



**NCA DATA COLLECTION FORM ISP06
(INTERNET/PUBLIC DATA
SERVICE PROVIDERS)**

Deadline for Submission

17th March, 2023

Submission of Data Forms and Financials

The following documents are to be submitted by the deadline:

- **Completed NCA Data Collection Form ISP06 (Internet/Public Data Service Providers)**
- **2022 Audited Financial Statement**

Where to send this completed form:

Completed forms must be submitted:

A. Via e-mail to dgsecretariat@nca.org.gh copy rips@nca.org.gh

B. By regular mail or by hand delivery to:

**The Director General
Attn: Director, RIPS Division
National Communications Authority (NCA)
P. O. Box CT 1568, Cantonments, Accra
NCA Tower, No.6 Airport City
Kotoka International Airport, Accra
Digital Address: GL-126-7029**

C. Through the Zonal Offices in your regions **(See next page)**

D. **If you need assistance to complete the Questionnaire, please contact the Research, Innovation, Policy & Strategy Division on: 0501451523/22 or by e-mail to rips@nca.org.gh**

NCA ZONAL OFFICES

Accra, Head Office

National Communications Authority
NCA Tower, No.6 Airport City, Accra, Ghana
Kotoka International Airport, Accra
Digital Address: GL-126-7029
P. O. Box CT 1568, Cantonments, Accra
Tel: +233 (0) 302 776621, 771701
E-mail: info@nca.org.gh
Website: www.nca.org.gh

Kumasi Office

National Communications Authority
Fuller Road, Danyame
Digital Address: AK-063-2250
P. O. Box KS 10768, Kumasi
Ashanti Region
Tel: + 233 (0) 3220 20014 / 20018
E-mail: info@nca.org.gh

Bolgatanga Office

National Communications Authority
H/No ZB 70, Zorbisi Estates
Digital Address: UB-0034-8536
PMB, Bolgatanga
Upper East Region
Tel: +233 (0) 38 202 1141
E-mail: info@nca.org.gh

Sunyani Office

National Communications Authority
House No, 83/D, Penkwase
Digital Address: BS-0012-4632
P. O. Box SY125, Sunyani
Bono Region
Tel: + 233 (0) 3520 27564
E-mail: info@nca.org.gh

Ho Office

National Communications Authority
H/No A6/29, Stadium Road
Digital Address: VH-0006-0554
P. O. Box HP1576, Ho
Volta Region
Tel: +233 (0) 3620 26339
E-mail: info@nca.org.gh

Takoradi Office

National Communications Authority
Bakado,
Digital Address: WS-014-8190
P. O. Box SL 409, Sekondi
Western Region
Tel: +233 (0) 31 202 8049
E-mail: info@nca.org.gh

Koforidua Office

National Communications Authority
Residency Street
Behind New Juaben Municipal Library
Digital Address: EN-001-4621
Private Mail Bag, Koforidua
Eastern Region
Tel: +233 (0) 34 20 28380 / 28382
E-mail: info@nca.org.gh

Tamale Office

National Communications Authority
Watherson Residential Area
Digital Address: NT-0027-8191
P. O. Box TL 1590, Tamale
Northern Region
Tel: + 233 (0) 37 202 8105 / 37 020 8104
E-mail: info@nca.org.gh

Section 1: Company Details

Year 2022

1.1 Name (Registered Business Name):	<input type="text"/>
1.2 Trade Name:	<input type="text"/>
1.3 Current Physical Location:	<input type="text"/> <input type="text"/>
1.4 Digital Address:	<input type="text"/>
1.5 Postal Address:	<input type="text"/>
1.6 Website:	<input type="text"/>
1.7 E-mail:	<input type="text"/>
1.8 Telephone/Mobile:	<input type="text"/>
1.9 Date of Issue of Current Authorisation by NCA (dd/mm/yyyy):	<input type="text"/>
1.10 Expected Date of Expiration of Authorisation (dd/mm/yyyy):	<input type="text"/>
1.11 Date of Commencement of Operations (dd/mm/yyyy):	<input type="text"/>
1.12 Director(s)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
1.13 Shareholder(s):	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Contact Person/Focal Point Details *(This refers to a person within your organization to be responsible for completing and submitting this data form. This information will only be used with regards to the data submitted)*

Contact Person 1

Name:

Designation:

E-mail Address:

Telephone/Mobile:

Contact Person 2

Name:

Designation:

E-mail Address:

Telephone/Mobile:

Section 2: Employment

2.1 Provide details of the total number of employees of your company for 2022

Permanent Employees		Contract/Temporary Employees		Total Employees	
Male	Female	Male	Female	Male	Female

Section 3: Financials

3.1 Revenue and Expenditure for the year 2022

Item	2022
Total Gross Revenue (GH¢)	
Total CAPEX (GH¢)	

3.2 Attach Audited Financial Report for 2022

Section 4: Upstream Internet (Transit) Service and Network

4.1 Upstream Bandwidth:

No	Upstream Internet Access Provider(s) – (Company supplying bulk Internet Bandwidth to you):	Location of Upstream Internet Access Provider (Head Office)	Total Bandwidth Supplied (Gbps)	Cost (US\$)/Month (Without Tax)	Medium of connectivity to Upstream Service Provider's Network (E.g., VSAT, Radio, Fibre)
1					
2					
3					
4					

Indefeasible Right to Use (IRU) based services¹ (if applicable)

4.2 Is your Contract with Upstream service provider(s) indefeasible right to use (IRU) based?

YES ☐ NO ☐

4.3 If YES for (4.2), provide the following information for 4.3(i), 4.3(ii), 4.4 and 4.5

(i) Bandwidth leased (Gbps)

(ii) Year of most recent contract signed

4.4 Number of years of ownership of leased bandwidth

4.5 Amount paid over the period of contract (US\$)

4.6 IP transit fee per month

Leased Bandwidth (Gbps)	Cost of Leased Bandwidth (US\$)

4.7 Price per month for transport link to upstream provider's landing station (US\$)

¹Indefeasible Right to Use is a permanent contractual agreement that cannot be undone, between the owners of a cable and a customer of that cable system

Section 5: Local Internet Service and Network

PEERING

5.1 Do you peer with the GHANA INTERNET EXCHANGE (GIX)?

Yes ☐ No ☐

If no, provide reasons.....

5.2 Bandwidth Deployment and Usage for 2022

Total Bandwidth Purchased (Gbps)	Total Bandwidth Utilised (Gbps)

5.3 Which internet connection **(last mile)** does your company provide?

(Please tick as many as applicable)

ADSL Access ☐ Fibre-to-Home/Building ☐ Fixed Wireless Access ☐ VSAT Access ☐

Others, specify

Section 6: Internet Services Subscriber Base

6.1 Please indicate the total subscriber base/clients of your company for 2022?

Mobile Access	Cable Access (Fixed/Copper)	Fixed Wireless Access	Other (specify)	Total Subscription

Section 7: Number of Subscriptions per Last Mile Technology Solution

7.1 Fixed-Broadband Subscriptions by **Technology** and **Speed** for 2022

No.	Technology	Total Number of Subscriptions
1	Cable Modem	
2	DSL (ADSL, SDSL, HDSL, RADSL, VDSL)	
3	Fibre-to-the-Home/Building	
4	Satellite Broadband	
5	Terrestrial Fixed Wireless Broadband	
6	Wi-Fi	

No.	Speed	Total Number of Subscriptions
1	256kbit/s to Less than 2Mbit/s	
2	2Mbit/s to less than 10 Mbit/s	
3	Equal to or above 10Mbit/s	

7.2 Total Fixed Subscriptions for 2022

Residential	
Non-Residential	

Section 8: Retail Service

8.1 Provide details of services offered in 2022

(Details can be added as an attachment)

Item	Type of services offered: (Service Name)	Data Capacity (Capping) / (GB)	Cost / MB (GH¢)
i.			
ii.			
iii.			

8.2 Client Setup / Installation/Establishment Fee for the year 2022:

Item	Consumer	Types of terminal unit	Cost (start-up, – including terminal units) (GH¢)
i.	Individual (Eg. Internet Dongles, Wireless modem, MiFi, etc.)		
ii.	Corporate (complete package)		

8.3 Nationwide Distribution of Point of Presence (PoPs) in the year 2022:

No	Region	Number of PoPs
1	Ahafo	
2	Ashanti	
3	Bono	
4	Bono East	
5	Central	
6	Eastern	
7	Greater Accra	
8	North East	
9	Northern	
10	Oti	
11	Savannah	
12	Upper East	
13	Upper West	
14	Volta	
15	Western	
16	Western North	

8.4 Backhaul Links and Frequencies

Item	Frequency in Use	List Region(s) in Use (e.g., Greater Accra, Ashanti)
i.		
ii.		
iii.		
iv.		
v.		

8.5 Distribution of Towers

Year	Total Number of Owned Sites	Total Number of Rented Sites
2022		

8.6 How often do you service your tower?

Weekly ☐ Monthly ☐ Quarterly ☐ Yearly ☐

Others, Specify

Section 9: (Data Service Network) if Applicable

(Wide Area Network Service)

9.1 Name of Data Circuit/Transport Access Provider (wholesale provider):

9.2 Location of Access Provider in 9.1 above:

9.3 Do you own a VSAT Hub? Yes ☐ No ☐

If Yes, provide answers for i and ii below:

- i. Location of VSAT Hub:
- ii. Current capacity (Gbps):
- iii. Number of VSAT installed nationwide:

9.4 Provide the cost of the following Services in 2022

No.	Service	Bandwidth (Gbps)	Cost (GH¢)
1	Terrestrial bandwidth from Access Provider (Backhaul)		
2	Terrestrial bandwidth from Access Provider (Lastmile)		
3	Terrestrial bandwidth (Backhaul + Lastmile from same provider)		
4	VSAT link		

9.5 Retail price for terrestrial Data bandwidth to Subscribers/users in 2022?

Section 10: Tariffs

You are required to attach the currently used Tariffs for your Customers as at end of 2022

Section 11: Comments and Challenges

Provide comments and/or challenges as a Service Provider

Indicate any attachment or supporting documents to this form

Type of Document

1	
2	
3	
4	
5	
6	
7	

I, is responsible for the data provided in this form.

Signed: -----

Date: -----