



# MINISTRY OF HOUSING AND URBAN DEVELOPMENT

ADDRESS: Along Maiduguri Gujba Road bye-pass, Opposite Don-Etibet Housing Estate  
P.M.B 1112 Damaturu, Yobe State.

MOH&URBD/YB/DCO/007/V.II

11<sup>th</sup> Dec. 2023

## RIGHT OF WAY APPLICATION AND GUIDELINES IN YOBE STATE FOR FIBRE OPTICS

Guiding Laws and Regulation Under:

Yobe State Harmonize Codification Law, 2021

Yobe State Ministry of Housing and Urban Development and for other matters connected therewith Law, 2021

Yobe State Right of Way (ROW) Regulation, 2023

### Client information

All individuals and organizations seeking the Right of Way (ROW) in Yobe State can apply for a ROW

Approve Certificate through the following process:

S/N	CLASS OF UTILITY INFRASTRUCTURE	UTILITY INFRASTRUCTURE	CLASS OF PERMIT
1	Communication Infrastructure	Fibre Optic Cable	Right of Way Permit

Obtain Right of Way Form for free at

**STEP 1.** At Ministry of Housing and Urban Development Along Maiduguri – Gujba Road Bypass,  
Opposite Don Etibet Housing Estate P.M.B 1112, Damaturu, Yobe State.

**STEP 2.** The completed application form should be returned together with the following documents:

- i. Evidence of registration with the Nigerian Communications Commission (NCC).
- ii. Evidence of registration with the Corporate Affairs Commission

**STEP 3.** Submission of application form and relevant documents

Submit completed form together with documents listed in step 2 above to Yobe State Ministry of Housing and Urban Development Damaturu.

- Application Letter
- Photo ID of the company directors: National ID Card, International Passport, Driver's License or Voter's Card.
- Passport photographs of the company directors.
- Certificate of incorporation.
- Certified True Copy (CTC) of Articles & Memorandum of Association.
- Certified True Copy (CTC) of Form CO7 (List of Company Directors).

**All Correspondence to be addressed to the Office of the Commissioner**

- Tax Clearance Certificate or Evidence of Current Tax Clearance Certificate.
- Certificates of qualified technical staff (if applicable).
- Application letter to include: Proposed routes, Routes diagram, Distance to be covered, and completion timeline.
- A project proposal, including a list of routes, the scope of work, budget, evidence of funding, portfolio of prior fibre deployment, site survey/assessment plan, risk assessment, and occupational health and safety plan.
- Evidence of payment for Application, Processing and Administrative charges
- Letter of Engagement (If applying as a consultant for a network provider)
- Provide topo map showing the area of coverage and distance

**STEP 4. Assessment of document and issuance of Demand Notice**

Yobe State Ministry of Housing and Urban Development will assesses submitted documents and issues Demand Notice capturing applicable fees as captured in Yobe State Revenue (Codification) Law 2021.

Applicable fee is N145/linear meter

**STEP 5. Payment of applicable fees**

- 120 per site for Base transceiver station (BTS).
- 120 per m<sup>2</sup> occupied on the ground for other installations such as street cabinets intended to house the technical installations for serving subscribers.
- As per Regulation, the Yobe State Ministry of Housing and Urban Development may impose a lump sum fee in the maximum limit of N 200,000 for the installation, placing, laying or maintenance of the Network Facilities
- N25,000 for Processing and Administrative Charges

Kindly pay applicable fees to Yobe State Board Of Internal Revenue Service

- Yobe State Board of Internal Revenue
- Account Number 1010987086
- Zenith Bank Plc Damaturu.

And Pay 5% Supervision and Processing Fee to

- Yobe State Ministry of Housing and Urban Development
- Account Number 1001174112
- Bank Keystone Plc Damaturu

**STEP 6. Submission of evidence of payment**

Official receipt will be issued at the Ministry on presentation of evidence of payment.

**STEP 7. Application processing**

Processing of application is undertaken within **Twenty one working days (21 days)** excluding public Holidays. Applicants will be notified of the decision on application via SMS or email within the timeline and advised to come for collection of permit.

**STEP 8. Permit Collection**

Applicants may collect approved Building Permit at the Yobe State Ministry of Housing and Urban Development, Damaturu. Within 9:00AM – 4:00PM Monday to Friday (excluding public holidays).

**Sanctions**

The breach of this Law or Regulation shall be punishable by any of the following:

- a) Fines up to 5,000,000
- b) Suspension of RoW
- c) Termination of RoW

For further information, you can also contact the Yobe State Ministry of Housing and Urban Development through:

**STEP 9** Email: [yobestatehousingandubdev@gmail.com](mailto:yobestatehousingandubdev@gmail.com)

Phone: 080 67360449



**TLP. Adamu Umaru *mitp***  
Director Development Control  
For: Honourable commissioner  
December, 2023

**APPENDIX**

**FEES AND CHARGES FOR FIBRE OPTICS APPLICATION**

- i. Non-refundable application fee of N25,000
- ii. N145 per/linear for laying fibre optics duct
- iii. Fine 5,000,000
- iv. Installation fee N200,000