



Republic of Namibia  
Annotated Statutes

**REGULATIONS**

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REGULATIONS MADE IN TERMS OF

**Communications Act 8 of 2009**  
section 129

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**Regulations Prescribing Quality of Service Standards  
Applicable to Service Licences**

General Notice 152 of 2015

(GG 5713)

came into force on date of publication: 21 April 2015

**as amended by**

**General Notice 159 of 2020 (GG 7197)**

came into force on date of publication: 29 April 2020

**General Notice 24 of 2021 (GG 7445)**

came into force on date of publication: 1 February 2021

These regulations and amendments were made by the  
Communications Regulatory Authority of Namibia.

The General Notice containing the regulations includes a Schedule which  
set out a motivation for the regulations, based on the proposed regulations  
which were published in advance of the final regulations:

**“PURPOSE OF THE PROPOSED REGULATIONS  
REGARDING MINIMUM QUALITY OF SERVICE STANDARDS APPLICABLE TO  
SERVICE LICENCES: COMMUNICATIONS ACT, 2009**

The proposed regulations set out the quality of service standards that are applicable to Individual (Comprehensive telecommunications service licence (ECNS and ECS), Class ECS, ECNS and Class Comprehensive telecommunications (ECNS and ECS).), Class Comprehensive Multiplex and Signal Distribution, Multiplex and Signal Distribution Licenses. Commercial Broadcasting service licence, Community Broadcasting service licence and Public Broadcasting service licence.

The regulations also set out reporting requirements applicable to licensees and mandate a specific reporting format and the consequences for failure to comply with the quality of service standards and reporting requirements.”

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**ARRANGEMENT OF REGULATIONS**

1. Definitions
2. Submission of documents to the Authority
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4. Minimum Quality of Service Standards
5. Reporting Requirements
6. Condonation
7. Submission of information
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**APPENDIX A: MINIMUM QUALITY OF SERVICE STANDARDS**

**[Appendix B deleted by General Notice 24/2021]**

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**[The layout of these regulations has been adjusted to be consistent with that of other regulations, but the numbering and lettering remain as they appear in the *Government Gazette*.]**

**1. Definitions**

In these regulations, any word or expression to which a meaning is assigned in the Act, shall have the same meaning and -

“Act” means the Communications Act, 2009 (Act No. 8 of 2009);

“Authority” means the Communications Regulatory Authority of Namibia;

“Busy time” means a set of the same three (3) hours in each of the same days in the reporting period, during which the highest average traffic for a service is measured or expected;

“Elapsed day” means a twenty-four (24) hour time period;

“Electronic communications” means any emission, transmission or reception of sound, pictures, text or any other information by wire, radio waves, optical media, electromagnetic systems or any other means of a like nature;

“Fault” means the failure of a service to the extent that the service or some aspects of the service is unavailable;

“Licensees” means licensees issued with licences in terms of regulation 5(1)(a) & (b)(i)(ii)(iii) of the Regulations Setting Out Broadcasting and Telecommunications Service Licence Categories, as published in Government Gazette No. 4714, Notice No. 124, dated 18 May 2011, as amended in Government Gazette 5148, General Notice No. 74, dated 13 March 2013;

“Log-in” means multi-step process including, both authentication and authorization, as well as other system start-up tasks in order to provide a user with access to services and/or resources

“Packet loss” means the failure of one or more transmitted packets to reach their final destination;

“Reporting period” means the period of one (1) month starting from the 1<sup>st</sup> day of every applicable calendar month to the last day of the month for measurements to be submitted by the licensee or

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a specified time period as determined by the Authority to conduct quality of service measurements;

“Reporting area” means the geographical area as determined by the Authority from time to time within which quality of service standards are measured;

“Service coverage” means the state of indoor and outdoor radio access within the network coverage area of the licensee;

“SMS” means Short Message Service;

“Telecommunications services” means services whose provision consists wholly or partly in the transmission or routing of information on telecommunications networks by means of telecommunications processes but does not include broadcast services; and

“Quality of Service data” means all data accumulated by the Authority pertaining to the measurement of quality of service standards.

**2. Submission of documents to the Authority**

(1) In these regulations, when persons are permitted or called upon to submit information to the Authority in writing, they may do so either physically or electronically -

**[There are no subregulations additional to subregulation (1) in the Government Gazette.]**

- i) by hand to the head offices of the Authority, namely Communication House, 56 Robert Mugabe Avenue, Windhoek;
- ii) by post to the head offices of the Authority, namely Private Bag 13309, Windhoek 9000;
- iii) by electronic mail to the following address: operations@cran.na

**[There should be a semicolon at the end of paragraph (iii).]**

- iv) by facsimile to the following facsimile number: +264 61 222790; or
- v) in any other manner or at alternative addresses set out by the Authority from time to time.

**3. Applicability**

(1) These regulations are applicable to the following service licence categories set out in the Regulations Setting Out Broadcasting and Telecommunications Service Licence Categories, published as General Notice No. 124 in Government Gazette No. 4714 dated 18 May 2011 as amended in General Notice No. 74 in Government Gazette No. 5148 dated 13 March 2013 -

**[There are no subregulations additional to subregulation (1) in the Government Gazette.]**

- i) Individual (Comprehensive telecommunications service licence ECNS and ECS); and

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- ii) Class
  - a. ECS;
  - b. ECNS; and
  - c. Comprehensive telecommunications service licence (ECNS and ECS);
  - d. Class Comprehensive Multiplex and Signal Distribution service licence;
  - e. Commercial Broadcasting service licence;
  - f. Community Broadcasting service licence;
  - g. Multiplex service licence;
  - h. Public Broadcasting service licence; and
  - i. Signal Distribution service licence.

#### **4. Minimum Quality of Service Standards**

(1) Licensees must maintain the minimum quality of service standards in accordance with the requirements contained in Appendix A to these regulations.

[There are no subregulations additional to subregulation (1) in the *Government Gazette*.]

#### **5. Reporting Requirements**

(1) A licensee must submit reports to the Authority in accordance with the Regulations on Reporting Obligations for Licensees, published under General Notice No. 24 of 1 February 2021.

[subregulation (1) substituted by General Notice 24/2021]

(2) The licensee shall take the measurements according to the standards stipulated in Appendixes A and B to these regulations.

(3) The Authority may publish quality of service performance indicators in any form or format that it deems reasonably appropriate.

(4) If the Authority publishes the quality of service performance indicators as indicated in subsection 5(3), the Authority may request comments from licensees on quality of service performance indicators prior to publication.

[The term “subsection” should be “subregulation”.]

(5) The Authority may conduct surveys or other studies to assess customer satisfaction with the quality of service provided by licensees.

(6) The Authority may audit some or all of the quality of service data submitted by a licensee.

(7) The Authority may investigate the quality of service measurement, reporting and record keeping procedures of the licensee.

(8) Licensees shall submit any additional information requested by the Authority to verify or clarify quality of service measurements including time periods and geographical areas within thirty (30 days) from receiving the request from the Authority.

(9)

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[subregulation (9) deleted by General Notice 24/2021]

(10) The Authority shall determine the geographical area and time period for drive testing conducted on behalf of the Authority to measure quality of service standards.

(11) The Authority shall measure and ensure compliance to quality of service standards using any or all of the following methods: -

- (a) Drive testing by the Authority, and/or an independent party appointed by the Authority; and/or
- (b) Data collection and statistical reports from licensees; and/or
- (c) Any other reasonable means.

**6. Condonation**

(1) In the event a licensee is unable to comply with any time set out in these regulations, it may request from the Authority an extension of time at least seven (7) days prior to the time set out or within such other time period agreed by the Authority upon good cause shown.

(2) The Authority will respond to the request for condonation as soon as practicable, and may either grant or deny the request, in its sole discretion, based on, among other things, the nature of the information and the reasons for non-compliance with the time set out.

**7. Submission of information**

A licensee must submit information and reports in the manner and format as set out in these regulations.

[regulation 7 substituted by General Notice 159/2020]

**8. Contraventions and failures**

Each failure to comply with, or contravention of, a quality of service standard set out in items 1 to 3 of Annexure A, and each such repeated failure or contravention, constitutes a separate failure or contravention with regard to which a penalty may be imposed.

[regulation 8 substituted by General Notice 159/2020]

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**APPENDIX A**

**[Appendix B deleted by General Notice 24/2021]**

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GenN 152/2015  
Appendix A

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**Regulations Prescribing Quality of Service Standards Applicable to Service Licences**

**APPENDIX A: MINIMUM QUALITY OF SERVICE STANDARDS**

**1. SERVICE QUALITY**

Service	Definition	Parameter	Measurement	Applicability
Supply time for fixed line initial connection	The duration (elapsed days) from the instant a valid service request has been received to the instant a working service is made available for use	95% of service requests to be completed within 5 elapsed days and 100% of service requests to be completed within 7 elapsed days	Include the following scenarios- <ul style="list-style-type: none"> <li>• A new connection</li> <li>• An existing connection taken over by another customer</li> <li>• An additional connection provided to a customer who already has an existing service, including any upgrades in service</li> </ul> A valid service request may be made in writing. Where a licensee and a customer agree that a service request for multiple connections or at various sites will be completed in stages, each agreed delivery time counts as a separate service request for measurement purposes	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECNS licensees
Supply time for internet access	The duration (elapsed days) from the instant a valid service request has been received to the instant a working service is made available for use	95% of service requests to be completed within 5 elapsed days 100% of service requests to be completed within 7 elapsed days	Include the following scenarios- <ul style="list-style-type: none"> <li>• A new connection</li> <li>• An existing connection taken over by another customer</li> <li>• An additional connection provided to a customer who already has an existing service, including any upgrades in service</li> </ul> A valid service request may be made verbally or in writing. Where a licensee and a customer agree that a service request for multiple connections or at various sites will be completed in stages, each agreed delivery time counts as a separate service request for measurement purposes	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Supply time for initial mobile services connection (postpaid/prepaid)	The duration (elapsed days) from the instant a valid service request has been received to the instant a working service is made available for use	95% of service requests to be completed within 5 elapsed days 100% of service requests to be completed within 7 elapsed days	Include the following scenarios- <ul style="list-style-type: none"> <li>• A new connection</li> <li>• An existing connection taken over by another customer</li> <li>• An additional connection provided to a customer who already has an existing service, including any upgrades in service</li> </ul> A valid service request may be in writing. Where a licensee and customer agree that an order for multiple connections each agreed delivery time counts as a separate service request for measurement purposes	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS Licensees
Supply time for subscription based television service connection	The duration (elapsed days) from the instant a valid service request has been received to the instant a working service is made available for use	95% of service requests to be completed within 5 elapsed days 100% of service requests to be completed within 7 elapsed days	Include the following scenarios- <ul style="list-style-type: none"> <li>• A new connection</li> <li>• An existing connection taken over by another customer</li> <li>• An additional connection provided to a customer who already has an existing service, including any upgrades in service</li> </ul> A valid service request may be in writing. Where a licensee and customer agree that an order for multiple connections each agreed delivery time counts as a separate service request for measurement purposes	Commercial Broadcasting licensees Public Broadcasting licensees
Fault Repair Time	The time (elapsed hours) by which valid faults on networks are repaired	90% of faults to be repaired within 24 elapsed hours from time reported 100% of faults to be repaired within 48 elapsed hours from time reported	The time by which valid faults on networks are repaired and the percentage of faults cleared in the time specified in any service level agreement or contract must be reported separately	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECNS licensees Signal Distribution licensees Class Comprehensive Multiplex and Signal Distribution licensees Commercial Broadcasting licensees Public Broadcasting licensee Community Broadcasting licensee

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Proportion of problems with number portability procedures	Number of requests with a deviation from the normal porting procedure divided by the total number of requests for number portability	Number of requests with deviations from the normal porting procedures must be less than 5% of total number of requests for number portability	A deviation from the normal porting procedures occurs when- <ul style="list-style-type: none"> <li>All the services from the donor has to be restore temporarily whilst problems are resolved</li> <li>There is a gap of more than 1 hour in either or both incoming our outgoing services</li> <li>The recipient operator has to open a trouble ticket as a consequence of an event that does not permit to consider number portability completed after the time period agreed between operators</li> </ul>	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensee
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**2. BILLING AND CUSTOMER SERVICE**

Service	Definition	Parameter	Measurement	Applicability
Response time for administration and billing enquiries	Duration from the instant when the address information required for setting up a call is received to the instant the human operator answers the calling user to attend to the enquiry	95% of calls must be answered within 20 seconds	Enquiries attend to by IVR only is excluded from this measurement. Any enquiry transferred from an IVR system to a human operator to attend to the enquiry is included in the measurement The duration period in the definition includes waiting time because attendants are busy. Time duration handle the enquiry itself is excluded from the measurement. The parameter is applicable to all administration and billing enquiries made to a call centre by a customer via fixed, mobile, direct and/or indirect services	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees
Customer/Licensee Complaints Resolution Time	The time period taken to resolve a customer complaint from the instant the customer complaint is notified to the published point of contact to the instant the cause for the complaint has been resolved	90% of customer complaints must be resolved within 24 elapsed hours	Statistics should include all customer complaints received in the data collection period. Where more than one complaint is made by the same customer, even on the same subject, each instance must be counted separately. If a customer complains again before the existing complaint has been resolved, it must be treated as a continuation of the first unclosed complaint. When calculating the resolution time the licensee may subtract a delay introduced by the customer from the measured time	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees Class Comprehensive Multiplex and Signal Distribution Licences Multiplex Licensees Signal Distribution licensees Commercial Broadcasting licensees Public Broadcasting licensee Community Broadcasting licensee
Billing Correctness	The proportion of bills resulting in a customer complaint relating to the accuracy of a given bill	Less than 2% of bills should result in customer complaints	A bill correctness complaint is an expression of dissatisfaction with the accuracy of the bill received from a customer. Statistics should include all billing complaints received in the reporting period regardless of the validity of the complaint and the dates of calls or any other form of communication that are the subject of the complaint	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees

**3. NETWORK QUALITY**

Service	Definition	Parameter	Measurement	Applicability
Mobile /Wireless Service Coverage	Percentage of test route over which a minimum signal strength of -100 dBm is achieved	A minimum of -100 dBm must be achieved for 95% outdoor and 85% indoor service coverage following a predetermined test route	The test route will be determined by the Authority depending on the network coverage provided by licensees Measurements will be taken in a reporting area within the network coverage are of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECNS Licensees
Unsuccessful Call Ratio	Ratio of unsuccessful calls to a total number of call attempt in a specified time period	Percentage of unsuccessful calls must be less than 2% in busy time	An unsuccessful call is a call attempt to a valid number within the licensees' coverage area where neither called party busy tone, nor ringing tone, nor answer signal is received within 30 seconds from the instant when the last digit of the destination subscriber number is received. Additional measurements will be taken in a reporting area within the network coverage are of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
International Call Connectivity	The relationship between the number of seizures that result in an answer signal and the total number of seizures (ASR) for a specific country	The ASR on a country by country basis should be more than 60%	ASR to be measured on a country by country basis over time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees



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Dropped Call Ratio	The percentage of incoming and outgoing calls which once they have been successfully established are dropped/ interrupted prior to the call being terminated by the user, the cause of the early termination being within the operator's network	Percentage of dropped calls must be less than 3%	Percentage of dropped calls, calculated from all the calls in the time period as determined by the Authority Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Successful SMS Ratio	Probability that a user can send a SMS successfully to a short message centre from user terminal equipment	95% of SMS messages must be sent successfully in busy time	Statistics to be collected by Authority and provided by the licensee within a given time period to consist the total number of originating SMS attempts and number of successfully send SMS's Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Completion Rate for SMS	The ratio of successfully send and received SMS's between terminal equipment of two users during busy time	95% of SMS's must be completed successfully	Sending and receiving from SMS's from and to international destinations are excluded from this measurement. Statistics to be collected by Authority and provided by the licensee within a given time period to consist the total number of originating SMS attempts and number of successfully send and receive SMS's Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Successful Internet Log-in ratio	The ratio of successful log-ins to access the Internet when both the access network and the licensees' network are available	95% of internet log-in's by the user of data services must be successful in busy time	Statistics to be collected by Authority and provided by the licensee within a given time period to consist the total number of log-in attempts and number of successful log-ins to access the Internet This measure is applicable to all licensees providing services allowing internet access irrespective of technology. An attempt to log-in is unsuccessful, if it fails for any reason independent whether the fault is caused by the access network or the licensee A log-in is successful if after completion of the log-in process the use is able to use a valid IP-address(dynamic or static) to use services offered via the Internet including DNS resolution allowing to exchange data via the Internet Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Packet Loss Ratio	Ratio of packets lost to the total packets transmitted between two designated points	Packet Loss Ratio may not be more than 3% for any class of service offered	Statistics to be collected by Authority and provided by the licensee within a given interval per class of service as determined by the Authority Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Unsuccessful data transmission ratio	The ratio of unsuccessful data transmissions to the total number of data transmission attempts in a specified time period	95% of all data transmissions must be successful within a specified time period	A data transmission is successful if a test file is transmitted completely and with no errors. The statistics should be calculated from test transmissions made according to the measurement set-up stipulated in ETSI EG 202 057-4 Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees
Data transmission speed achieved	The data transmission rate is achieved separately for downloading and uploading specified test files between a remote web site and user equipment	Data transmission speed achieved must be at least 80% of that advertised by the licensee during busy time	The test file shall have at least twice the size (in kb) of the theoretically maximum data transmission rate per second as advertised by the licensee for a specific service Additional measurements will be taken in a reporting area within the network coverage area of the licensee from time to time as determined by the Authority	Individual licensees Class Comprehensive ECS/ECNS licensees Class ECS licensees Class ECNS licensees

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**References**

The following references are indispensable for the application of this document. For undated reference, the latest edition of the referenced document (including any amendments) applies. For dated references, only the edition cited applies.

- (i) ETSI EG 202 057-1 *Speech Processing, Transmission and Quality Aspects (STQ): User related QoS parameter definitions and measurements; Part 1: General*
- (ii) ETSI EG 202 057-2 *Speech Processing, Transmission and Quality Aspects (STQ): User related QoS parameter definitions and measurements; Part 2: Voice telephony, Group 3 fax, modem data services and SMS*
- (iii) ETSI EG 202 057-3 *Speech Processing, Transmission and Quality Aspects (STQ): User related QoS parameter definitions and measurements; Part 3: QoS parameters specific to Public Land Mobile Networks (PLMN)*
- (iv) ETSI EG 202 057-4 *Speech Processing, Transmission and Quality Aspects (STQ): User related QoS parameter definitions and measurements; Part 4: Internet Access*
- (v) ITU-T Rec. Y.1541 *Series Y: Global Information Infrastructure, Internet Protocol Aspect and Next Generation Networks, Internet protocol aspects-Quality of service and network performance, Network performance objectives for IP-based services*
- (vi) ITU-T Rec. E.425 *Series E: Overall network operation, telephone service, service operation and human factors, Network management – Checking the quality of international telephone service, Internal automatic observations*
- (vii) ITU-T Rec. E.426 *Series E: Overall network operation, telephone service, service operation and human factors, International telephone network management and checking of service quality –Checking the quality of international telephone service, General guide to the percentage of effective attempts which should be observed for international telephone calls*
- (viii) ITU-T Rec. E.437 *Series E: Overall network operation, telephone service, service operation and human factors, Quality of service, network management and traffic engineering –Network management – Checking the quality of the international telephone service, Comparative metrics for network performance management*

**[Appendix B deleted by General Notice 24/2021]**