

PROCEDURE FOR A CERTIFICATE OF HABITATION

1

The certificate of habitation (occupancy) is an administration technical document granted by the Municipal Assembly, which certifies the minimum conditions necessary for a home to be inhabited. It is issued to all Residential and Commercial building before occupation.

2

A developer who has satisfied the statutory requirement of a building permit shall make a request on the Municipal Assembly for inspection of the completed building or structure, and a certificate of habitation or occupancy issued under the signature of the head of works for a fee.

3

Certificates of habitation are not required for work exempted from permits in accordance with the Ghana Building Code.