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Department of Telecom

Licensing Procedures & Processes

The application for licenses for provision of communications services, will require stringent and rigorous inspection by the ministry as follows:

1. Applications received shall be categorized into respective license categories.
2. Received applications shall be scrutinized to establish whether they have all required attachments.
3. Applicants who do not comply shall be notified to submit appropriate required documents.
4. The ministry shall conduct detailed evaluations of the applications basing on pre-determine criteria for each category of license.
5. the evaluation team shall convene to assess public comments against the applications including interviewing the applicant if deemed necessary.
6. Recommendations of the evaluation team shall be forwarded to the DG for decision making.
7. Licenses shall be granted to successful applicants upon payment of appropriate fee.

Requirement Checklist

A complete application for license should have the following:

1. Transmittal letter to the DG (codsi ku socda agaasimaha guud ee wasaaradda).
2. Dully filled and stamped application form (buuxinta foomka).
3. Chamber of commerce membership certificate (shahaadada rugta ganacsiga).
4. A certified copy of attorney general authorization (shahaadada xeer-ilaaliyaha Guud ee Qaranka).
5. A certified copy of company's memorandum of association (Xeer-hoosaadka shirkadda).
6. Company profile (warbixinta guud ee shirkadda).
7. Physical and mailing address (goobta ay shirkaddu ku tallo).
8. Application Fee (tacriifadda foomka, sida ku xusan lifaaqa tacriifadaha wasaaradda).

After Approval of Application:

9. License Fee
10. Issuing of Certification by Ministry.