



## **NIGER STATE URBAN DEVELOPMENT BOARD**

Block F, Old Secretariat, Mu'azu Mohammed Road, P.M.B, 186 Minna, Niger State

### **GUIDELINE FOR NO-FEE APPLICATION AND OBTAINING RIGHT OF WAY (ROW) PERMIT IN NIGER STATE**

This guideline is in pursuant to the provisions of the Niger State Urban and Regional Planning Development Board,

Edict No.3 of 1999, <https://nogp.nigerstate.gov.ng/storage/NIGER-STATE-URBAN-DEVELOPMENT-BOARD-BUILDING-REGULATIONS-2023-1.pdf>

The law is domestication of the provisions of Nigerian Urban and Regional Planning Law of 1992, and Niger State Right of Way for Fibre Optic Deployment Regulation 2024.

<https://nogp.nigerstate.gov.ng/wp-content/uploads/NIGER-STATE-RIGHT-OF-WAY-REGULATION-FOR-FIBER-OPTIC-DEPLOYMENT-2024.pdf>

<b>STAGE1</b>	<p><b>Conditions for Obtaining Right of Way Permits:</b></p> <p><b>Obtaining of Application Form</b> Application for Optic Fiber Right of Way Permit visit: <a href="https://nsudb.nigerstate.gov.ng/optic-fibre-laying-application-fom-2/">https://nsudb.nigerstate.gov.ng/optic-fibre-laying-application-fom-2/</a></p> <p><b>For Manual Application:</b></p> <p>Applicants are required to write an application letter, with company letter headed paper, addressed to the General Manager, Niger State Urban Development Board Headquarters: Block F Old Secretariat, Mu'azu Mohammed Road, Minna</p> <p>The process timeline is within one(1) working day</p>
<b>STAGE2</b>	<p><b>Documents Required on Application</b></p> <p>The following items shall be submitted to the Board:</p> <ol style="list-style-type: none"><li>i. A set of A3 coloured copies of Line Drawings showing the proposed route, manhole and base stations of connections.</li><li>ii. spreadsheet of road distances schedules showing Ring Name/ base station ID, Proposed road distance (m), road name (if available), starting and ending coordinate, and proposed man-hole coordinates, should be submitted in both hard and soft copy.</li></ol>

<b>STAGE3</b>	<p><b>Submission of Application Form.</b></p> <ul style="list-style-type: none"> <li>• <b>For Manual Submission:</b> Submit the duly completed application form through: <a href="mailto:nsudb.mx@gmail.com">nsudb.mx@gmail.com</a> or at the Board's Headquarters Registration Office, Block F Old Secretariat, Mu'azu Mohammed Road, Minna.</li> <li>• Application will be provided with a registration reference number</li> <li>• The applicant will be issued with acknowledgement letter stating the application reference number and any further requirements.</li> <li>• The process above can be achieved within 1 working day</li> </ul>
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<b>STAGE4</b>	<p><b>Site Inspection and Reporting</b></p> <ul style="list-style-type: none"> <li>• Upon the submission of the application for Right of Way (ROW) permit, the applicant shall arrange and convey our staff (inspectors) for the proposed routes inspection.</li> <li>• Variations from the distance applied for during inspection will be charged accordingly.</li> <li>• <b>Processing timeline is within two (2) working day minimum.</b> The timeline strongly depends on the applicant's readiness to go for the inspection and number of local government areas to cover.</li> </ul>
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<b>STAGE5</b>	<p><b>Issuance of Right of Way Permit.</b></p> <ul style="list-style-type: none"> <li>• Successful applications are assessed based on zero building/development plan permit fees as enshrined in the Niger State Implementation of <b>No-Fee Right of Way For Telecommunication Infrastructure Order No 7</b>: <a href="https://nogp.nigerstate.gov.ng/wp-content/uploads/NIGER-STATE-BILL-FOR-NO-FEE-RIGHT-OF-WAY-IMPLEMENTATION-2024.pdf">https://nogp.nigerstate.gov.ng/wp-content/uploads/NIGER-STATE-BILL-FOR-NO-FEE-RIGHT-OF-WAY-IMPLEMENTATION-2024.pdf</a></li> <li>• Issuance of right of way permit will be within three (3) working days.</li> <li>• <b>Where all requirements are met, the entire permit process takes five (5) working days</b></li> <li>• Applicants are to collect the ROW permit at the Headquarters.</li> <li>• The Board's offices operate between 8:00am and 4:00pm Mondays to Friday except public holidays</li> </ul>
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**Director General**  
Abdulrahman J.G Mohammed

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