



Notification to Industry  
10 March 2023

**REQUEST FOR INDUSTRY COMMENTS ON PROPOSED AMENDMENTS TO FEES AND CHARGES PAYABLE TO RWANDA CIVIL AVIATION AUTHORITY**

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- TO
- The Aviation Industry Community and Public in General;
  - Air Operators including Foreign Air Operators operating in & out of Rwanda;
  - Owners of Aircraft;
  - Aircraft Maintenance Facilities;
  - Aerodrome Operators, Ground Handlers and Flight Support Services;
  - Air Navigation Services Providers;
  - Holders of Aviation Certificates;
  - Aviation Medical Practitioners;
  - Investigators of Aviation Occurrences;
  - Shippers and Transporters of Dangerous Goods;
  - Operators of UAS;
  - Search and Rescue Agencies;
  - Entities involved in Sports Aviation;

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Pursuant to the provisions of Article 31 of Law N°007/2019 Of 13/04/2019 Establishing Rwanda Civil Aviation Authority and RCARs Part 36 Sub-part F, the Authority is required to prescribe fees and Charges collectable for the services rendered to the industry.

Considering the current set of fees and charges were published in 2019, the Authority is proposing amendments against a background of inflation which stood at 21.6% by end of December, 2022 and the need for the Authority to recover costs for services rendered. The amendment also considered comments received from the industry during the last five years.

In this regard, the Authority is inviting the civil aviation industry and the associated public to review and comment on the proposed amendments to fees and charges. Annex A to this letter provide a summary of proposed amendments to the existing fees and charges. The Draft AIC is available on the RCAA website via the provided link.

Your comments are valuable and we urge persons to submit their comments in writing to RCAA directly or via email [info@caa.gov.rw](mailto:info@caa.gov.rw) .

The consultative period runs from 10 to 24 March 2023. No inputs or comments will be submitted after the cut-off date.



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In order to respond to comments received by the cut-off date, the Authority invites the civil aviation industry and associated public to attend a meeting in the RCAA training room on the 28<sup>th</sup> of March 2023 from 10:00 to 12:00 hours. For logistical purposes, all

persons wishing to join the meeting are request to contact Ms. Deborah Robwa on her email [robwa@caa.gov.rw](mailto:robwa@caa.gov.rw), copy [info@caa.gov.rw](mailto:info@caa.gov.rw).

Sincerely,

A handwritten signature in blue ink, appearing to read "Silas Udahemuka", is written over the official seal of the Rwanda Civil Aviation Authority. The seal is circular and contains the text "RWANDA CIVIL AVIATION AUTHORITY" around the perimeter, with a central emblem featuring a sun, a plane, and a ship.

**Silas Udahemuka**  
**Director General**  
**Rwanda Civil Aviation Authority**



## **Annex A: Summary of Amendments to the Current Fees and Charges**

AIC01/2023

### **Foreword**

RCAA is empowered by law to collect fees and Charges for the services rendered. RCARs Part 36 Sub-part F, which implements the provisions of Article 31 of Law N°007/2019 Of 13/04/2019 Establishing Rwanda Civil Aviation Authority, requires RCAA to prescribe and publish the scheme of fees and charges.

These charges are applicable from the date of publication and are subject to change from time to time.

### **Conditions**

- 1) When an application is made for the Authority to perform a function which requires an inspection or investigation outside Rwanda, a fee at the prevailing rate of the Authority per day for visits abroad including travel time, will be levied on the applicant to cover expenses for the inspectors per-diem in addition to any prescribed charges specified herein. The applicant will also cover the cost of return air tickets, ground transportation whilst the inspectors are out of Rwanda and cost of visa procurement in addition to the cost of any medical examination or test required for the trip {Regulation 36.205}.
- 2) When a function requires more than one inspector, a multiple of the rates stated in (1) will be charged for the number of Inspectors.
- 3) All applications made to the Authority must be accompanied by a receipt of full payment for the service applied for and as may be indicated on the applicable invoice issued by the Authority in respect of the application.
- 4) Fees paid for applications, licences, approvals, certificates and authorizations are not refundable under the following circumstances:
  - (i) if the licences, approvals, certificates and authorizations are not granted on the basis that the applicant failed to meet the minimum requirements after assessment, audit and/or inspection;
  - (ii) If the applicant decides to cancel the application;
  - (iii) If assessments, audits and/or inspections cannot be carried out as a result of the applicant's inability to provide the tools and logistics as well as meet all other requirements necessary to enable the assessments, audits and/or inspections to be carried out.
- 5) In the event an application is withdrawn by an applicant, resubmission of the application shall be charged.



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- 6) An applicant who is unable to avail himself/herself or his/her organization for assessments, audits and/or inspections within one year after making a payment shall be required to pay the full applicable fee again for the service.
- 7) If findings observed during assessments, audits and/or inspections are not corrected within a specified period acceptable to the Authority, a repeat assessment, audits and/or inspections may be required prior to granting any licences, certificates, approvals or authorizations and the applicant will be required to pay the full applicable fee again.
- 8) If an applicant has been granted an authorization/approval and fails to perform the activity for which was issued within the prescribed time, re-application will be charged.



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**Table 1: - Charges/ Fees for Flight Crew License Holders:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
SPL- Initial/Renewal	Nil	RWF 75,000-00	Cost recovery.
SPL- Amendment/Duplicate	Nil	RWF 100,000-00	
SPL - Authorizations	Nil	RWF 100,000-00	
PPL/CPL/ATPL authentication	Nil	RWF 150,000-00	
Designee CPL.	RWF 100,000-00	RWF 200,000-00	
Designee ATPL.	RWF 150,000-00	RWF 200,000-00	

**Table 2: - Other: Licenses for ATC, Aircraft Maintenance Engineer Flight Dispatchers and Cabin Crew Members:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
ATC license validation	RWF 500,000-00	RWF 350,000-00	The cost is reduced to promote development of local skill.
AMEL Validation	RWF 500,000-00	RWF 350,000-00	
Flight dispatcher license authentication/ rating renewal	Nil	RWF 100,000-00	Cost recovery



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**Table 3: - Other: Radio Operators:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
Station Radio Operator license authentication	Nil	RWF 75,000-00	Cost recovery.

**Table 4: Examiners and Instructors Ratings:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
Initial- Flt. Instructor/Examiner rating.	RWF 150,000-00	RWF 175,000-00	Cost recovery.
Gnd. Instructor/Examiner Conversion.	RWF 100,000-00	RWF 150,000-00	
Gnd. Instructor/Examiner license authentication.	Nil	RWF 150,000-00	
Flt. Instructor/Examiner license authentication.	Nil	RWF 150,000-00	

**Table 5: - Medicals:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
Class 1 – Initial/Renewal	Nil	RWF 75,000-00	Cost recovery.
Class II/III – Initial/Renewal	Nil	RWF 100,000-00	
Class III – Validation/Duplicate	Nil	RWF 100,000-00	
Class I - Amendment	Nil	RWF 150,000-00	
Amendment	Nil	RWF 200,000-00	



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Class II/III Amendment	Nil	RWF 200,000-00	
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**Table 6: Examination Charges: - Flight Crew:**

Service	Current	Proposed	Justification
PPL/CPL/ATPL Examination per subject	RWF 35,000-00	RWF 40,000-00	Cost recovery.
PPL/CPL/ATPL Validation Examination (Combined Oral and Paper)	RWF 100,000-00	RWF 150,000-00	
CPL/ATPL Skills Test	RWF 50,000-00	RWF 100,000-00	
Check Airman for ATOs/FATOs	Nil	RWF 50,000-00	

**Table 7: Examination Charges: - Others:**

Service	Current	Proposed	Justification
ATC/AMEL/FD/CCM Examination per subject	RWF 35,000-00	RWF 40,000-00	Cost recovery.
ATC/AMEL/FD/CCM Validation Examination (Combined Oral and Paper).	RWF 100,000-00	RWF 150,000-00	
ATC/AMEL/FD/CCM Skills Test.	RWF 50,000-00	RWF 100,000-00	



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**Table 8: Examination Charges: - Others:**

<b>Service</b>	<b>Current</b>	<b>Proposed</b>	<b>Justification</b>
Station Radio Operators Examination per subject.	RWF 35,000-00	RWF 40,000-00	Cost recovery.
Station Radio Operators Validation Examination (Combined Oral and Paper).	Nil	RWF 100,000-00	
Other related Examinations_ Request for remarking.	Nil	RWF 30,000-00	
Other related Examinations_ Request for special sitting.	Nil	RWF 25,000-00	

**Table 10: Lease Authorization to operate Foreign Registered Aircraft in Rwanda:**

<b>Service</b>	<b>Current</b>		<b>Proposed</b>		<b>Justification</b>
	<b>Issue</b>	<b>Renewal</b>	<b>Issue</b>	<b>Renewal</b>	
Less Than 5,700 Kg	RWF 5,000,000	Nil	USD 5,000	USD 2,500	<ul style="list-style-type: none"> <li>• Cost recovery.</li> <li>• Changed currency to USD.</li> </ul>
5,701 kg - 20,000 kg	RWF 10,000,000	Nil	USD 10,000	USD 5,500	
20,001 kg – 130,000 kg	RWF15,000,000	Nil	USD 15,000	USD 7,500	
Greater than 130,000 kg	RWF 20,000,000	Nil	USD 20,000	USD 10,000	



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**Table 11: Certification of Aircraft Maintenance Organization:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Less than 5,700 kg or related propulsion system workshops.	RWF3,000,000	RWF3,000,000	RWF3,500,000	RWF3,000,000	Considered Operation complexity.
From 5,701 kg - 20,000 kg.	RWF3,000,000	RWF3,000,000	RWF 8,000,000	RWF7,500,000	
From 20,001 kg – 130,000 kg.	RWF3,000,000	RWF3,000,000	RWF10,000,000	RWF9,000,000	
Greater than 130,000 kg.	RWF3,000,000	RWF3,000,000	RWF12,500,000	RWF12,000,000	
Stand-alone workshop.	RWF3,000,000	RWF3,000,000	RWF4,500,000	RWF4,000,000	

**Table 11: Certification of Aircraft Maintenance Organization:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Less than 5,700 kg or related propulsion system workshops.	USD 5,000	USD 5,000	USD 7,000	USD 3,500	Cost recovery.
From 5,701 kg - 20,000 kg.	USD 5,000	USD 5,000	USD 8,000	USD 4,000	
From 20,001 kg – 130,000 kg.	USD 5,000	USD 5,000	USD 10,000	USD 5,000	
Greater than 130,000 kg.	USD 5,000	USD 5,000	USD 12,500	USD 6,250	
Stand-alone workshop.	USD 5,000	USD 5,000	US D4,500	USD 2,250	



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**Table 11: Certification of Aircraft Maintenance Organization:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Certification of stand-alone CAMO –Local.	Nil	Nil	RWF2,000,000	RWF1,000,000	Cost recovery.
Certification of stand-alone CAMO – Foreign.	Nil	Nil	USD 2,500	USD 1,500	
Additional location/satellite approval fee- Local.	Nil	Nil	RWF 500,000	RWF 500,000	
Additional location/satellite approval fee- Foreign.	Nil	Nil	USD 600	USD 600	

**Table 12: Certification/Licensing of ATOs:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Certification of ATO.	RWF3,000,000	RWF 2,000,000	RWF 5,000,000	RWF 2,500,000	Cost recovery.
Validation of Foreign ATO.	USD 5,000	USD 5,000	USD 7,000	USD 5,000	
Validation of Foreign ATO + FSTD	Nil	Nil	USD 8,000	USD 4,000	
Validation of Foreign FSTD.	Nil	Nil	USD 3,000	USD 1,500	



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**Table 13: Certification/Licensing of Aerodromes and Ground Aids:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Category A- Primary International Aerodromes Certification.	RWF 8,500,000	RWF 8,500,000	RWF 26,400,000	RWF 12,000,000	Cost recovery.
Category B- Secondary International aerodromes Licensing.	RWF 4,500,000	RWF 4,500,000	RWF 14,400,000	RWF 7,200,000	
Category C- National and Private Aerodromes licensing.	RWF 900,000	RWF 900,000	RWF 14,000,000	RWF 7,200,000	
Category D and E-Private Airstrips/Helipads.	RWF 500,000	RWF 500,000	RWF 9,600,000	RWF 4,800,000	
Approval of construction permit (Category A Airports).	Nil	Nil	RWF 26,400,000	RWF 12,000,000	Cost recovery.
Approval of construction permit (Category B Airports).	Nil	Nil	RWF 11,500,000	RWF 5,500,000	
Approval of construction permit (Category C Airports).	Nil	Nil	RWF 5,500,000	RWF 2,500,000	
Approval of construction permit (Category D& E Airports).	Nil	Nil	RWF 5,500,000	RWF 2,500,000	
Approval of major works (MWOP).	RWF 2,200,000	-	RWF 2,400,000	-	
Approval of Medium Works (MWOP).	RWF 2,200,000	-	RWF 1,200,000	-	



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Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Approval of obstacle limitation.	RWF 120,000	-	RWF 2,400,000	-	
Continuous Inspections (per-inspection).	RWF 200,000	-			Removed.

**Table 14: Certification Air Navigation Service Providers and Associated Services:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Initial issue of Air Traffic Services Certificate.	-	-	RWF3,000,000	RWF1,900,000	ANSP specific services are considered separately to allow the applicant to apply for a specific authorization.
Initial issue of Communication, Navigation and Surveillance Certificate.	-	-	RWF2,500,000	RWF1,500,000	
Initial issue of Aeronautical Information Services certificate.	-	-	RWF2,400,000	RWF1,400,000	
Initial issue of Meteorological services certificate.	-	-	RWF2,400,000	RWF1,400,000	
Issue of Instrument Flight Procedure Design organization.	-	-	RWF3,300,000	-	Cost recovery.
Approval of new major projects.	-	-	RWF2,000,000	-	



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**Table 15: Authorization of Ground Handling Services:**

Service	Current		Proposed		Justification
	Issue	Renewal	Issue	Renewal	
Flight support services.	RWF15,000,000	RWF15,000,000	RWF 15,000,000	RWF 10,000,000	Considered industry previous comments.
Ground Handling Company for two years.	Nil	Nil	RWF 20,000,000	RWF15,000,000	
Acceptance of aviation fuel lifting company.	Nil	Nil	RWF 15,000,000	RWF10,000,000	
Acceptance of aviation Flight Catering Company.	Nil	Nil	RWF 15,000,000	RWF10,000,000	

**Table 16: Approval/Acceptance of Organization Documents/Manual(s):**

- 1) During certification, applications involving more than one type of aircraft will attract additional payment of 10% of the fees for each type based on its weight category for document evaluation (during certification).
- 2) All manuals for local organization are charged 300,000 Rwf for initial approval and 200,000 Rwf for revision (Previously, the fee varied from department to department)
- 3) The fee for initial approval of foreign organizations' (AOC, AMO, ATO, FSTD...) manuals is 300 USD and 200 USD for revision.

**Table 17: Approval/Acceptance of Organization Key Post Holders:**

Service	Current	Proposed	Justification
Accountable Manager (AOC, AMO, AGA, ANS, Others).	RWF 250,000	RWF 300,000	Cost recovery.



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Other Key Post Holders (AOC, AMO, AGA, ANS, Others).	RWF 250,000	RWF 250,000	
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**Table 18: Fees for License/Permit To Operate Air Services In/Out Of Rwanda:**

Service	Current	Proposed		Justification
		Initial	Renewal	
Air service licence issued to local air operators.	Nil	RWF 10,000,000	RWF 5,000,000	Proposed to support economic oversight activities.
Air service licence issued to foreign air operators.	Nil	USD 7,000	USD 5,000	
Variation of Air service licence issued to local AOC.	Nil	RWF 500,000	-	
Variation of Air service licence issued to foreign AOC.	Nil	USD 500	-	
Code-sharing between Rwandan registered AOC.	Nil	RWF 1,000,000	RWF 1,000,000	
Code-sharing between Rwandan registered Air Operators and Foreign registered Air Operators.	Nil	RWF 2,000,000	RWF 2,000,000	
Code Sharing between Foreign registered AOC.	Nil	USD 3,000	USD 1,500	
Any other code sharing arrangement not described herein.	Nil	USD 1,000	USD 1,000	



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**Table 19: Air Ticketing Agencies:**

Service	Current	Proposed		Justification
		Initial	Renewal	
Issuance of Ticketing Agency Licence- 5 years.	Nil	RWF 1,500,000	RWF 1,000,000	To support economic oversight activities to Safeguard interest of travelling public.
Issuance of annual Ticketing Agency Operational Certificate.	Nil	RWF 600,000	RWF 500,000	

**Table 23: Environment:**

Service	Current	Proposed	Justification
		Initial	
Aircraft noise certificate.	Nil	RWF 1,000,000	Cost recovery.



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**TABLE 27: Aviation Security and Facilitation:**

Service	Current		Proposed		Justification
	Initial	Renewal	Initial	Renewal	
Approval of regulated Agents or known consignors for cargo.	RWF 500,000	RWF 500,000	RWF 1,150,000	RWF 500,000	Cost recovery.
Approval of Aviation Training Organization.	RWF 500,000	RWF 500,000	RWF 1,200,000	RWF 600,000	

**Table 28: UAS Flight Crew Licence:**

No	Service Description	Current	Proposed
28.1	Initial Remote Pilot Certificate	Nil	RWF 70,000
28.2	Document evaluation for accepting UAS training certificates/licence from training center in Rwanda	Nil	RWF 20,000
28.3	Renewal of UAS pilot certificate/licence	50	RWF 50,000
28.4	Document review and Validation of Accepting of UAS training certificates from training centers outside Rwanda.	Nil	RWF 50,000
28.5	Document evaluation of UAS remote pilot certificate/licence issued by other CAA	Nil	RWF 100,000
28.6	Issue/renewal of medical certificate (Payable to the Authority).	Nil	RWF 10,000



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**TABLE 29: Authorization/approval of organizations Engaged in UAS Operations:**

No	Service Description	Current		Proposed	
		Initial Issue	Renewal	Initial Issue	Renewal
<b>Authorization/Approval/Certification of Organizations operating in Rwanda</b>					
29.1	Document review of UAS Operator Certificate.	Nil	-	RWF 400,000	-
29.2	UAS Operator Certificate.	RWF 500,000	RWF 500,000	RWF 700,000	RWF 600,000
29.3	New use cases document review.	Nil	-	RWF 200,000	-
29.4	Amendments of UOC.	Nil	-	RWF 200,000	-
29.5	Document review of UTO.	Nil	-	RWF 200,000	-
29.6	UAS UTO certificate.	RWF 500,000	RWF 500,000	RWF 500,000	RWF 250,000
29.7	Amendments of UTO.	Nil	-	RWF 200,000	-
29.8	Document review of manufacturing organization.	Nil	-	RWF 200,000	-
29.9	UAS Manufacturing Organization authorization.	RWF 500,000	RWF 500,000	RWF 500,000	RWF 250,000
29.10	Amendments of Manufacturing Organization.	Nil	-	RWF 200,000	-

**TABLE 30: Registration of Unmanned Aircraft equal or less than 1kg:**

No.	Service Description	Current	Proposed
30.1	UAS Registration certificate	RWF 100,000	RWF 60,000
30.2	Document review of UAS registration certificate	Nil	RWF 60,000
30.3	De-registration	Nil	RWF 20,000

**TABLE 31: Activity Permit Fees and Charges:**

No.	Service Description	Current	Proposed
31.1	VLOS Activity Permit per flight with UOC	RWF 10,000	RWF 40,000
31.2	VLOS Activity Permit per flight without UOC	70	RWF 70,000
31.3	Activity Permit amendment	10	RWF 10,000



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31.4	Expedited activity permit (requiring authorization in less than 4-days after application).	Nil	RWF 100,000
31.5	BVLOS oversight (per flight)	Nil	RWF 1,000
31.6	Authorization for drone light show (between 50 and 100 drones).	Nil	RWF 500,000
31.7	Authorization for drone light show (above 100 drones).	Nil	RWF 1,000,000

**TABLE 32: UAS Club Fees:**

No	Service Description	Current		Proposed	
		Initial	Renewal	Initial	Renewal
32.1	Authorization fee.	Nil	Nil	RWF 200,000	RWF 100,000
32.2	Document review of UAS club.	Nil	Nil	RWF 200,000	-
32.3	Amendment of UAS Club.	Nil	Nil	RWF 50,000	-
32.4	Application fee.	Nil	Nil	RWF 70,000	RWF 70,000

**TABLE 34: Miscellaneous Chargers/fees: Confirmation Letters:**

No	Service Description	Current	Proposed
		Initial	Initial
34.1	Hourly consultancy rate for other services offered by the Authority.		USD 50

THE END

**AERONAUTICAL INFORMATION CIRCULAR ( A I C ) 'A 01/2023'**  
**REPUBLIC OF RWANDA**



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**Rwanda Civil Aviation Authority fees and Charges**

Following circular is hereby promulgated for information, guidance and necessary action.

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**Silas UDAHEMUKA**

**Director General**

**RWANDA CIVIL AVIATION AUTHORITY**



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**RWANDA CIVIL AVIATION AUTHORITY SCHEME OF FEES & CHARGES**

<b>REVENUE CATEGORIES</b>	<b>APPROVAL DATE</b>	<b>LEGAL PROVISION</b>
Oversight charges	Official Gazette no. Special of 23/05/2019	Article 31 of Law N°007/2019 Of 13/04/2019 Establishing Rwanda Civil Aviation Authority.
	Official Gazette no. Special of 08/02/2019	Ministerial order N°01/CAB.M/019 Of 06/02/2019 establishing Civil Aviation Regulations, Part 36 Regulation 36.215.
Licences / Certificates / Authorizations/ Approvals	Official Gazette no. Special of 23/05/2019	Article 31 of Law N°007/2019 Of 13/04/2019 Establishing Rwanda Civil Aviation Authority.
	Official Gazette no. Special of 08/02/2019	Ministerial order N°01/CAB.M/019 Of 06/02/2019 establishing Civil Aviation Regulations , Part 36 Regulation 36.200.

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## Foreword

RCAA is empowered by law to collect fees and Charges for the services rendered. RCARs Part 36 Sub-part F, which implements the provisions of Article 31 of Law N°007/2019 Of 13/04/2019 Establishing Rwanda Civil Aviation Authority, requires RCAA to prescribe and publish the scheme of fees and charges.

These charges are applicable from the date of publication and are subject to change from time to time.

## Conditions

- 1) When an application is made for the Authority to perform a function which requires an inspection or investigation outside Rwanda, a fee at the prevailing rate of the Authority per day for visits abroad including travel time, will be levied on the applicant to cover expenses for the inspectors per-diem in addition to any prescribed charges specified herein. The applicant will also cover the cost of return air tickets, ground transportation whilst the inspectors are out of Rwanda and cost of visa procurement in addition to the cost of any medical examination or test required for the trip {Regulation 36.205}.
- 2) When a function requires more than one inspector, a multiple of the rates stated in (1) will be charged for the number of Inspectors.
- 3) All applications made to the Authority must be accompanied by a receipt of full payment for the service applied for and as may be indicated on the applicable invoice issued by the Authority in respect of the application.
- 4) Fees paid for applications, licences, approvals, certificates and authorizations are not refundable under the following circumstances:
  - (i) if the licences, approvals, certificates and authorizations are not granted on the basis that the applicant failed to meet the minimum requirements after assessment, audit and/or inspection;
  - (ii) If the applicant decides to cancel the application;
  - (iii) If assessments, audits and/or inspections cannot be carried out as a result of the applicant's inability to provide the tools and logistics as well as meet all other requirements necessary to enable the assessments, audits and/or inspections to be carried out.
- 5) In the event an application is withdrawn by an applicant, resubmission of the application shall be charged.
- 6) An applicant who is unable to avail himself/herself or his/her organization for assessments, audits and/or inspections within one year after making a payment shall be required to pay the full applicable fee again for the service.
- 7) If findings observed during assessments, audits and/or inspections are not corrected within a specified period acceptable to the Authority, a repeat assessment, audits and/or inspections may be required prior to granting any licences, certificates, approvals or authorizations and the applicant will be required to pay the full applicable fee again.
- 8) If an applicant has been granted an authorization/approval and fails to perform the activity for which was issued within the prescribed time, re-application will be charged.

**SCHEDULE A) LICENCES, RATINGS AND CERTIFICATES FOR AVIATION PERSONNEL****TABLE 1: Charges/ Fees for Flight Crew Licence Holders**

No	Service Description	SPL	PPL	CPL	ATPL
1.1	Initial	RWF 75,000	RWF 150,000	RWF 300,000	RWF 350,000
1.2	Renewal	RWF 75,000	RWF 150,000	RWF 200,000	RWF 250,000
1.3	Validation	-	RWF 250,000	RWF 350,000	RWF 350,000
1.4	Conversion	-	RWF 150,000	RWF 300,000	RWF 350,000
1.5	Type Rating Endorsement	-	RWF 150,000	RWF 150,000	RWF 150,000
1.6	Duplicate	RWF 100,000	RWF 100,000	RWF 100,000	RWF 100,000
1.7	Amendment	RWF 100,000	RWF 100,000	RWF 100,000	RWF 100,000
1.8	Designee	-	-	RWF 200,000	RWF 200,000
1.9	Other special authorizations	RWF 100,000	RWF 100,000	RWF 100,000	RWF 100,000
1.10	Licence authentication	-	RWF 150,000	RWF 150,000	RWF 150,000

**TABLE 2: Aircraft Maintenance Engineer (AME) Flight (Flt.) Dispatchers & Cabin Crew.**

No	Service Description	AME	Cabin Crew	Flt. Dispatcher
2.1	Initial	RWF 150,000	RWF 100,000	RWF 300,000
2.2	Renewal	RWF 100,000	RWF 75,000	RWF 200,000
2.3	Validation	RWF 350,000	RWF 100,000	RWF 350,000
2.4	Conversion	RWF 300,000	RWF 100,000	RWF 100,000
2.5	Type Rating Endorsement	RWF 100,000	RWF 50,000	RWF 100,000
2.6	Duplicate	RWF 100,000	RWF 100,000	RWF 100,000
2.7	Amendment	RWF 100,000	RWF 100,000	RWF 100,000
2.8	Designee	RWF 100,000	RWF 200,000	RWF 100,000
2.9	Other special authorizations	RWF 100,000	RWF 100,000	RWF 100,000
2.10	Licence authentication	RWF 100,000	RWF 100,000	RWF 100,000
2.11	Rating Renewal (Including A/C Type)	RWF 100,000	RWF 50,000	RWF 100,000
2.12	Station Validation	RWF 100,000	-	-

**TABLE 3: Air Traffic Controller & Aeronautical (Aero.) Radio Station (Stn.) Operators.**

No	Service Description	Air Traffic Controller	Aero. Stn. radio Operator
2.13	Initial	RWF 150,000	RWF 100,000
2.14	Renewal	RWF 100,000	RWF 75,000
2.15	Validation	RWF 350,000	RWF 100,000
2.16	Conversion	RWF 100,000	RWF 100,000
2.17	Type Rating Endorsement	RWF 100,000	-
2.18	Duplicate	RWF 100,000	RWF 100,000
2.19	Amendment	RWF 100,000	RWF 100,000
2.20	Designee	RWF 100,000	RWF 100,000
2.21	Other special authorizations	RWF 100,000	RWF 100,000
2.22	Licence authentication	RWF 100,000	RWF 75,000
2.23	Rating Renewal (Including A/C Type)	RWF 100,000	-
2.24	Station Validation	RWF 100,000	-

**TABLE 4: Other: Flight and Ground Examiners and Instructors Ratings**

No	Service Description	Flight instructor/Examiner	Ground instructor/ Examiner
4.1	Initial	RWF 175,000	RWF 150,000
4.2	Renewal	RWF 100,000	RWF 100,000
4.3	Validation	RWF 100,000	RWF 100,000
4.4	Conversion	RWF 150,000	RWF 150,000
4.5	Rating Endorsement	RWF 100,000	RWF 100,000
4.6	Duplicate	RWF 100,000	RWF 100,000
4.7	Amendment	RWF 100,000	RWF 100,000
4.8	Designee	RWF 100,000	RWF 100,000
4.9	Station Validation	RWF 100,000	RWF 100,000
4.10	Other special authorizations	RWF 100,000	RWF 100,000
4.11	Licence authentication	RWF 150,000	RWF 100,000

**TABLE 5: Medicals**

No	Service Description	Class I	Class II	Class III
5.1	Initial	RWF 150,000	RWF 100,000	RWF 100,000
5.2	Renewal	RWF 150,000	RWF 100,000	RWF 100,000
5.3	Validation	RWF 200,000	RWF 100,000	RWF 100,000
5.4	Duplicate	RWF 200,000	RWF 150,000	RWF 120,000
5.5	Amendment	RWF 100,000	RWF 80,000	RWF 80,000

**TABLE 6: Examination Charges: - Flight Crew**

No	Service Description	PPL	CPL	ATPL
6.1	Examination per subject	RWF 40,000	RWF 40,000	RWF 40,000
6.2	Validation Examination (Written & Oral)	RWF 150,000	RWF 150,000	RWF 150,000
6.3	Type Rating Examination	RWF 50,000	RWF 50,000	RWF 50,000
6.4	Instrument Rating Examination	RWF 50,000	RWF 50,000	RWF 50,000
6.5	Mock Examination per subject	RWF 10,000	RWF 10,000	RWF 10,000
6.6	English Language Proficiency	RWF 150,000	RWF 150,000	RWF 150,000
6.7	Radio Telephony Examination	RWF 50,000	-	-
6.8	Skills Test	RWF 50,000	RWF 100,000	RWF 100,000
6.9	Ground Instructor	RWF 50,000	RWF 50,000	RWF 50,000
6.10	Check Airman for ATOs/FATOs	-	RWF 50,000	RWF 50,000

**TABLE 7: Examination Charges: - Other**

No	Service Description	A/C Maint. Engineer	Air Traffic Controllers	Flight Dispatchers	Cabin Crew
7.1	Examination per subject	RWF 40,000	RWF 40,000	RWF 40,000	RWF 40,000
7.2	Validation Examination (Composite and Oral)	RWF 150,000	RWF 150,000	RWF 150,000	RWF 150,000
	Type Rating/Rating Examination	RWF 50,000	RWF 50,000	N/A	RWF 50,000

No	Service Description	A/C Maint. Engineer	Air Traffic Controllers	Flight Dispatchers	Cabin Crew
7.3	Mock Examination per session	RWF 10,000	RWF 10,000	RWF 10,000	RWF 10,000
7.4	Skills Test	RWF 100,000	RWF 100,000	RWF 100,000	RWF 100,000
7.5	Station Validation Examination –Written or Oral	-	RWF 50,000	-	-
7.6	English Language Proficiency	-	RWF 150,000	RWF 150,000	-
7.7	Radio Telephony	-	RWF 50,000	RWF 50,000	-
7.8	Instructor/Ground Instructor	RWF 50,000	RWF 50,000	RWF 50,000	RWF 50,000
7.9	OJT Instructor (Per/ Ratings)	RWF 50,000	RWF 50,000	RWF 50,000	RWF 50,000
7.10	Designee	RWF 100,000	RWF 100,000	RWF 100,000	RWF 75,000
7.11	Instructor/Examiner Rating Validation	RWF 100,000	RWF 100,000	RWF 100,000	RWF 100,000

**TABLE 8: Examination Charges: Others**

No	Service Description	Aeronautical Station Radio Operators	Other Examination
8.1	Examination	RWF 40,000	-
8.2	Validation Examination- Written and Oral	RWF 100,000	-
8.3	Mock Examination per subject	RWF 10,000	RWF 10,000
8.4	Request for remarking examination papers	-	RWF 30,000
8.5	Request for special sitting	-	RWF 25,000

**SCHEDULE B) CERTIFICATES, LICENCES, AUTHORIZATIONS, APPROVALS ISSUED/GRANTED TO ORGANIZATIONS.**

**TABLE 9: Air Operator Certification**

- 1) For the grant of an Air Operator Certificate, the applicant shall pay a charge of the amount appropriate to the maximum take-off weight authorized for the heaviest type of aircraft specified in the application.
- 2) For Applications involving more than one type of aircraft, the applicant shall pay additional 10% of the fees for each type based on its weight category for document evaluation.
- 3) Fees for validation of foreign AOC aircraft shall be considered in batches of 10 aircraft.
- 4) Duplicate AOC certificate shall be issued at 75% of the applicable category renewal fee.

No	Service Description	Initial	Renewal
<b>AOC Issuance/Renewal to an operator with one Aeroplane with MTOW classes:</b>			
9.1	Less than 5,700 kg.	RWF 3,000,000	RWF 2,500,000
9.2	5,701 kg - 20,000 kg.	RWF 4,500,000	RWF 4,000,000
9.3	20,001 kg – 130,000 kg.	RWF 9,500,000	RWF 8,000,000
9.4	Greater than 130,000 kg.	RWF 15,000,000	RWF 12,000,000
<b>AOC Issuance/Renewal for fleet of airplanes with MTOW classes:</b>			

No	Service Description	Initial	Renewal
9.5	Less than 5,700 kg.	RWF 4,000,000	RWF3,500,000
9.6	5,701 kg - 20,000 kg.	RWF 6,500,000	RWF 6,000,000
9.7	20,001 kg – 130,000 kg.	RWF 12,000,000	RWF12,000,000
9.8	Greater than 130,000 kg.	RWF 25,000,000	RWF 20,000,000
<b>Issuing of AOC for fleet of Helicopters with MTOW classes:</b>			
9.9	Less than 1,500 kg.	RWF 2,000,000	RWF 1,000,000
9.10	1,501 kg – 5,700 kg.	RWF 3,000,000	RWF 2,500,000
9.11	Greater than 5,700 kg.	RWF 5,000,000	RWF 4,500,000
<b>Other Authorization:</b>			
9.12	Special Authorization	RWF 5,000,000	RWF 4,500,000
9.13	Aerial Work Authorization.	RWF 7,000,000	RWF 6,500,000
9.14	Approval of handling dangerous goods	RWF 7,000,000	RWF 6,500,000
<b>Addition of a similar aircraft type to the Air Operator Certificate:</b>			
9.15	Less than 5,700 kg.	RWF 1,000,000	-
9.16	5,701 kg - 20,000 kg.	RWF 3,500,000	-
9.17	20,001 kg – 130,000 kg.	RWF 7,500,000	-
9.18	Greater than 130,000 kg.	RWF 10,000,000	-
<b>Addition a different aircraft type to the Air Operator Certificate:</b>			
9.19	Less than 5,700 kg.	RWF 3,000,000	-
9.20	5,701 kg - 20,000 kg.	RWF 4,500,000	-
9.21	20,001 kg – 130,000 kg.	RWF 9,500,000	-
9.22	Greater than 130,000 kg.	RWF 15,000,000	-
<b>Validation of Foreign Air Operators quoted in USD (refer to note above):</b>			
9.23	10 or less aircraft with MTOW at or below 5,700 kg.	USD 3,000	USD 2,500
9.24	10 or less aircraft with MTOW from 5,701- 20,000 kg.	USD 5,000	USD 4,500
9.25	10 or less aircraft with MTOW from 20,001-130,000 kg.	USD 7,400	USD 6,500
9.26	10 or less aircraft with MTOW greater than 130,000 kg.	USD 10,000	USD 8,500
<b>Amendments of Air Operator Certificates</b>			
9.27	Amendments of local AOC.	RWF 1,000,000	-
9.28	Amending Foreign AOC.	USD 2000	-

TABLE 10: Lease Authorization to operate Foreign Registered Aircraft in Rwanda

No	Service Description	Initial	Renewal
<b>Lease Authorization to Operate Foreign Registered Aircraft in Rwanda (per aircraft):</b>			
10.1	Less Than 5,700 Kg	USD 6,000	USD 5,000
10.2	5,701 kg - 20,000 kg	USD 11,000	USD 10,000
10.3	20,001 kg – 130,000 kg	USD 16,000	USD 15,000
10.4	Greater than 130,000 kg	USD 22,000	USD 20,000

TABLE 11: Certification of Aircraft Maintenance Organization

- 1) Workshops maintaining aircraft propulsion system will pay fees equivalent to the airframe category listed in the table below.

- 2) During certification if an applicant applies for more than one location, the applicant will pay :
- for foreign AMOs, Additional USD 500 per location other than the base;
  - For local AMOs, Additional 500,000.00 RWF per location other than the base.

No	Service Description	Initial Issue	Renewal
<b>Certification of Local AMO conducting Maintenance of airplanes with MTOW classes of:</b>			
11.1	Less than 5,700 kg or related propulsion system workshops.	RWF 7,000,000	RWF 6,000,000
11.2	From 5,701 kg - 20,000 kg.	RWF 8,000,000	RWF 7,500,000
11.3	From 20,001 kg – 130,000 kg.	RWF 10,000,000	RWF 9,000,000
11.4	Greater than 130,000 kg.	RWF 12,500,000	RWF 12,000,000
11.5	Stand-alone workshop.	RWF 4,500,000	RWF 4,000,000
11.6	Certification of CAMO.	RWF 2,000,000	RWF1,000,000
11.7	Amendment of AMO Certificate.	RWF 1,000,000	-
11.8	Duplicate AMO Certificate.	RWF 1,000,000	-
<b>Certification of Foreign AMO conducting Maintenance of airplanes with MTOW classes of:</b>			
11.9	Less than 5,700 kg.	USD 7,000	USD 3,500
11.10	From 5,701 kg - 20,000 kg.	USD 8,000	USD 4,000
11.11	From 20,001 kg – 130,000 kg.	USD 10,000	USD 5,000
11.12	Greater than 130,000 kg.	USD 12,500	USD 6,250
11.13	Stand-alone workshop.	USD 4,500	USD 2,250
11.14	Certification of foreign CAMO	USD 2,500	USD 1,500
11.15	Amendment of AMO Certificate.	3,000	-
11.16	Duplicate AMO Certificate.	2,000	-

**TABLE 12: Certification of Aviation Training Organization**

No	Service Description	Initial Issue	Renewal
12.1	Certification of ATO	RWF 5,000,000	RWF 4,000,000
12.2	Validation of Foreign ATO.	USD 7,000	USD 7,000
12.3	Validation of Foreign ATO + FSTD	USD 8,000	USD 4,000
12.4	Validation of Foreign FSTD.	USD 3,000	USD 1,500

**TABLE 13: Certification/Licensing of Aerodromes and Ground Aids**

No	Service Description	Initial	Renewal
<b>Certification/Licensing of Aerodromes and Ground Aids</b>			
13.1	Category A- Primary International Aerodromes Certification (1760 hours).	RWF 26,400,000	RWF 12,000,000
13.2	Category B- Secondary International aerodromes Licensing (960 hours).	RWF 14,400,000	RWF 7,200,000
13.3	Category C- National and Private Aerodromes licensing.	RWF 14,000,000	RWF 7,200,000
13.4	Category D and E-Private Airstrips/Helipads.	RWF 9,600,000	RWF 4,800,000
13.5	Obstacle limitation approval.	RWF 2,400,000	-
13.6	Approval of construction permit (Category A Airports).	RWF 14,400,000	RWF 7,200,000
13.7	Approval of construction permit (Category B Airports).	RWF 9,600,000	RWF 4,800,000

No	Service Description	Initial	Renewal
13.8	Approval of construction permit(Category C Airports).	RWF 4,800,000	RWF 2,400,000
13.9	Approval of construction permit(Category D& E Airports).	RWF 4,800,000	RWF 2,400,000
13.10	Approval of major works(MWOP).	RWF 2,400,000	-
13.11	Approval of Medium Works(MWOP).	RWF 1,200,000	-

**TABLE 14: Certification Air Navigation Service Providers and Associated Services.**

1) ANSP Certification fees are to be determined by the services requested for approval.

No	Service Description	Initial	Renewal
<b>Air Navigation Service Provider (ANSP) Certificate</b>			
14.1	Initial issue of Air Traffic Services Certificate	RWF 3,000,000	RWF 1,900,000
14.2	Initial issue of Communication, Navigation and Surveillance Certificate.	RWF 2,500,000	RWF 1,500,000
14.3	Initial issue of Aeronautical Information Services certificate.	RWF 2,400,000	RWF 1,400,000
14.4	Initial issue of Meteorological services certificate.	RWF 2,400,000	RWF 1,400,000
14.5	Issue of Instrument Flight Procedure Design organization.	RWF 3,300,000	-
<b>Approval of ANSP Major Projects</b>			
14.6	Approval of new major projects.	RWF 1,100,000	-

**TABLE 15: Authorization of Ground Handling Services.**

No	Service Description	Initial	Renewal
15.1	Certification of Ground Handling Company.	RWF 20,000,000	RWF 15,000,000
15.2	Authorization of flight support services for two years.	RWF 15,000,000	RWF 10,000,000
15.3	Acceptance of aviation fuel lifting company.	RWF 15,000,000	RWF 10,000,000
15.4	Acceptance of aviation Flight Catering Company.	RWF 15,000,000	RWF 10,000,000

**TABLE 16: Approval/Acceptance of Organization Documents/Manual(s).**

1) Manuals submitted during certification process are not charged separately.

No	Service Description	Initial/Reissue	Amendment
<b>Manuals related to Local AOC, AMO, ATO, AGA, ANS and any other Manuals:</b>			
16.1	AOC.	RWF 300,000	RWF 200,000
16.2	AMO.	RWF 300,000	RWF 200,000
16.3	ATO.	RWF 300,000	RWF 200,000
16.4	FSTD.	RWF 300,000	RWF 200,000
16.5	Aerodrome.	RWF 300,000	RWF 200,000
16.6	Air Navigation Service Providers.	RWF 300,000	RWF 200,000
16.7	Aviation Security.	RWF 300,000	RWF 200,000
16.8	GHM.	RWF 300,000	RWF 200,000
16.9	Regulated Agencies Manuals.	RWF 300,000	RWF 200,000
16.10	UAS Manuals.	RWF 100,000	RWF 50,000
16.11	Other manuals.	RWF 300,000	RWF 200,000
<b>Manuals related to Foreign AOC, AMO, ATO and any other Manuals:</b>			
16.12	AOC.	USD 300	USD 200

No	Service Description	Initial/Reissue	Amendment
16.13	AMO.	USD 300	USD 200
16.14	ATO.	USD 300	USD 200
16.15	FSTD.	USD 300	USD 200
16.16	Other manuals.	USD 300	USD 200
<b>Manuals related to evaluation and approval of AVSEC Programmes- Domestic Operators:</b>			
16.17	Airport Operators (Domestic - Commercial).	RWF 300,000	RWF 200,000
16.18	Airport Operators (Domestic - Private).	RWF 300,000	RWF 200,000
16.19	Aircraft Operators (Domestic - Commercial).	RWF 300,000	RWF 200,000
16.20	Aircraft Operators (Charters/ General Aviation).	RWF 300,000	RWF 200,000
16.21	Regulated Agents or known consignors.	RWF 300,000	RWF 200,000
16.22	Catering Companies.	RWF 300,000	RWF 200,000
16.23	Security Service Providers.	RWF 300,000	RWF 200,000
16.24	Airport Tenant Organizations/ Concessionaires.	RWF 300,000	RWF 200,000
<b>Manuals related to evaluation and approval of AVSEC Programmes- Foreign Operators:</b>			
16.25	Foreign Airport Operators.	USD 300	USD 200
<b>Manuals related to evaluation and approval of AVSEC ATO Manuals:</b>			
16.26	Approval of an ATO Program.	RWF 300,000	RWF 300,000

TABLE 17: Approval/Acceptance of Organization Key Post Holders.

No	Service Description	Initial
17.1	Accountable Manager (Operators and service providers).	RWF 300,000
17.2	Other Key Post Holders (Operators and service providers).	RWF 250,000

TABLE 18: Licence/Permit to Operate Air Services in/out of Rwanda.

No	Service Description	Initial	Renewal
<b>Air service licence for to operate air services into, or from, or within Rwanda for the transportation of passengers, mail or cargo for hire and reward:</b>			
18.1	Air service licence issued to local air operators.	RWF 10,000,000	RWF 5,000,000
18.2	Air service licence issued to foreign air operators.	USD 10,000	USD 5,000
18.3	Variation of Air service licence issued to local air operators.	RWF 2,000,000	-
18.4	Variation of Air service licence issued to foreign air operators.	USD 2,000	-
<b>Code-sharing authorization:</b>			
18.5	Code-sharing between Rwandan registered Air Operators.	RWF 1,000,000	RWF 1,000,000
18.6	Code-sharing between Rwandan registered Air Operators and Foreign registered Air Operators.	RWF 2,000,000	RWF 2,000,000
18.7	Code Sharing between Foreign registered Air Operators.	USD 3,000	USD 1,500
18.8	Any other code sharing arrangement not described herein.	USD 1,000	USD 1,000

TABLE 19: Air Ticketing Agencies.

- (1) Fees related to approval/authorization of air ticketing agencies will be applicable on the date the requirements are published by Rwanda Civil Aviation Authority.

No	Service Description	Initial	Renewal
19.1	Issuance of Ticketing Agency Licence.	RWF 1,500,000	RWF 1,000,000
19.2	Issuance of annual Ticketing Agency Operational Certificate.	RWF 600,000	RWF 500,000

### SCHEDULE C) FEES/CHARGES RELATED TO AIRCRAFT

**TABLE 20: Aircraft Registration.**

- (1) Special registration marks are charged 5-fold (5 x Applicable registration fee) the normal registration fee per the applicable Category.
- (2) Any duplicate certificate identified in the Table below is calculated at 75% of the indicated corresponding value.
- (3) Special registration marks shall be five (5) times the normal fees.
- (4) Amendment of type acceptance certificate shall be 75% of the indicated corresponding value.

No	Service Description	Initial
<b>Aircraft Registration Marks:</b>		
20.1	Aircraft with All Up Weight less than 3,000 kg.	RWF 250,000
20.2	Aircraft with All Up Weight from 3,001 kg – 5,700 kg.	RWF 500,000
20.3	Aircraft with All Up Weight from 5,701 kg – 13,000 kg.	RWF 1,000,000
20.4	Aircraft with All Up Weight greater than 13,000 kg.	RWF 5,000,000
20.5	Amendment of C of R.	RWF 500,000
20.6	Reservation of aircraft registration mark.	RWF 100,000
20.7	Deviation from Registration Mark standards (Per aircraft).	RWF 1,000,000
20.8	Cancellation of Registration.	RWF 2,000,000
20.9	Registration of a Glider.	RWF 2,000,000
20.10	Registration of a Balloon.	RWF 4,000,000
20.11	Copy of the Civil Aircraft Register.	RWF 500,000

**TABLE 21: Certificates of Airworthiness.**

No	Service Description	Initial	Renewal
<b>Issue/Renewal of Aircraft Certificate of Airworthiness:</b>			
21.1	C of A for aircraft with MTOW less than 1,500 kg.	RWF 200,000	RWF 200,000
21.2	C of A for aircraft with MTOW between 1,501 – 5,700 kg.	RWF 500,000	RWF 500,000
21.3	C of A for aircraft with MTOW between 5,701– 13,000 kg	RWF 1,500,000	RWF 1,500,000
21.4	C of A for aircraft with MTOW greater than 13,000 kg.	RWF 3,000,000	RWF 3,000,000
21.5	Export C of A for aircraft MTOW less than 1,500 kg.	RWF 500,000	RWF 500,000
21.6	Export C of A for aircraft with MTOW between 1,501– 5,700 kg.	RWF 1,000,000	-
21.7	Export C of A for aircraft with MTOW between 5,701– 13,000 kg.	RWF 2,000,000	-
21.8	Export C of A for aircraft with MTOW greater than 13,000 kg.	RWF 3,500,000	-
21.9	Flight Permit for aircraft with MTOW Less than 1,500 kg.	RWF 200,000	RWF 200,000
21.10	Flight Permit for aircraft with MTOW between 1,501– 5,700 kg.	RWF 500,000	RWF 500,000
21.11	Flight Permit for aircraft with MTOW between 5,701– 13,000 kg.	RWF 1,500,000	RWF 1,500,000

No	Service Description	Initial	Renewal
21.12	Flight Permit for aircraft with MTOW Greater than 13,000 kg.	RWF 3,000,000	RWF 3,000,000
21.13	Any other Authorization to fly/maintain aircraft registered in Rwanda.	RWF 3,000,000	RWF 3,000,000
21.14	Restricted C of A for aircraft with MTOW less than 1,500 kg.	RWF 100,000	RWF 100,000
21.15	Restricted C of A for aircraft with MTOW 1,501 kg – 5,700 kg.	RWF 200,000	RWF 200,000
21.16	Restricted C of A for aircraft with MTOW 5,701 kg – 13,000 kg.	RWF 500,000	RWF 500,000
21.17	Restricted C of A for aircraft with Maximum all up weight Greater than 13,000 kg.	RWF 1,000,000	RWF 1,000,000

**TABLE 22: Aircraft Modifications, allocation of Codes, Mass and Balance Reports.**

No	Service Description	Initial
<b>Fees Related to Aircraft Modifications, Allocation of Codes, Mass and Balance Reports:</b>		
22.1	Approval of Modifications.	RWF 2,000,000
22.2	Allocation of Mode ATC Transponder Codes.	RWF 1,500,000
22.3	Approval of Mass and Balance Report.	RWF 500,000
22.4	Amendment of Mass and Balance Report.	RWF 500,000
22.5	Issue of ELT Codes.	RWF 500,000
22.6	Issue /cancellation of ELT Codes.	RWF 500,000

**TABLE 23: Environment.**

No	Service Description	Initial
<b>Issue of Aircraft Noise Certificate:</b>		
23.1	Aircraft noise certificate.	RWF 1,000,000

**TABLE 24: Aircraft Type Acceptance Fees.**

No	Service Description	Initial
<b>Aircraft Type Acceptance Fees:</b>		
24.1	Issue of Type Acceptance Certificate-Aeroplane.	USD 10,000
24.2	Issue of Type Acceptance Certificate-Helicopters.	USD 8,000
24.3	Issue of Type Acceptance Certificate-Others.	USD 5,000

**TABLE 25: Registration of Interest in Mobile Equipment.**

No	Service Description	Initial
<b>Registration of interest on a Complete Aircraft or any other individual component:</b>		
25.1	Less than 3,000 kg.	USD 500
25.2	3,001 kg – 5,700 kg.	USD 1,000
25.3	5,701 kg – 13,000 kg.	USD 5,000

No	Service Description	Initial
25.4	Greater than 13,000 kg.	USD 10,000
25.5	Any other components.	USD 3,000

**TABLE 26: Extension, Deviations, Waivers and Exemptions.**

No	Service Description	Issue
26.1	Any MEL item Extensions per- day.	RWF 500,000
26.2	Any Approved Maintenance Schedule item extension per day.	RWF 500,000
26.3	Exemptions, Waivers, & Deviations from any of the RCARs.	RWF 1,000,000

**TABLE 27: Aviation Security and Facilitation.**

No	Service Description	Initial	Renewal
<b>Screener Certification:</b>			
27.1	Approval of regulated Agents or known consignors for cargo.	RWF 1,150,000	RWF 500,000
27.2	Approval of Aviation Training Organization.	RWF 1,200,000	RWF 600,000
27.3	Screener certification training per participant.	RWF 300,000	
27.4	Screener certification licence.	RWF 150,000	RWF 100,000
27.5	Instructor Certification licence.	RWF 500,000	RWF 300,000
<b>Approval of designs/ plans:</b>			
27.6	Approval of designs/ plans for the renovation and expansion works.	RWF 300,000	-
27.7	Approval of designs / plans for construction of new facilities.	RWF 500,000	-
27.8	Inspection and approval of a new facility for use.	RWF 500,000	-

**SCHEDULE D) UNMANNED AIRCRAFT SYSTEMS****TABLE 28: UAS Flight Crew Licence.**

No	Service Description	Amount
28.1	Initial Remote Pilot Certificate.	RWF 70,000
28.2	Document evaluation for accepting UAS training certificates/licence from training center in Rwanda.	RWF 20,000
28.3	Renewal of UAS pilot certificate/licence.	RWF 50,000
28.4	Document review and Validation of Accepting of UAS training certificates from training centers outside Rwanda.	RWF 50,000
28.5	Document evaluation of UAS remote pilot certificate/licence issued by other CAA.	RWF 100,000
28.6	Issue/renewal of medical certificate (Payable to the Authority).	RWF 10,000

**TABLE 29: Authorization/approval of organizations Engaged in UAS Operations.**

No	Service Description	Initial Issue	Renewal
<b>Authorization/Approval/Certification of Organizations operating in Rwanda</b>			
29.1	Document review of UAS Operator Certificate.	RWF 400,000	-
29.2	UAS Operator Certificate.	RWF 700,000	RWF 600,000
29.3	New use cases document review.	RWF 200,000	-
29.4	Amendments of UOC.	RWF 200,000	-

No	Service Description	Initial Issue	Renewal
29.5	Document review of UTO.	RWF 200,000	-
29.6	UAS UTO certificate.	RWF 500,000	RWF 250,000
29.7	Amendments of UTO.	RWF 200,000	
29.8	Document review of manufacturing organization.	RWF 200,000	
29.9	UAS Manufacturing Organization authorization.	RWF 500,000	RWF 250,000
29.10	Amendments of Manufacturing Organization.	RWF 200,000	

**TABLE 30: Registration of Unmanned Aircraft equal or less than 1kg.**

No.	Service Description	Amount
30.1	UAS Registration certificate.	RWF 60,000
30.2	Document review of UAS registration certificate.	RWF 60,000
30.3	De-registration.	RWF 20,000

**TABLE 31: Activity Permit Fees and Charges.**

No.	Service Description	Operator With UOC
31.1	VLOS Activity Permit per flight with UOC.	RWF 40,000
31.2	VLOS Activity Permit per flight without UOC.	RWF 70,000
31.3	Activity Permit amendment.	RWF 10,000
31.4	Expedited activity permit (requiring authorization in less than 4-days after application).	RWF 100,000
31.5	BVLOS oversight (per flight).	RWF 1,000
31.6	Authorization for drone light show (between 50 and 100 drones).	RWF 500,000
31.7	Authorization for drone light show (above 100 drones).	RWF 1,000,000

**TABLE 32: UAS Club Fees.**

No	Service Description	Initial Issue	Renewal
32.1	Authorization fee.	RWF 200,000	RWF 100,000
32.2	Document review of UAS club.	RWF 200,000	-
32.3	Amendment of UAS Club.	RWF 50,000	-
32.4	Application fee.	RWF 70,000	RWF 70,000

**TABLE 33: Permit Application Processing Service Fee.**

- 1) Application processing fees indicated in this table are for investment recovery, maintenance and management of the system.

Description		Per flight	Monthly	Quarterly	6 Months
<b>Scheduled Flights: Commercial daily Scheduled Flights</b>					
33.1	Per airline with 1 flight per day.	USD 15	USD 105	USD 450	USD 2700
33.2	Per airline with 2 flights per day.	USD 15	USD 210	USD 900	USD 5400
33.3	Per airline with 3 Flights per day.	USD 15	USD 315	USD 1350	USD 8100
33.4	Per airline with over 3 flights per day.		USD 400	USD 1600	USD 9500
<b>Scheduled Flights: Commercial weekly Scheduled Flights</b>					
33.5	Per airline with 1 flight per week.	USD 50	USD 200	USD 600	USD 1,200
33.6	Per airline with 2 flights per week.	USD 50	USD 400	USD 1,200	USD 2,400
33.7	Per airline with 3 flights per week.	USD 50	USD 600	USD 1,800	USD 3,600
33.8	Per airline with 4 flights per week.	USD 50	USD 800	USD 2,400	USD 4,800
33.9	Per airline with 5 flights per week.	USD 50	USD 1,000	USD 3,000	USD 6,000
33.10	Per airline with 6 flights per week.	USD 50	USD 1,200	USD 3,600	USD 7,000
<b>Non- Scheduled Flights</b>					
Description		Per flight	Weekly	Monthly	
33.11	Single Flight.	USD 500	USD 2,500	USD 10,000	

**SCHEDULE E) MISCELLANEOUS CHARGES****TABLE 34: Miscellaneous Chargers/fees: Confirmation Letters.**

No	Service Description	Initial
34.1	Letter of confirmation of any airmen information to interested parties.	RWF 200,000
34.2	Hourly consultancy rate for other services offered by the Authority.	USD 50

**TABLE 35: Miscellaneous Chargers/Fees: Passenger Safety/Security Oversight Fees**

- (1) Following the provisions in RCARs 36.215, the Authority shall charge an oversight fee on every departing passenger, both international and domestic, which charge shall be collected by the carrier at the point of sale of the relevant flight ticket or the aerodrome operator and remitted to the Authority.
- (2) In the case of scheduled air services, the airline shall include the charge in the cost of the airline ticket, and in the case of chartered or private flights the aerodrome operator shall be responsible for the collection and payment of the full amount, which shall be as calculated in (3) and 4 below.
- (3) Passengers departing on Scheduled Air Services: In the case of scheduled air services, airlines include the charge in the cost of the airline ticket and is paid directly from IATA or any subsequent entity.
  - a. Airport Passenger fee (Currently charged by airport operator) = Y
  - b. Airport Security Charge (Currently charged by airport operator) = X
  - c. Total Passenger fee/charge (Z) = Y +X
  - d. Fees/charges collected per passenger on behalf of RCAA by air carrier (IATA) = 30% of Z.

- (4) For passengers departing on chartered or private flights, the aerodrome operator is required to collect and pay to the Authority the applicable amount using the formula below.
- a. Airport Passenger fee (Currently levied by airport operator) = Y
  - b. Airport Security Charge (Currently levied by airport operator) = X
  - c. Total fee/charge levied per passenger is (Z) = Y + X
  - d. Fees/charges collected per passenger on behalf of RCAA by aerodrome operator = 30% of Z.
  - e. Number of passengers on board = N: The number of passengers on board excludes crew listed on general declaration form.
  - f. Total amount collected per flight = (30% of Z) x N).

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