



REPUBLIC OF GHANA

MINISTRY OF
LOCAL GOVERNMENT,
CHIEFTAINCY AND
RELIGIOUS AFFAIRS

P.O.Box M50, Accra
Digital Address: GA-110-9895

Kindly quote this number and date on all correspondence

My Ref. No. BAG/565/054

Your Ref. No. _____

Date 13th JANUARY, 2026

**RE: DIGITALISATION OF SELECTED SERVICES UNDER THE MINISTRY OF
THE INTERIOR**

The Ministry of Local Government, Chieftaincy and Religious Affairs (MLGCRA) wishes to inform all Metropolitan, Municipal and District Assemblies (MMDAs) and Departments under the Ministry that the Ministry of the Interior has fully digitised selected services, in line with Government's digitalisation agenda, with effect from 15th December 2025.

2. The digitised services are accessible exclusively through the Ministry of the Interior's official website:

www.mint.gov.gh

i. Citizenship and Migration Services

- Immigrant Quota Permit
- Renunciation of Ghanaian Citizenship
- Dual Nationality / Citizenship Application
- Registration as a Citizen of Ghana
- Naturalisation as a Citizen of Ghana
- Registration of a Minor as a Citizen of Ghana

These services have been digitised to simplify application processes, reduce processing time, enhance verification through integration with the National Identification Authority (NIA), and provide applicants with real-time updates from submission to approval.

ii. Security and Regulatory Services

- Licensing of Private Security Organisations
- Permission to Import or Export Explosives
- Permit to Import or Export Arms and Ammunition
- Permit to Import and License Firearm (Pistol)
- Granting of Auctioneer's Licences
- Permit for Key Cutting

The digitisation of these services enhances transparency, standardises compliance procedures, and strengthens national monitoring mechanisms for security oversight and regulation of controlled materials.

iii. Specialised Services

- Exportation of Dead Bodies

This service has been digitised to streamline documentation, ensure proper verification, and eliminate delays, particularly in sensitive situations involving bereaved families.

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Website: www.mlgdrd.gov.gh

3. This online roll-out constitutes a pilot phase towards the comprehensive digitalisation of all services across the Internal Security Agencies. Lessons from this phase will inform the progressive onboarding of additional services and system integrations.
4. With effect from 15th December 2025, all applications, requests, and service engagements relating to the above-listed services must be initiated and processed exclusively through the Ministry of the Interior's website.
5. Approved fees and charges for each service are published on the portal and are payable through:
 - i. **Online payment platforms; or**
 - ii. **Designated walk-in payment options, as indicated on the portal.**
6. All MMDAs and Departments under the MLGCRA are hereby directed to take note of this development, sensitize staff and the public accordingly, and ensure full compliance and alignment with the new digital service delivery arrangements.
7. Kindly accord this Circular the necessary attention.



AMIN ABDUL-RAHAMAN
CHIEF DIRECTOR
FOR: MINISTER

TO ALL MMDAs & DEPARTMENTS UNDER MLGCRA