



**NCA DATA UPDATE FORM DBS05
DOMESTIC BACKHAUL SERVICES
PROVIDERS (FIBER OPTIC CABLE AND
MICROWAVE LINKS)**

Application Checklist

Section 1 (Company details)

Section 2 (Employment)

Section 3 (Technical Information)

The National Communications Authority is the body mandated to regulate the communications industry. The Authority serves the public interest and was established by the National Communications Authority Act, 1996, 524 which was repealed and replaced by NCA Act 769, 2008.

Section 19(1) of Act 775 mandates the Authority to issue directions to service providers, network operators or persons holding frequency authorisation to make returns or furnish documents to the Authority for statistical or regulatory purposes.

To enable the Authority, carry out its mandate, all **Domestic Fiber Optic Cable Providers** are required to submit their completed NCA Update Data Form DBS05 (Domestic Fiber Optic Cable Providers) by **30th June of each year**.

You are required to complete Form DBS05 (Sections 1-3) for the licence that you hold:

- | | |
|----------------------|---|
| 1. Form DBS05 | Section 1 (Company details)
Section 2 (Employment)
Section 3 (Technical Information) |
|----------------------|---|

Submission of Data Forms and Financials

You should submit the following:

- Completed NCA Data Update Form DBS05 (Domestic Fibre Optics Cable Providers) forms by **30th June of each year**
- 2016 Audited financial statement by **30th June of each year**.

Where to send this completed form:

Completed forms must be submitted:

- A. Via email to **research-development@nca.org.gh** copy **dgsecretariat@nca.org.gh**
- B. By regular mail or by hand to the Authority at:

The Director General
Attn: Director, Research and Development
National Communications Authority (NCA)
P. O. Box CT 1568, Cantonments, Accra
NCA Tower, No.6 Airport City
Kotoka International Airport, Accra

- C. or to the Zonal Office in your region (**See next page**)

If you need assistance to complete the Questionnaire, please contact the Research & Development Division on: 0501451523 / 22 Ext. 213 or by email to research-development@nca.org.gh

NCA REGIONAL OFFICES

Accra, Head Office

National Communications Authority,
1st Rangoon Close, Switchback Road,
Cantonments, Accra, Ghana
P. O. Box CT 1568, Cantonments, Accra
Tel: +233 (0) 302 776621, 771701
Fax: +233 (0) 302 763449

E-mail: info@nca.org.gh
Website: www.nca.org.gh

Bolgatanga Office

National Communications Authority,
H/No ZB 70, Zorbisi Estates
Private Mail Bag, Bolgatanga,
Upper East Region
Tel: +233 (0) 38 202 1141
E-mail: complaints.bolgatanga@nca.org.gh

Ho Office

National Communications Authority,
H/No A6/29, Stadium Road
P. O. Box HP1576, Ho,
Volta Region
Tel: +233 (0) 36 202 6375 / 202 6339
E-Mail: complaints.ho@nca.org.gh

Koforidua Office

National Communications Authority,
Residency Road, Behind New Juaben Library
Private Mail Bag, Koforidua,
Eastern Region
Tel: +233 (0) 34 202 8378 / 28380 / 28382
E-Mail: complaints.koforidua@nca.org.gh

Kumasi Office

National Communications Authority,
Danyame, Kumasi
P. O. Box KS 10768, Kumasi,
Ashanti Region, Ghana
Tel: + 233 (0) 32 202 0014 / 32 202 0018 / 32 202
0019
Fax: (+233) 32 002 0064
E-Mail: complaints.kumasi@nca.org.gh

Sunyani Office

National Communications Authority,
Plot No 83/D Peakwase
P. O. Box SY125, Sunyani,
Brong Ahafo Region
Tel: + 233 (0) 35 202 7564
E-Mail: complaints.sunyani@nca.org.gh

Takoradi Office

National Communications Authority,
Bakado, Sekondi
P. O. Box SL 409, Sekondi,
Western Region, Ghana
Tel: +233 (0) 31 202 8073 / 31 202 8049
Fax: +233 (0) 31 202 8063
E-Mail: complaints.takoradi@nca.org.gh

Tamale Office

National Communications Authority,
Watherson Residential Area
P. O. Box TL 1590, Tamale,
Northern Region, Ghana
Tel: + 233 (0) 37 202 8105 / 37 020 8104
Fax: +233 (0) 37 202 8104
E-Mail: complaints.tamale@nca.org.gh

FORM DBS05

Section 1 : Company Details

Year 2016

1.1 Name (Registered Business Name)

1.2 Current Physical Location:

1.3 Post Office Box: :

1.4 Website:

1.5 Email:

1.6 Telephone(s):

1.7 Date of issue of licence by NCA (dd/mm/yyyy)

1.8 Date of Commencement of Service (dd/mm/yyyy)

Contact Person/Focal Point Details (This refers to a person within your organization to be responsible for completing and submitting the data form)

Name:

Designation:

Email Address:

Telephone(s):

Section 2: Employment

2.1 Provide total number of employees for the year 2016.

Year	Permanent Employees		Contract/Temporary Employees		**Total Employees	
	Male	Female	Male	Female	Male	Female
2015						
2016						

Section 3 : Technical Information

3.1 Terrestrial Fiber Transmission Networks

	Fiber paths		Total length of fibre run	Total Capacity Activated	Capacity in Use
	Node A	Node B			
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3.2 Microwave links in transmission network

	Microwave Links		Total Capacity Deployed (Mbps)	Capacity in Use
	Node A	Node B		
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

3.3 Provide backbone transmission networks (Topology) region by region for both fibre and microwave.
(Please add as an attachment)

3.4 Regional distribution of the number of fibre cuts in 2016

	Region	Total number of fibre cuts
1	Greater Accra	
2	Eastern Region	
3	Volta Region	
4	Ashanti Region	
5	<i>Brong Ahafo Region</i>	
6	<i>Western Region</i>	
7	<i>Central Region</i>	
8	<i>Upper East Region</i>	
9	<i>Upper West Region</i>	
10	<i>Northern Region</i>	
	<i>Total</i>	

Kindly Tick or Check the boxes to indicate the completion of each section

Section 1 (Company details)

Section 2 (Employment)

Section 3 (Technical Information)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Attachments

Indicate any attachment or supporting documents to this form.

	Type of Document
1	
2	
3	
4	
5	

Comments and Challenges

Additional comments or challenges facing the domestic backhaul service providers can be provided here

THANK YOU

Signature

Date

