



**PUBLIC NOTICE – NPA. N. 009A**  
**BULK DISTRIBUTING AND EXPORT COMPANY LICENCE**

- A.** The **NATIONAL PETROLEUM AUTHORITY** wishes to inform the general public, and in particular those who intend to obtain a Bulk Distributing and Export Company Licence of the following requirements for obtaining the licence.

**Section 11(1) of the NPA Act, 2005 (Act 691) states that:**

“A person shall not engage in a business or commercial activity in the petroleum downstream industry unless that person has been granted a licence for that purpose by the Authority.”

**B. REQUIREMENTS TO OBTAIN A BULK DISTRIBUTING AND EXPORT COMPANY LICENCE**

- a. The Applicant shall be a corporate entity registered under the laws of Ghana with 100% equity interest held by a citizen or citizens of Ghana.
- b. Business entity registration documents:
  - Certificate of Incorporation;
  - Certificate to Commence Business;
  - Company Regulations;
  - Forms 3& 4 from the Registrar General’s Department;
  - Tax Clearance Certificate; and
  - Annual Returns as filed at the Registrar General’s Department (where applicable).
- c. A comprehensive Business Plan for a minimum of five (5) years detailing the following: where applicable:
  - i. business description including the company’s trading activities, history and capabilities where applicable;
  - ii. organization, corporate structure and management;
  - iii. risk analysis;
  - iv. market analysis;
  - v. regulatory regime;
  - vi. project strategy;
  - vii. financial and economic analysis;
  - viii. environmental and social analysis; and
  - ix. corporate social responsibility plan.
- d. A corporate environmental policy culminating in the grant and issue of an environmental permit by the Environmental Protection Agency (EPA).

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*Bulk Distributing Company Licence (Category 2) Licence:*

*(a) Authorizes a company to procure petroleum products in-tank from the refineries or Category 1 BDCs for sale to licensed OMCs and LPGMCs; and*

*(b) Export petroleum products to neighbouring countries under customs seal.*

- e. Minimum equity capital requirement of GH¢15 million. An applicant's claim of GH¢15 million must be specified as its working capital and proven by any or a combination of the following:
- Cash or cash equivalents (e.g. government bonds, treasury bills etc.) serving as equity capital.
  - Equity stake in an industry relevant fixed asset (e.g. service stations etc.) must be proved by an independent accounting firm to be appointed by the NPA.
- d. A minimum trade facility equivalent of US\$ 15 million. New applicants will be required to submit evidence in writing from a reputable financial institution licensed by the Bank of Ghana and in good standing in support of their application stating their willingness to provide funding not less than US\$ 15 million or its Ghana Cedi equivalent to the applicant.

**C. REQUIREMENTS FROM OTHER STAKEHOLDERS AFTER OBTAINING A BULK DISTRIBUTING AND EXPORT COMPANY LICENCE**

Installation of the front-end of the GCNet in the offices of the respective applicant and subsequent declaration of all petroleum imports and exports to customs through the Ghana Customs Management System/Ghana Customs Network (GCMS/GCNet) prior to the delivery of the cargoes.

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