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|  | NATIONAL COMMUNICATIONS AUTHORITY.  GREATER ACCRA REGIONAL OFFICE |

**Memo**

TO: DIRECTOR GENERAL

FROM: REGIONAL MANAGER

DATE: undefined

SUBJECT: **REPORT ON THE FIRST TIME undefined INSPECTION OF THE PREMISES OF Fresh FM AT undefined IN THE undefined**

Please find attached, the report of an inspection carried out by a undefined member team from the Authority on undefined at the premises of Fresh FM at undefined in the undefined.

## Following the payment of the Provisional Renewal Authorisation, it was required that an inspection be conducted to assess the general setup of the station's studio and transmission system to determine if the setup meets the minimum standards for the operation of a Broadcast Television Station in Ghana.

At the end of the exercise, the table below shows the key observations that were made by the inspection team:

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| --- | --- | --- | --- | --- | --- |
| No. | **GENERAL** **REQUIREMENTS** | YES | NO | | REMARKS |
|  | Fire extinguishers and Fire Certificate | undefined | undefined | |  |
|  | Backup power source | undefined | undefined | |  |
|  | Security post/desk and personnel for duration station’s daily broadcast operation | undefined | undefined | |  |
|  | Programs/Visitors logbook | undefined | undefined | |  |
|  | Permit from EPA approving mast/tower installation | undefined | undefined | |  |
|  | Lightning arrestor installed on mast/tower(s) | undefined | undefined | |  |
|  | Aviation Obstruction light(s) appropriately installed on mast/tower(s) | undefined | undefined | |  |
|  | Mast/tower(s) is/are properly earthed | undefined | undefined | |  |
|  | Mast/tower(s) is/are painted to the specification described in the guidelines | undefined | undefined | |  |
|  | Equipment list submitted | undefined | undefined | |  |
|  | Signpost for station installed | YES |  | |  |
|  | **STUDIO/MASTER CONTROL ROOM** |  | |  |  |
| 12. | On-Air light installed at entrance of studio | undefined | | undefined |  |
| 13. | Acoustically panelled studio | undefined | | undefined |  |
| 14. | Adequately secured studio door | undefined | | undefined |  |
| 15. | Equipment room air-conditioned | undefined | | undefined |  |

The above observations indicate that the station has fully complied with the requirements of the Authority.

The team therefore recommends that the station should be authorised to continue operation since it has satisfied all the regulatory and technical requirements of the Authority, subject to the terms and conditions of its Authorisation.

This is submitted for your attention and further direction, please.

**YAW BOAMAH BAAFI**

\*ja/nas/ybb/ja\*