (SS). • An Emergency Response Plan for the facility is developed and implemented.
The Civil Contractor (for any Renovations and major Maintenance)	The civil contractor (CC) who may be hired to carry out any renovations /maintenance has these functions/roles: • To take full responsibility of construction /renovation or maintenance activities at the site. • Induct all its personnel including subcontractors on the EMP. • Undertake daily site inspections to monitor environmental performance and compliance with the environmental specification. • Notify the Promotor immediately in the event of any accident or infringements of the environmental specifications and ensure that appropriate remedial action is taken.
Service Station Manager (SSM)	The duties and functions of a Service Supervisor (SS) are to take charge of the day-to-day operational activities of the FRO: • The day-to-day management of the facility which includes the EMP, the human resources and physical assets of the business. • Responsible for the overall activities that take place at FRO premises including to plan and to implement strategy for the facility operation to meet agreed business performance plans within agreed budgets and timescales.

Person Responsible	Functions and Responsibilities
	• To establish and maintain appropriate systems for measuring output, accuracy, productivity, and operational efficiency of necessary aspects of the facility operational management and development. • To direct and monitor the health and safety aspects in the business and to conduct identification of hazards and review of risks of activities, products and services on health and safety programme. • To resolve customer issues related to fuel operations.

5.2 Environmental Awareness

The aspects presented in this section include the following:

- An Environmental Awareness plan.
- An Emergency Preparedness Plan.
- Breaches of the EMP.
- EMP review and amendments /updates.

5.2.1 AN ENVIRONMENTAL AWARENESS PLAN

An Environmental Awareness Plan (EAP) is a strategy aimed at educating and raising awareness about environmental issues and encouraging the personnel and the general public including company employees to adopt sustainable practices and to protect the natural world that we all share.

Training on environmental awareness should be provided to all FRO personnel from time to time. Potential incidents to the environment can be effectively minimised through effective training and raising of environmental awareness of the workforce through these methods:

- Toolbox talks (daily).
- Supervisory meetings (weekly).
- Induction training (at inception and thereafter bi-annually).
- External environmental and/or health and safety courses (when applicable).

5.2.1.1 TOOLBOX TALK

Toolbox talks are important actions aimed at cultivating a culture of safety amongst employees, especially those involved in workplaces that are hazardous with accidents and injuries able to happen at any time (like fuel service station). In the context of this FRO, these topics can be discussed during toolbox talks:

- *Hygiene:* Discuss how ablution facilities are to be kept neat and tidy.
- *Protective Equipment:* Discuss the importance of using protective equipment such as safety shoes, hard hats, gloves, and safety glasses.
- *Electrical Safety:* Discuss electrical hazards and how to properly use and maintain electrical equipment.
- *Workplace Hazards:* Identify commonly encountered hazards in the workplace such as slippery floors, sharp objects, and uneven surfaces.
- *Emergency Preparedness:* Discuss the importance of knowing emergency procedures.

5.2.1.2 SUPERVISORY MEETINGS

Weekly supervisory meetings are ideal to facilitate awareness of specific environmental dangers pertaining to the day-to-day operation of the FRO. Various topics may be discussed during these meetings and must be recorded. All

attendees at each meeting must sign an attendance register and the records kept on file. These topics can be included for discussions:

- General environmental awareness.
- Waste handling.
- Spillages and or leaks.
- Water saving measures.
- Greenhouse gas emissions (GHG)
- Global warming
- Impacts of climatic change
- Good Housekeeping practices.
- Complains received.

Should issues be identified, such issues can also be addressed during weekly meetings.

5.2.1.3 TRAINING OF EMPLOYEES

Some of the topics that can be selected and discussed at training workshops during the operational phases may include:

- Hydrocarbon spillages.
- Noise/dust control.
- Waste management.
- Theft and/or vandalism
- Monitoring protocols.
- Safety topics.

5.2.1.4 INDUCTION TRAINING

All current and future new employees are required to undergo induction training on the EMP at least on a bi-annual basis. Environmental awareness training should form part of the induction training and some of these topics can be discussed at such training sessions:

- The main environmental legislations (EMA, etc.).
- Constitutional right pertaining to the environment.
- Waste management hierarchy.
- Decarbonisation agenda.
- Environmental, social and economic concerns.

5.3 Emergency Response Plan

This is a generic framework for an Emergency Response Plan prepared to support the facility's specific emergency preparedness plan. Each FRO site operates under unique conditions, and as such, this overarching plan serves only as a foundational guide to ensure compliance. This plan must be supplemented with a site-specific emergency preparedness and response plan, tailored to the physical layout, operational activities, identified risks and environmental sensitivities of the site.

5.3.1 SITE-SPECIFIC EMERGENCY PLAN

Site-specific emergency preparedness and response plans are developed for the site to define these parameters:

- The emergency response arrangements and procedures for the site.
- Roles and responsibilities of designated personnel at the site.

- Specific emergency response equipment required and its locations.
- Site specific evacuation routes and assembly points.
- Contact details for internal personnel and external emergency services.
- Environmental protection measures and control applicable to potential site-specific hazards (fuel spill, chemical leaks, fire incidents, etc.).

5.3.2 POTENTIAL EMERGENCIES

Amongst the emergencies that can occur at the facility are:

- Environmental Incidents:
  - Fuel and hydrocarbon spillages.
  - Sewerage spillages from the ablution facilities and sewer pipelines.
  - Fire hazards.
  - Explosion.

- Safety Incidents:
  - Injuries related to operation of construction plants.
  - Driving related accidents/incidents.
  - Fuel conveying pipeline burst.
  - Criminal incidents such as sabotage, theft or potential violent crime.

5.3.3 EMERGENCY PROCEDURE

To manage potential emergencies effectively these procedures can be compiled and adopted for the FRO:

- Drill and evacuation procedure for emergency related incidents containing information on the following:
  - Reporting structure for all incidents.
  - Emergency contact information (e.g. telephone numbers of fire brigade, ambulance, police, etc.).
  - Procedure to be followed for the specific emergency.
  - First aid information.

- Spillage of fuel and hydrocarbons:
  - Immediate action plan (e.g. use of spill kits) to prevent spill from spreading.
  - Reporting of incident to the facility manager and supervisor to advise on next steps to be taken (Note that any spill in excess of 200 litres is a reportable incident).
- Procedure for theft and crime, e.g. cash heist:
  - Details on security system on site.
  - Emergency response units.
  - Panic alarm.
  - Details of police and community response unit.

5.3.4 EMERGENCY CONTACT INFORMATION

A list of potential emergency contact numbers specific to the area must be drawn up and displayed on a common notice board for all employees to access. These are:

- Nearest Police Station.
- Emergency Services (Ambulance, Fire Response, etc.).
- Nearest Health Facility/Clinic or Hospital.

The list must be checked and regularly updated to ensure that the information remains up to date.

5.4 Potential Environmental Emergencies

These incidents/emergencies will constitute environmental emergencies:

5.4.1 WATER LEAKS OR BURST PIPES

- Identify and shut off the water source.
- Remove equipment from flooded areas.
- Shut off electricity where applicable.
- Prevent contaminated water from entering the natural environment.
- Report to management and call a qualified and licensed plumber.

5.4.2 OIL, DIESEL, OR FUEL SPILLS FROM VEHICLES

- Use PPE when handling spills.
- Use spill kits for small volumes.
- For larger spills, isolate the area and contact the Service Supervisor.
- Prevent entry into the natural environment; notify authorities if required.
- Ensure all incidents are reported and investigated.

5.4.3 FUEL SPILLAGE (DIESEL, PETROL & OIL)

5.4.3.1 SMALL SPILLS:

- Staff to wear appropriate Personal Protective Equipment (PPE).
- Use the spill kit to absorb and clean up immediately.
- Store contaminated material in leak-proof containers for offsite disposal at a licensed hazardous waste facility.

5.4.3.2 LARGE SPILLS:

- Prevent the spread using absorbent barriers (e.g., sand).
- Prevent entry into the natural environment.
- Employ a contractor/spill cleaning company to manage and clean the spill.
- Inform environmental authorities, if necessary.

5.4.3.3 INFRASTRUCTURE MEASURES:

- Delivery areas should be designed to drain into the onsite drainage system.
- Install automatic tank gauge (ATG) system and overfill protection devices to prevent tank overfill
- Install leak detection systems in underground piping and containment areas.

5.4.3.4 VEHICLE FLUID LEAKS, I.E. ENGINE, ANTIFREEZE & TRANSMISSION FLUID:

- Absorb small leaks immediately.
- Stop work and report larger leaks.
- Clean-up must follow environmental regulations.

5.5 EMP Review and Amendment

This is the first EMP in regard to the application for an ECC by the promotor. Future amendments, additions and changes may be made to the EMP. An adaptive strategy should be followed in terms of the EMP.

5.6 Recording Keeping

The FRO should develop an up-to-date filing system where aspects related to the following are clearly recorded, i.e.

- Environmental incidents report,
- Training records,
- Audit reports,
- Public complaints register, etc.

The records should at least be kept for a minimum of three years.

5.7 Non-compliance and Penalties

Once the EMP is reviewed and approved by the OEC the conditions contained therein will become legally binding to the applicant, and any transgressions or wilful violations and or non-compliance thereof could lead to prosecution or payment of a fine.

In cases of transgressions and non-compliance to the EMP, the transgressor should be liable to a penalty fine. Transgressions should be recorded in a dedicated register and filed. The Proponent should issue the penalties in terms of the severity of the environmental damages.

Adherence to this EMP will ensure that the environmental impacts associated with the FRO are mitigated to a greater extent thus promoting sustainable development. The commitment and co-operation of the identified responsible person(s) will ensure effective implementation of the EMP.

6 PRESENTATION OF THE EMP

Since the project site is a brownfield one, mitigation measures for predicted environmental impacts have been presented in a table format covering the two phases - operation (including routine maintenance and renovations) and decommissioning (should it become necessary) during the validity period of the ECC. These are briefly described as follows.

6.1 EMP for the Operational Phase

The management measures recommended to deal with the environmental impacts associated with this phase of the FRO are presented in **Table 8** which comprises of four columns with these headings:

- Potential impacts or aspects,
- Environmental objectives,
- Management measures/actions, and
- The party responsible for ensuring compliance.

6.2 EMP for Decommissioning

Decommissioning is an important phase in the project cycle and comes last to wind up the operational activities of a particular project. It refers to the final disposal of the project and associated materials at the end of the project lifespan. If such a stage is reached, the proponent needs to remove all materials resulting from the demolition/decommissioning from the site.

Given that the facility has been operational for many years, it is not projected for decommissioning to happen within the ECC's validity period of three years. However, the following measures are provided in the event of decommissioning occurring prematurely, by for instances, factors beyond the control of the promotor, i.e. economic recession, sabotage, etc. The EMP for decommissioning is presented in **Table 9.** For this specific project, decommissioning will cover these aspects:

- Removal of USTs from the site.
- Rehabilitation of the site to pre-construction conditions.
- Landscaping by flattening the mounds of soil and planting indigenous trees.
- Dismantling of all equipment (pipes, pumps, electrical cables, etc.).
- Removal of all dismantled equipment and disposing off in a responsible manner.
- Fencing and signposting unstable areas until natural stabilisation occurs.
- Retrenching of employees in terms of the Labour Act, etc.

7 CONCLUSIONS AND RECOMMENDATION

The FRO run by OEW in the town of Omaruru has been in existence for many years and is operated in compliance with the fuel retail industry guidelines, standards and specifications. The primary objective of the EMP is to serve as legal binding management tool that ensures that the operational activities for the FRO complies with the Environmental Management Act (No. 7 of 2007). It functions by identifying potential environmental and social risks and prescribing specific mitigation measures to eliminate and or to minimise such adverse impacts.

It recommended that an ECC be granted to OEW subject to the applicant adhering to implement the mitigation measures outlined in the EMP.

Table 8: EMP for the Operational Phase

Potential Impacts/Aspects	Environmental Objective(s)	Management Measures	Responsible Party
Compliance Requirements and Documentation	Comply with all applicable statutory requirements.	**Licenses/Permits** • Fitness Certificate • Fuel Retail Licence • ECC • Water Abstraction Permit (where applicable) **Documents** • This EMP Report • A Waste Management Plan, • An Emergency Response Plan, • A Spill Procedure Plan, • A Fire Procedure Plan, • An Environmental Awareness Training Manual.	Promotor SS
Communication with statutory stakeholders and IAPs	Provide regular communication to stakeholders and IAPs.	• Record and report incidents and accidents occurring at the facility. • Record complaints received from IAPs, investigate and take corrective actions.	Promotor SS
Underground fuel storage and handling (*Spills, leaks, contamination of surface & groundwater sources, etc.)*	Prevent potential contamination of soil and water sources	• Monitor fuel volumes in the USTs on a daily basis to detect unexplained losses due to leakages. • Inspect the condition of the tanks, piping and pumping systems on a regular basis. • Test tanks integrity at least five (5) years after installation, with repetition on a 5-year cycle thereafter. • Ensure that any effluent run-off does not enter the natural environment, but is collected in the underground chamber from where its collected by Municipality for treatment and safe disposal. • The waste water sump/s must be checked regularly and kept clean to prevent blockage and overflow. Regular monitoring and clearing of the sump/s will prevent hydrocarbon liquids from discharging onto stormwater system. • Ensure no spill or leaks occur during fuel offloading into USTs and during dispensing into the vehicles of clients.	Promotor
Fire Risk and Preparedness	Prevent property damage, possibly injury to persons	• Develop a firefighting emergence response plan and train all employees accordingly.	Promotor SS

Potential Impacts/Aspects	Environmental Objective(s)	Management Measures	Responsible Party
(Potential impacts: asset destruction, personal injuries, loss of income, etc.)	and financial losses caused by uncontrolled fires	• Carry out firefighting drill on a regularly basis. • Ensure adequate firefighting equipment is provided, regularly maintained, serviced and inspected. • Ensure that all hazardous substances are stored and handled in accordance with MSDS and SANS specifications. • Fire hazard signs and directions to emergency exit, route to follow and assembly point in case of any fire incident. • All electrical appliances at the facility must be regularly inspected and repaired by a qualified electrician. • Any spills and or leaks that occur must be cleaned up with suitable tool kit equipment.	
Waste (Solid and Hazardous) (Impacts: littering, pollution, contamination, health issues, nuisance, odour, etc.)	Protect amenity values by ensuring waste is properly managed.	• Develop a Waste Management Plan for the facility and enforce its compliance. • Promote good waste management practices of prevention (or reduction), re-use, recycle, recovery and disposal. • Store domestic waste in containers that are labelled, properly secured. • Store solid waste in a designated general waste storage area which is enclosed and impermeable. • Adequate refuse collection must occur to avoid build-up of refuse occurring at the facility. • All product spills within the bunded area must be effectively cleaned up. • No waste shall be buried or burned anywhere on the fuel premises.	Promotor SS
Stormwater, Sewage & Wastewater	Protect amenity values by ensuring that no impacts emanate from stormwater, sewage and wastewater	• Develop and implement a plan to deal with any stormwater and sewage at the facility. • Stormwater runoff from paved areas should be diverted into a stormwater treatment system or device capable of removing litter, sediments, and or oil products. • At first sign of erosion, correct procedure must be undertaken to manage, resolve and prevent from occurring. • Conduct inspections on ablution facilities and associated piping system for leakages, blockages or damage and have them fixed. • All waste generated from the site should be discharged into the onsite sewage system.	Promotor SS
Air Pollution *(Impact: prolonged exposure to VOC can cause cancer, etc.)*	Promote amenity values and minimise gaseous emissions	• Fuel vapours are released into the atmosphere during dispensing into vehicles of patrons and during offloading from road tankers into USTs – prolonged exposure can have detrimental and harmful effects. • Vent pipes should be properly placed as per SANS specifications and regularly checked and inspected. • Install Volatile Organic Compound (VOC) vapour recovery system onto fuel dispensing nozzles at the refuelling and forecourt areas. • Provide suitable PPEs to personnel handling refuelling at the facility. • All equipment used must be manufactured to limit VOC vapour emissions.	Promotor SS

Potential Impacts/Aspects	Environmental Objective(s)	Management Measures	Responsible Party
		• Put operational refuelling procedures in place to limit vapour emissions during fuel offloading and refuelling. • Monitor gaseous emissions on a yearly basis measuring these parameters: o Particulate Matter (PM_{10}), o Sulphur dioxide (SO_2), o Nitrogen dioxide (NO_2), and o Carbon monoxide (CO); • Any complain received about air pollution must be recorded and investigated.	
Noise Pollution	Protect amenity values by ensuring that noise generated at the facility is kept below industry threshold;	• Establish noise level threshold consistent with WHO guidelines and comply accordingly. • Whilst the site is in an urban setting in which ambient noise levels are relatively elevated, ensure that minimal noise is generated through good housekeeping practices. • Equipment (pumps, etc.) used at the facility must comply with the manufacture's specifications on acceptable noise levels. • Air conditioners should be well maintained and regularly serviced to ensure minimal noise generation. • Workers must not produce any unnecessary noise, e.g. no loud music to be played, no whistles to be used, etc. • Display signs such as "No hooting', 'No idling' and 'No Loud Noise' to inform patrons to comply.	Promotor SS
Health, Safety and Security Risks	Maintain a high standard of housekeeping so as to prevent injuries to personnel and or theft.	• Develop a health and safety management plan for the facility in compliance with industry specifications and standards. • Train employees on personal safety and disaster preparedness. • Provide sufficient and suitable sanitary conveniences which should be kept clean. • Maintain a well-stocked First Aid kit on the premises and have a qualified person on each shift in case of an accident or incident occurring. • Ensure that adequate lighting and an alarm system are installed at strategic points. • Smoking should be prohibited in the vicinity of all flammable substances and adequate signage clearly displayed. • Records of all environmental and/or health and safety related incidents are to be maintained and reported to the relevant authority. • A selected employees should be trained on First Aid. A trained First Aider must be present on site at all times. First Aid Kits that are adequately stocked must be available. • Conduct an annual Health, Safety and Security Audit.	Promotor SS
Management of Resources	Manage resources wisely and sparingly	The measures recommended are: • **Electricity:**	Promotor

Potential Impacts/Aspects	Environmental Objective(s)	Management Measures	Responsible Party
		○ Use electricity sparingly. ○ Use natural ventilation from windows and doors. ○ Measure electricity consumption monthly. ○ Consider the use of cheap solar power to limit the carbon footprint of the facility. • **Water:** ○ Use water sparing and wisely. ○ Detect leaking pipes and taps and get them fixed. ○ Enforce water saving strategies which include recycling and reuse. ○ Consider installing water conserving taps that turn of immediately when water is not in use. ○ Measure water consumption on a monthly basis. • **Sanitation:** ○ Monitor consumption. ○ Guard against misuse. ○ Maintain a high standard of housekeeping.	SS
Socio-economic Environments	Ensure that local communities benefit from the facility	• When a vacancy occurs, recruitment should be done in line with the labour laws of Namibia. • Offer employment opportunities without prejudice, giving preference to women, people with disabilities and those from the marginalized communities. • Develop a policy on employees' well-being, educating them on the dangers of social-ills such alcohol abuse, use of drugs and HIV infections. • Hiring of non-Namibians for low skilled jobs is forbidden and acceptable justification must be provided to the authorities.	Promotor SS
	Training and skills transfer	• Empower employees through on the job training and skills transfer. • Inform employees about the parameters and requirements for references on their employment.	
	Support to local businesses	• Procure goods and services required for the FRO from the local businesses (stationeries, PPEs, etc.) • Make use of local SMEs for services such as security, renovations, transport of fuel from Walvis Bay to Omaruru, etc.	

Table 9: EMP for Decommissioning Phase

Potential Impacts/Aspects	Environmental Objective(s)	Management Measures	Responsible Party
Communication	Provide information on decommissioning to relevant statutory stakeholders	• Inform the relevant government ministries and agencies (MIME, MEFT, Labour, NamRA, SSC, etc.) of the planned decommissioning. • Inform third parties creditors including the bulk fuel supplier. • Inform affected employees and their trade union representative giving notices as provided for in the Labour Act. • Hire a reputable company to carry out the decommissioning.	Promotor
Disturbed Physical Environment	Protect amenity and limit disturbance to the physical environment	• Develop a Decommissioning Plan. • Assign the work to a reputable company with a track record of dismantling hazardous plants. • Undertake a complete environmental restoration programme.	Promotor
Fuel Tanks	Protect amenity values by ensuring no harmful impacts arise from the retrieval of USTs.	• Ensure there is no spillage of any residual fuel during the emptying and removal of USTs. • Pumps and associated equipment to be removed by qualified personnel to ensure their safety. • Any fuel removed from the tanks and surrounding soil that maybe contaminated must be removed and disposed of at a licensed landfill site.	Promotor / Contractor
Noise and Air Pollution	Keep noise levels within allowed standards	• Maintain plant and equipment well during the decommissioning phase. • Demolition works to be carried out during daytime only (between 07h00 to 17h00). • Provide demolition personnel working in noisy areas with suitable PPEs. • Spray dusty areas.	Contractor / Promotor
Solid Waste	Strive to minimise waste generation	• Demolished debris should be stored in a secure place and disposed of in a responsible manner. • Demolished waste should be re-used or backfilled. • All waste generated should be collected by an experienced waste collection company.	Contractor / Promotor
Occupational Health and Safety	Maintain a high standard of housekeeping	• Provide suitable PPEs to employees. • Train the workers on personal safety and on how to handle equipment and machines. • Provide suitable sanitary conveniences which should be kept tidy and clean throughout the decommissioning process.	Promotor / Contractor
Loss of Employment	Strive to limit social impacts by helping employees get rehired	• The safety of personnel should surpass all other objectives during the decommissioning process. • Adapt a project completion policy – identifying key issues to be considered. • Compensate the retrenched workers and assist them in seeking opportunities elsewhere in the industry.	Promotor

APP007268

Appendix A

CERTIFICATE OF FITNESS

MUNICIPALTY OF OMARURU

Tel:(+264 64) 570 028/277
Email: info@omamuni.org.na

Erf 63, Wilhelm Zeraua

P.O. Box 14
Omaruru, Namibia

CERTIFICATE OF FITNESS/REGISTRATION

This is to certify that the premises described hereunder are with the Omaruru Municipality in terms of General Health Regulations (GN 121 of 1969) for carrying out a business as stipulated.

TRADE NAME:	**OMARURU ENGINEERING WORKS CC**
BUSINESS ADDRESS:	**92, WILHELM ZERAUA ROAD**
OWNER/MANAGER:	**A.K NEL**
POSTAL ADDRESS:	**P.O. BOX 16, OMARURU**
CONTACT DETAILS:	**064 570 011/ 081 129 5336**
TOWN:	**OMARURU**
NATURE OF BUSINESS:	**FUEL STATION**
RESTRICTED TO:	**FUEL STATION**
RECEIPT NO:	**0020650**

THIS CERTIFICATE EXPIRES ON THE: 31 MARCH 2026

OMARURU Municipality
Tel:+264 64 570 028
Fax:+264 64 570 028
2025 -03- 10
Sign: .....

VALENTINUS SINDONGO
CHIEF EXECUTIVE OFFICER

No: 46

Ekwao Consulting

APP007268

Appendix B

FUEL RETAIL LICENSE

MINISTRY OF MINES AND ENERGY

PETROLEUM PRODUCTS AND ENERGY ACT, 1990
PETROLEUM PRODUCTS REGULATIONS (2000)

RETAIL LICENCE

[Regulation 5(4)]

RETAIL LICENCE		**Licence No. R/146/2001**
Name of licence-holder	**Omaruru Engineering Works (Pty) Ltd**	
Address of licence-holder	**Physical address**	**Postal address**
	Willem Zeraua Street No 92 Omaruru	Box 56 Omaruru
Name of retail outlet	Omaruru Service Station	
Name of supplying wholesaler	Shell Namibia Ltd	
Premises to which licence relates	Willem Zeraua Street No 92 Omaruru S 21° 24' 87" / E 15° 57' 65"	
Conditions applicable to licence ***See next page for general and special conditions applicable to licence.***		
Date of issue of licence	5 May 2001	

Issued by the Minister of Mines and Energy in terms of regulation 5(4), on
5 May 2001 **at**
Windhoek

Official Stamp
(for office use)
5/05/01

.....
Minister: Mines and Energy

Namprint: 061-220095

Ekwao Consulting

APP007268

Appendix C

NOTIFICATIONS IN TERMS OF SECTION 21

Joel Shafashike

From: Valentinus Sindongo <vsindongo@omamuni.org.na>
Sent: Monday, 11 May 2026 6:07 pm
To: ekwao@iway.na
Subject: RE: FW: Notification of an ECC Application

Dear Mr. Joel,
I acknowledge receipt of your email and the attached document regarding the exercise to be carried out at the Shell Service Station. The Council takes note and is grateful for the information provided.

Sincerely
Sindongo Valentinus
Chief Executive officer
Omaruru Municipality

From: Omaruru Municipality <municipalityomaruru@gmail.com>
Sent: Monday, 11 May 2026 15:44
To: Valentinus Sindongo <vsindongo@omamuni.org.na>
Subject: Fwd: FW: Notification of an ECC Application

Good day Chief,

Kindly find the above follow up for your attention & response.

Kind regards,
Sedia

---------- Forwarded message ---------
From: **Joel Shafashike** <ekwao@iway.na>
Date: Mon, May 11, 2026 at 1:07 PM
Subject: FW: Notification of an ECC Application
To: <municipalityomaruru@gmail.com>

Dear Mr Valentinus

I am following up on the EIA notification emailed to you 28 April 2026 (attached hereto for ease of reference).

Kindly acknowledge receipt of the notification to allow us to submit the requested reports to the Office of Environmental Commissioner.

Regards

Joel Shafashike

Tel: 081 127 3027

Email: ekwao@iway.na

Windhoek, Namibia

EkwaoConsulting

EIA • Registration of Mineral Rights • Mining Technical Advice & Guidance

From: Joel Shafashike <ekwao@iway.na>
Sent: Tuesday, 28 April 2026 10:04 am
To: 'municipalityomaruru@gmail.com' <municipalityomaruru@gmail.com>
Subject: FW: Notification of an ECC Application

Dear Mr Valentinus

Attached is the notification of an EIA that we did on an existing Fuel Services Station (OEW Shell Service Station).

The Office of the Environmental Commissioner (OEC) in the Ministry of Environment, Forestry and Tourism (MEFT) would like the Municipality to formally acknowledge receipt of the notification emailed to your office.

Kindly stamp the notification letter (attached hereto), scan and email to Ekwao Consulting – the EIA Consultants. (The notification was sent on 8 April 2026)

Regards

Joel Shafashike

Tel: +264811273027

Email: ekwao@iway.na

Box 25021 Windhoek, Namibia

EkwaoConsulting

EIA • Registration of Mineral Rights • Mining Technical Advice & Guidance

---

From: Joel Shafashike <ekwao@iway.na>
Sent: Wednesday, 8 April 2026 10:40 am
To: 'vsindongo@omamuni.org.na' <vsindongo@omamuni.org.na>
Cc: 'pamunicipalityomaruru@gmail.com' <pamunicipalityomaruru@gmail.com>
Subject: Notification of an ECC Application

Atten: Mr Sindongo Valentinus

Find attached hereto notification in terms of section 21 of the EIA Regulations.

Kindly acknowledge receipt.

Regards

Joel Shafashike

Tel: 081 127 3027

Email: ekwao@iway.na

Box 25021 Windhoek, Namibia

Ekwao Consulting

95 Papageienweg
Hochland Park
WINDHOEK
Namibia

Box 25021
WINDHOEK
Namibia

Tel: 081 418 3125
Mobile:081 127 3027
Fax2Mail:088 645 026
Email: ekwao@iway.na

8 April 2026

The Chief Executive Officer
Omaruru Municipality
Box 14
OMARURU

Atten: Mr Sindongo Valentinus

Email: vsindongo@omamuni.org.na
pamunicipalityomaruru@gmail.com

NOTIFICATION IN TERMS OF SECTION 21 OF THE ENVIRONMENTAL IMPACT ASSESSMENT REGULATIONS

We write to inform your good office as follows:

1. Ekwao Consulting CC ('**Ekwao'**) has been appointed by Omaruru Engineering Workshop CC ('**OEW'**) to facilitate their application for an Environmental Clearance Certificate (ECC) with the Ministry of Environment, Forestry and Tourism (MEFT).
2. OEW is operating a Shell branded fuel service station situated on 92 Zeraua Wilhelm Road. In terms of the Environmental Management Act (**EMA**), OEW is required to have a valid ECC, permitting its operational activities.
3. In accordance with MEFT's directive, Ekwao is hereby formally notifying the local authority regarding OEW's ECC application.
4. Attached hereto are the Background Information Document (BID) submitted to MEFT, and the Screening Notice received from MEFT, outlining the documents to accompany the aforementioned ECC application.

Thanking you

Joel Shafashike
Member - Ekwao Consulting

ENVIRONMENTAL MANAGEMENT PLAN (EMP)

For an **Existing** Fuel Retail Outlet Situated on 92 Wilhelm Zeraua Road

Omaruru, Erongo Region

Background Information Document (BID)

April 2026

INTRODUCTION:

Omaruru Engineering Works CC (**'OEW'**) is operating a Fuel Retail Outlet (FRO) situated along Wilhelm Zeraua Road – the main highway running through the Omaruru town. The FRO is branded and operated as a Shell site and has been in existence for many years. It was acquired by OEW in 2010. With the promulgation of the Environmental Management Act (Act No. 7 of 2007) and Environmental Impact Assessment (EIA) Regulations in February 2012, everyone conducting a listed activity was required to comply with the Act within a period a period not exceeding 12 months.

OEW was not aware of such regulatory requirements and continued to operate the FRO without an **Environmental Clearance Certificate** ('**ECC**') until a recent inspection conducted by officials from the Ministry of Industries, Mines and Energy (MIME). It is the intention of OEW to rectify this oversight without delay. Accordingly, OEW has appointed Ekwao Consulting to facilitate its ECC authorisation application with the Office of the Environmental Commissioner (EOC).

THE FUEL RETAIL OUTLET:

The FRO consists of five underground storage tanks (USTs) with the storage capacities as indicated in **Table 1,** below:

Table 1: Underground Storage Tank Capacities

UST	Product	Capacity (litres)
#1	Diesel 50 ppm	9 000
#2		23 000
#3		23 000
Total Diesel		**55 000**
#4	Unleaded Petrol	23 000
#5		23 000
Total ULP		**46 000**
Total Combined Storage Capacity		**101 000**

UST #1 as indicated in **Table 1**, is dedicated for the supply of bulk diesel to end users. It is therefore separate from the rest of USTs with its own overhead shelter and an island of four pumps. UTS #2 to #5 have their own separate canopy and an island of eight pumps. Spill control infrastructure is present on site.

The site was built many years ago, and is being operated in accordance with applicable SANS standards and specifications. All safety protocols that are applicable to FROs are in place and complied with.

The establishment is compliment by a convenience store and an engineering workshop.

THE ENVIRONMENTAL MANAGEMENT PLAN:

OEW requires an ECC to be compliance with EMA. Since the facility has been constructed, and operational already, an EMP is required to serve as a site-specific working document that provides a framework for managing potential impacts associated with the continued operations of the FRO. This will include the day-to-day management, routine maintenance, any renovations that may be required from time to time, and for decommissioning.

The ECC application is conducted in terms of the Environmental Management Act (EMA) and Environmental Impact Assessment (EIA) Regulations.

TRIGGERED LISTED ACTIVITY:

The listed activities triggered by this specific project are presented in Table 2, below:

Table 2: Activity Triggered by the Project

Activity Category	Specific Activities Triggered
Hazardous Substance: Treatment, Handling and Storage	**Activity 9.4** : The storage and handling of a dangerous goods, including petrol and diesel.
	Activity 9.5 Construction of filling stations or any other facility for the underground and aboveground storage of dangerous goods, including petrol, diesel.

LOCALITY MAP
An Existing Fuel Retail Outlet, Omaruru, Erongo Region

Legend:

Project Site

Prepared by:

Box 25021
Windhoek
Cell: 081 418 3125
Email: ekwao@iway.na

Date	April 2026
Site Coordinates	-22.41485 S 15.96061 E

Omaruru Town

Scale 1: 2,500

Figure 1: Project Location Map (Google Earth Image)

Figure 2: OEW Shell Service Station seen from East to West

Figure 3: OEW Shell service Station seen from West to East

Joel Shafashike

From: Ministry of Environment and Tourism <noreply@meft.gov.na>
Sent: Monday, 6 April 2026 8:16 pm
To: Joel Shafashike
Subject: Your application is verified

REPUBLIC OF NAMIBIA
Ministry of Environment, Forestry & Tourism

2026-04-06

Dear Joel Shafashike,

This email serves to inform you that your application **APP-007268** has been verified

Taking the following into considerations:

- Location of the project
- Polution potential
- Scale of operation of the project

Please upload the following documments:

- 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.meft.gov.na (downloads)
- 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
- Upload proof of payment (Revenue Stamps)

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

Thank you

Phillip Troskie Bulding
P/Bag 13306, Windhoek | Tel: +264 61 284 2111 | DEA: +264 61 284 2701

Ekwao Consulting

95 Papageienweg
Hochland Park
WINDHOEK
Namibia

Box 25021
WINDHOEK
Namibia

Tel: 081 418 3125
Mobile:081 127 3027
Fax2Mail:088 645 026
Email: ekwao@iway.na

8 April 2026

Neighbouring Property Owner(s) to OEW Shell Service Station
92 Wilhelm Zeraua Road
OMARURU

Dear Sir/Madam

NOTIFICATION IN TERMS OF SECTION 21 OF THE ENVIRONMENTAL IMPACT ASSESSMENT REGULATIONS

This letter serves to notify you as follows:

1. Ekwao Consulting CC ('**Ekwao'**) has been appointed by Omaruru Engineering Workshop CC (**'OEW'**) to handle their application for an Environmental Clearance Certificate (ECC) with the Ministry of Environment, Forestry and Tourism (MEFT).
2. OEW is operating a Shell branded fuel service station situated on 92 Wilhelm Zeraua Road. In terms of the Environmental Management Act (**EMA**), (Act No. 7 of 2007), OEW is required to have a valid ECC, permitting its operational activities.
3. As directed by MEFT, Ekwao is hereby notifying the neighbouring property owner(s) of OEW Shell Service Station regarding the ECC application.
4. Attached hereto is the Screening Notice received from MEFT outlining the documents required to accompany OEW's formal ECC application.

Thanking you

Joel Shafashike
Member - Ekwao Consulting

Received by: _____

Physical Address: _____

_____

_____

Date: ___ April 2026 Signature: _____

Joel Shafashike

From: Ministry of Environment and Tourism <noreply@meft.gov.na>
Sent: Monday, 6 April 2026 8:16 pm
To: Joel Shafashike
Subject: Your application is verified

REPUBLIC OF NAMIBIA
Ministry of Environment, Forestry & Tourism

2026-04-06

Dear Joel Shafashike,

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Taking the following into considerations:

- Location of the project
- Polution potential
- Scale of operation of the project

Please upload the following documments:

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

Thank you

Phillip Troskie Bulding
P/Bag 13306, Windhoek | Tel: +264 61 284 2111 | DEA: +264 61 284 2701

Joel Shafashike

From: Workshop <workshop@oew.com.na>
Sent: Thursday, 9 April 2026 2:14 pm
To: Joel Shafashike
Subject: RE: ECC Renewal

These are the people that live in Poland, Mr and Mrs Bradshaw. They are the owners. I am trying to get hold of them to explain to them what all of this is about.

From: Joel Shafashike <ekwao@iway.na>
Sent: Thursday, 9 April 2026 1:53 pm
To: Workshop <workshop@oew.com.na>
Subject: RE: ECC Renewal

Hi Enke,

Thank you for the information provided. Who owns this property below?

Regards

Joel

From: Workshop <workshop@oew.com.na>
Sent: Thursday, 9 April 2026 8:24 am
To: Joel Shafashike <ekwao@iway.na>
Subject: RE: ECC Renewal

Hi Joel,

The workshop and fuelstation and the office park at the back are all on the same erf (Erf 92) and all belong to the same owner (us). So the only one that would need to get a letter would be the house on the left but those people are in Poland, they are only in Namibia 3 months of the year, I will try and get hold of them.

Regards,
Anke

From: Joel Shafashike <ekwao@iway.na>
Sent: Wednesday, 8 April 2026 12:27 pm
To: Workshop <workshop@oew.com.na>
Subject: RE: ECC Renewal

Hi Enke,

Thanks for the email. I suggest you do that. Notify them and maybe the land owner to the west.
Let me have at least two signed copies
Also, if the workshop and service station are on separate erven – sign one for the workshop.

Regards

Joel

From: Workshop <workshop@oew.com.na>
Sent: Wednesday, 8 April 2026 11:57 am
To: Joel Shafashike <ekwao@iway.na>
Subject: RE: ECC Renewal

Hi Joel,

Since this is a corner property bordering the main street and a side street, no neighbours there. The only neighbour would be on side that borders the workshop buildings, not the fuel station. Is it then still necessary to notify that person?

Please advise.

Regards,
Anke Nel

From: Joel Shafashike <ekwao@iway.na>
Sent: Wednesday, 8 April 2026 9:08 am
To: Workshop <workshop@oew.com.na>
Subject: RE: ECC Renewal

Good Morning Anke

The Ministry of Environment Forestry and Tourism (MEFT) has advised that neighbouring property owners adjacent OEW Service Station be notified of the ECC application as per the Screening Notice received from MEFT. Normally, notification of neighbouring property owners is only required for new projects to inform them of the proposed development.