



NCA DATA UPDATE FORM SUB03 (INTERNATIONAL SUBMARINE FIBRE OPTIC CABLE PROVIDERS)

Application Checklist

- Section 1 (Company details)
- Section 2 (Employment)
- Section 3 (Financials)
- Section 4 (Technical)

The National Communications Authority (NCA) 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serves the public interest and was established by the National Communications Authority Act, 1996, 524 which was repealed and replaced by NCA Act, 2008, Act 769.

Section 19(1) of the Electronic Communications Act, 2008, 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 **International Submarine Fibre Optic Cable Providers** are hereby required to submit their completed NCA Data Update Form SUB03 (International Submarine Fibre Optic Cable Providers) by **30th June of each year**.

You are required to complete Form SUB03 (Sections 1-5) for the licence that you hold:

- Form SUB03**
 - Section 1 (Company details)**
 - Section 2 (Employment)**
 - Section 3 (Financials)**
 - Section 4 (Cost of Bandwidth)**
 - Section 5 (Technical)**

Exceptions:

- If your company **was not operational during 2016**, then you must check this box and fill only (Section 1).

Submission of Data Forms and Financials

You should submit the following

- Completed NCA Data Update Form SUB03 (International Submarine) 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:

- Via email to **research-development@nca.org.gh** copy **dgsecretariat@nca.org.gh**
- 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**

If you need assistance to complete the Questionnaire, please contact the Research & Development Division on: 0501451523 / 22 Ext. 258 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 SUB03

Section 1 : Company Details

1 Name (Registered Business Name)

2 Current Physical Location:

3 Post Office Box: :

4 Website:

5 Email:

6 Telephone(s):

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

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

Contact Person/Focal Point Details

a. Name:

b. Designation:

c. Email Address:

d. Telephone(s):

Section 2: Employment

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

Section 3 : Financials

BANDWIDTHS	COST OF CIRCUIT		
	Upstream Circuit		Downstream Circuit
	IPLC/ IEPL Cost	IP Transit Cost	Last-mile Terrestrial cost
10 x E1 / 20Mbps			
DS3 / 45Mbps			
STM-1/155Mbps			
STM-4			
STM-16			

Section 4 : Technical Information

4.1 Length of cable in the shores of Ghana (kilometres)

4.2 Landing port

i. Physical Address:

ii. GPS Coordinates:

4.3 Total Capacity available at the shores of Ghana:

4.4 Total activated Capacity:

4.5 What is the total activated capacity sold?

4.6 What was the total activated capacity available to services providers in 2016?

4.7 Capacity sold to Operators in 2016

Capacity Sold	Telcos	ISP's	Institutions / Organisations

4.8 Indicate the Total IP transit bandwidth in 2016

4.9 How many Points of Presence (PoPs) do you have across Ghana?

4.10 Indicate the total Points of Presence (PoPs) available per region

Year	Greater Accra	Eastern	Volta	Western	Ashanti	Brong Ahafo	Central	Upper East	Upper West	Northern
2016										

4.11 How many fibre cuts were experienced by your organisation in 2016 in the waters of Ghana
(Please write 0 if no cuts were experienced)

Year	2016
Total number of fibre cuts	

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

Section 1 (Company details)

Section 2 (Employment)

Section 3 (Financials)

Section 4 (Technical)

Attachments

Indicate any attachment or supporting documents to this questionnaire.

1	
2	
3	
4	
5	

Comments and Challenges

Additional comments or challenges facing the international submarine fibre optic cable providers can be provided here

THANK YOU

Signature

Date

