

## ICT Equipment (Type Approval / Type Acceptance) Application Form (June 2025)

**A:** This application should be completed in English.

**B:** The application shall be submitted with the following:-

1. A letter of agency from manufacturer or distributor. The letter should state other countries where the equipment is type approved and in service.
2. Sample\* of equipment/Instrument model complete with associated accessories and attachments. The sample(s) of equipment submitted should be:-
  - a) In good working condition
  - b) Properly configured for testing and complete with the necessary test adapters & accessories and
  - c) Clearly marked: trade name, model & serial/IMEI No.
3. Technical Operation Manuals or specifications in English
4. User Manuals in English.
5. Copies of
  - a) Declaration of Conformity issued either by the equipment Manufacturer or accredited laboratory, where applicable.
  - b) Test reports (RF, EMC & Safety) in English, issued by accredited laboratories. Evidence of tests laboratory accreditation (to ISO/IEC 17025) from an accreditation body that is a signatory of ILAC should be provided.
6. Non-refundable Type Approval fee. Information regarding the

\*Note that the Authority is not obliged to return equipment that has been submitted for type approval purposes as some tests could be destructive.

- a) Declaration of Conformity issued either by the equipment Manufacturer or accredited laboratory, where applicable.
- b) Test reports (RF, EMC & Safety) in English, issued by accredited laboratories. Evidence of tests laboratory accreditation (to ISO/IEC 17025) from an accreditation body that is a signatory of ILAC should be provided.

Type approval fee for various equipment, is available at: <https://www.ca.go.ke/license-application-forms-fees>. The Authority does not accept cash payments for Type Approval applications, please use mobile money or bank transfers.

7. How we use your data

We require this information in order to carry out our mandate under the Kenya Information and Communications (Importation, Type Approval and Distribution of Communications Equipment) Regulations, 2010.

8. Point of contact

CA prefers to communicate electronically. Please provide email addresses wherever possible. Note that as the licensee you can opt out of email correspondence in the declaration section. All other contacts whose emails are provided will receive communications electronically. If you have any queries about the form please contact: [typeapproval@ca.go.ke](mailto:typeapproval@ca.go.ke)

**C:** Duly completed application form shall be processed within twenty (20) working days from the date of its receipt and should be submitted to:

**Director**

**Standards & Resource Management**

Communications Authority of Kenya

1<sup>st</sup> Floor, CA Centre, Waiyaki Way

P. O. Box 14448 Nairobi 00800

Tel: +254-20- 4242000 / +254 703 042000

E-mail: [typeapproval@ca.go.ke](mailto:typeapproval@ca.go.ke)

Case No:

Section A

Official Details

A.1 For an existing licensee please provide your details and update the following sections.

- Business Name

- CA Account No.

A.2 Licensee official address & details

Licensee Name

Physical Address

P.O. Box

Postcode

Post Office

City & Country

Tel / Mobile

E-mail

A.3 Official representative address & details

Representative Name

Official Title

P.O. Box

Postcode

Post Office

City & Country

Tel / Mobile

E-mail

## Section B Equipment Details

**B.1 Type Approval Category:** Commercial Use ☐

Individual Use ☐

**B.2 Equipment Category, please select applicable category:**

Tick ✓	Category	Category name	Examples
	1	Terminal Equipment	Phones, tablets, wireless enabled systems, IP Phones, etc
	2	Radio Transceivers	Radio, PMR, Broadcast, Satellite equipment, Base stations, etc
	3	Networking Equipment	Routers, switches, modems, tracking devices, etc
✓	4	Other (Specify)	

**B.3 Equipment & Manufacturer Information:**

Brand Name

Model No.

Manufacturer

Address

**B.4 Equipment Technical Information**

Frequency  
Range (MHz)

Nominal  
Power (W)

**B.5 Equipment Safety Information**

Max SAR (W/Kg)

Radiated  
Power (W)

Test	Test Standard Complied	Testing Laboratory & Address	Test Report Number
Electromagnetic Compatibility			
Radio			
Health & Safety Specific Absorption Rate			

**B.6 Submission Checklist (All documents in English)**

Technical Manual

☐

Letter of Agency

☐

Operating Manual

☐

Sample

☐

Payment Details

☐

**B7 Test Reports Checklist**

Electromagnetic Compatibility

☐

Health & Safety Specific Absorption Rate

☐

Radio

☐

Technology Specific

☐

Conformance Certificates

☐

**B8 IP Address Capability**

IPv4 only

☐

IPv4 and IPv6

☐

IPv6 only

☐

N/A

☐

## Section C Declaration

### C.1 Declaration

I/ we are applying for Type-approval for the Equipment(s) specified above for use in Kenya. I/we hereby certify that all information provided in this application is true and correct to the best of my/our knowledge. I/we also understand it is an offence under the Penal Code to give false information in support of any application. I/we further understand that any authorization granted based on untrue/incorrect information may be revoked by the Authority and that it will be incumbent upon the holder of such an authorization to take tangible steps to withdraw the affected devices from the market. In such circumstances, I/we indemnify the Authority from any costs or lawsuits that may ensue following such a revocation.

I understand and accept that under the Kenya Information and Communications (Importation, Type Approval and Distribution of Communications Equipment) Regulations;

- 1) The Communications Authority of Kenya may use or share my information to help:
  - a) issue, amend, validate and/or surrender a Type Approval Authorisation;
  - b) maintain and publish a register of Type Approved equipment
- 2) The Communications Authority of Kenya will not give anyone my information except:
  - a) where the Communications Authority of Kenya has my permission; or
  - b) where the Communications Authority of Kenya is required or permitted to do so by law; or
  - c) to other companies or organizations who provide a service to Communications Authority of Kenya or me;

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Representative Name	Date	Position/ Designation	Signature

### C.2 Equipment & Manufacturer Information

Brand Name.

Model No

Manufacturer.

Version

Manufacturer Address

### C.3 Equipment Technical Information

Frequency Range (MHz).

Nominal Power (W)

## Section D Official Use Only

### D.1 Submission Checklist (All documents in English)

Technical Manual	<input type="checkbox"/>	Electromagnetic Compatibility	<input type="checkbox"/>
Letter of Agency	<input type="checkbox"/>	Health & Safety Specific	<input type="checkbox"/>
Operating Manual	<input type="checkbox"/>	Absorption Rate	<input type="checkbox"/>
Sample	<input type="checkbox"/>	Radio	<input type="checkbox"/>
Payment Details	<input type="checkbox"/>	Conformance Certificates	<input type="checkbox"/>

### D.2 Submission Checklist (All documents in English)

Receiving Officer Name

Recommendation

Sign

Date

Case No.

### D.3 Type Approval Evaluation

The equipment MEETS / DOES NOT MEET the Authority's requirements and is hereby GRANTED / NOT GRANTED Provisional Type Approval

Case No.

Approver Name

ICSM No.

Designation

TAC No.

Signature

Date Received

Approval Date

Remarks