



## **REGULATION**

**ON**

**“PERIODIC STATISTICAL AND FINANCIAL DATA OF UNDERTAKINGS PROVIDING  
ELECTRONIC COMMUNICATIONS NETWORKS AND/OR SERVICES”**

Approved by Decision of the Steering Council (DSC) of AKEP, No. 23, dated 03.11.2025

## **Article 1**

### **Subject Matter**

The subject of this Regulation to lay down the rules and specify the periodic statistical and financial data and information that must be submitted by undertakings providing electronic communications networks and/or services, authorized under the general authorization regime by AKEP.

## **Article 2**

### **Legal Basis**

This Regulation is drafted pursuant to Article 12, paragraph 2, letter “gj”, and Article 41 of Law No. 54/2024, “On Electronic Communications in the Republic of Albania”.

## **Article 3**

### **Obligations of undertakings for the submission of data**

1. The provisions of this Regulation shall apply to all undertakings providing electronic communications networks and/or services that are included in the register of undertakings published on the official website of AKEP.
2. Each undertaking shall complete the Forms listed in Article 4, by submitting the completed forms with the required information, in accordance with the procedures and deadlines set out in this Regulation.

## **Article 4**

### **Forms and data required by AKEP**

1. The information and data to be submitted by undertakings authorized to provide electronic communications networks and/or services shall be determined by AKEP through specific forms. The undertaking shall download/access the forms from the relevant online module.
2. The forms include:
  - a. Annual data and indicators on the provision of public electronic communications services and networks:
    - i. **Form A:** Provision of fixed electronic communications networks and/or telephony services;
    - ii. **Form B:** Provision of Internet access services;
    - iii. **Form C:** Annual indicators relating to the provision of fixed network infrastructure and capacities;
    - iv. **Form D:** Provision of mobile electronic communications networks and/or telephony services;

v. **Form E**: Annual financial data.

b. Quarterly data and indicators relating to the provision of public electronic communications services and networks:

i. **Form G**: Quarterly data relating to fixed services and networks;

ii. **Form H**: Quarterly data relating to mobile services and networks.

3. The forms containing the relevant indicators and the necessary explanations shall form an integral part of this Regulation (Annex 1) and shall be published by AKEP **in the relevant AKEP online module for this purpose**. The relevant AKEP Directorate responsible for statistics may issue clarifications to the definitions and explanations of the indicators contained in the forms, where necessary, for the purpose of their improvement.

4. AKEP may, where necessary, request additional data not provided for in the forms, by means of written and/or electronic notifications, specifying the nature of the data requested, the deadlines for their submission, and the purpose of the information request.

## Article 5

### Deadlines and reporting method

1. The information and data required pursuant to Forms G and H shall be reported 'online', or in written or electronic form to the e-mail address info@akep.al by the undertaking every three (3) months:

a. Within **30 April** of each year: data for the first quarter, January–March (Q1), of the current calendar year;

b. Within **30 July** of each year: data for the second quarter, April–June (Q2), of the current calendar year;

c. Within **30 October** of each year: data for the third quarter, July–September (Q3), of the current calendar year;

d. Within **30 January** of each year: data for the fourth quarter, October–December (Q4), of the preceding calendar year.

2. The annual information and data required pursuant to **Forms A, B, C and D** shall be reported 'online', and/or in written or electronic form to the e-mail address info@akep.al by the undertaking every year within **30 January** of the following calendar year.

3. The financial information and data required pursuant to **Form E** shall be reported 'online', and/or in written or electronic form to the e-mail address info@akep.al by the undertaking every year within **10 April** of the following calendar year.

4. The undertaking shall for each reporting period, to complete the relevant forms and report the data to AKEP in accordance with the deadlines, instructions and definitions set out in this Regulation and its Annex, as well as the instructions for the use of the relevant AKEP 'online' module for this purpose.

## **Article 6**

### **Data Quality**

1. The undertaking shall ensure the completion of all required indicators, and the reported data shall be comparable with previous reporting periods. Undertakings shall ensure the integrity of the data throughout the reported time periods by maintaining an appropriate audit trail that may be verified by AKEP for all reported information, ensuring, inter alia:

*a. Completeness of information*

The undertaking shall submit all data required in the forms that are applicable to its activity.

*b. Comparability of information*

Undertakings shall submit data by referring to the descriptions provided by AKEP, and at the same time the reported indicators shall remain comparable across different periods. In the event of a change in the method of measurement of an indicator, the undertaking shall provide the relevant clarification, the reason, and the values of the indicator for previous reporting periods calculated according to the new measurement method.

*c. Data retention*

All information reported to AKEP shall be retained by the undertaking, enabling verification of the accuracy of the reported indicators and their measurement methods, in the event of their verification by AKEP. The retention period for the reported data and the evidence of their measurement shall be three (3) years.

## **Article 7**

### **Verification of data by AKEP**

1. If the data submitted by the undertaking do not comply with the data standards required by AKEP and give rise to doubts as to their accuracy:

a. AKEP may request clarifications from the undertaking through all means of communication, such as by using the 'online' module, by written correspondence, by telephone and/or by e-mail.

b. The undertaking shall submit clarifications and accurate information that meet the criteria set out in the data forms, no later than ten (10) working days from receipt of AKEP's request for clarification referred to in point 1 of this Article.

c. AKEP may carry out verifications of the accuracy of the data submitted by the undertaking, through inspections at the undertaking's premises and/or its documentation.

## **Article 8**

### **Use of data by AKEP**

1. AKEP, through the Unit responsible for Statistics, shall process the periodic information submitted by the undertaking, which information shall serve as a basic element for:
  - a. The continuous monitoring of trends in the electronic communications market in Albania, for the fulfillment of AKEP's regulatory objectives, as well as sectoral policy;
  - b. The development of market analyses by AKEP;
  - c. Information for publication to the general public through periodic reports highlighting the main indicators of market development:
    - i. *Quarterly data shall be published by AKEP within thirty (30) days from the deadline for submission of the data by undertakings, except in cases where clarification by the undertakings is necessary;*
    - ii. *Annual data shall be published by AKEP within the month of May of the following year.*
  - d. The fulfillment of requests from national and international institutions that monitor the development of the electronic communications market in Albania;
2. AKEP shall ensure the application of the principles of confidentiality in the publication and use of electronic communications market data.

## **Article 9**

### **Sanctions**

Failure to submit the completed Forms in accordance with the deadlines and requirements of AKEP set out in this Regulation constitutes an administrative offence and shall be sanctioned by a fine in accordance with the provisions provided for in paragraph 1 of Article 184 of Law No. 54/2024 "On Electronic Communications in the Republic of Albania".

## **Article 10**

### **Entry into force**

1. This Regulation shall enter into force upon its approval by a decision of the Steering Council of AKEP.
2. Regulation No. 12, dated 07.04.2010, 'On periodic statistical and financial data of undertakings providing electronic communications networks and/or services', as amended, is hereby repealed.

## **Annex 1**

Forms for data on public electronic communications services and networks.