



ICASA Fundamental Skills Training

Module: Spectrum Fee Payment Process

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Finance: Revenue

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Agenda



- Fee Streams within Frequency Spectrum
- Payment Options
- Application Fee Allocation
- Licence Fee Allocation
- File Transfer Process (FTP)
- Conclusion



Revenue Streams



- Fees are generated within Frequency Spectrum, as guided by the ECA:
 1. Application Fees
 2. Licence Fees



Payment Options

- Applicants and Licensees can make payment using one of three options:
 1. Direct Deposits at any Nedbank branch
 2. Payments at the South African Post Office
 3. Internet Transfers into ICASA's account



Application Fee Allocation

- Applicants are issued with an application/licence number upon submission of their application form to the Licensing Division
- Applicants use the seven (7) digit number as a reference when making payment into ICASA's bank account.
- The seven (7) digit number is unique to each application and it is used to identify each applicant.
- Bank statements are downloaded on a daily basis and receipts are allocated to each account using the application / licence number.
- Application fees are receipted into the **JD Edwards** financial system under their general ledger code.
- A receipt number is automatically allocated by the system for each bank statement.



Licence Fee Allocation

- Once an application has been approved by the Licensing Division, the application number issued on application becomes the licence number.
- Licence Fees are calculated and invoices are raised by the **Spektrum** system.
- Licence Fees are paid into ICASA's account using the seven(7) digit licence number as a reference.
- Bank statements are downloaded on a daily basis and receipts are allocated to each account using the licence number.
- Licence Fees are receipted into the JD Edwards financial system under their general ledger code.
- A receipt number is generated automatically by the system for each bank statement



File Transfer Process (FTP)

- All payments received and receipted into the JD Edwards system need to be transferred to the Spektrum system and allocated to individual licences.
- There is currently no automatic transfer of payments from one system to the other.
- Once payments have been receipted to the JD Edwards system, they are downloaded to an Excel spreadsheet, formatted and thereafter uploaded to a file transfer system (**FTP**).
- The file transfer system updates the Spektrum system overnight and allocated all payments to the specific licensee accounts.



Conclusion



- Once the file transfer process is complete and all payments are allocated to each licensee account, the licensee account is netted off to zero.
- When each licence has a zero balance (payments have been matched to invoices), the Spektrum system automatically prints licences.
- Licences are posted to the licensees on a weekly basis.



Thank You

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