# **Application for Amateur Radio License in Bhutan**

#### Guidelines:

- This application form is to be used by person(s) requesting an amateur radio license to operate amateur radio in Bhutan.
- The applicant is expected to have read the relevant provisions of the Bhutan Information, Communications and Media Act 2018, National Radio Rules and Regulations (NRRR) 2021 and licensing terms and conditions before completing this application form.
- All information fields on this form must be completed. Failure to complete the information will result in the delay in the processing of this application and even rejection of the application.
- *The applicant(s) must submit:* 
  - 1. Trade License (If the Bhutanese applicant is a company)
  - 2. Technical specification of each radio equipment to be used
  - 3. Copy of existing amateur radio license from home country (if foreign national applicant)
  - 4. Passport copy and the travel itinerary (if foreign national applicant)
- The details of the application and corresponding fees are given in the Table A in the last page of this form.

### **Applicant Details:**

## (i) For Bhutanese

## Choose either client type A1 or A2

Client	Type	(Select a	t category l	pelow	and fil	l up	client type A	<b>1</b> 1 j	for inc	lividual	and	client	type $m{A}$	<b>2</b> f	or oth	her)
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	<ul> <li>Individual</li> </ul>	<ul> <li>Government/Department</li> </ul>	<ul> <li>International</li> </ul>	<ul> <li>Private company</li> </ul>
A.	Client type A1			
1.	Applicant name	:		
		Passport number:		
3.	Phone/Mobile N	umber :	Fax Number	
4.	Email :			
5.	Postal Address:			
B.	Client type A2			
1.	Name of Organia	zation/Company:		
2.	Postal Address:			
3.	Phone:		Fax:	
4.	Email:			
5.	Contact Person (	(Name) :		
6.	Designation :			

3. N 4. ( 5. H 6. F	Place of Birth:		First name:	
3. N 4. ( 5. H 6. F			Date of Birth:	
5. I 6. I	tationanty			
5. F	Occupation:			
5. F	Home Address:			
	Phone:		Fax:	
E	Email:			
7. <i>A</i>	Address in Bhutan:			
8. F	Period of visit (optional)	arrives on:	depart on:	
` T	Data:15 - CVI ( 4	dd/mr	m/yyyy expiry	dd/mm/yyyy
9. I	Details of Visa: (optional	l) (date of (issue)	expiry	
10. F	Purpose of Visit:		dd/mm/yyyy	dd/mm/yy
11. F	Passport details:			
a	n) Passport Number:			
	Date of Issue:			
	c) Date of expiry:			
	l) Place of Issue:			
13. L 14. C	License Number (if any): Class of License:			
15. P	Place and date of issue:_			
16. C	Country of issue:		_	
17. Is	ssuing Authority:			
18. E	Expiry date of license:		_	
(iii)	Both the Bhutanese a	and Foreign Nation	al applicant has to comp	lete the following:
	ion Information:			
	Station Type (tick): ( • :	_	*	
1. S	Location of Station in Bl			
1. S 2. I				
1. S 2. I 3. F	Frequency Bands:			
1. S 2. I 3. F 4. F	Frequency Bands: Power required (tick): (	• less than 400watt	• more than 400watt)	
1. S 2. I 3. F 4. F 5. C	Frequency Bands: Power required (tick): ( Call sign preferred to be	• less than 400watt issued : <b>A52</b>	• more than 400watt )	
1. S 2. I 3. F 4. F 5. C	Frequency Bands: Power required (tick): (	• less than 400watt issued : <b>A52</b>	• more than 400watt )	

## Terms and conditions for frequency/Apparatus License

#### A. General

- 1. This frequency/apparatus license is issued in accordance with the Bhutan information Communication and Media Act 2018, the National Radio Rules 2021 and the international Telecommunication Union-Radio Regulation and shall be governed by the above laws.
- 2. The License shall use only the frequency and operate in the area/location authorized in the license.
- 3. This license shall be valid only within the territorial limits of the kingdom of Bhutan.
- 4. Unauthorized additional use of frequency will be dealt and fined by the Authority.

### **B.** Requirements

- 6. The License shall ensure that no radio apparatus used or operated exceeds the specified maximum output powers and emission parameters without the prior written approval of the Authority.
- 7. Unless permitted, the license shall cease operation of all radio apparatus causing harmful interference until such time as the harmful interference has been eliminated.
- 8. The license shall produce the technical details of the usage of the frequency(s) if required by the Authority.
- 9. The license shall cooperate with the inspection and monitoring team, during technical and monitoring inspection by the Authority.
- 10. The license shall register the transmitters with its specifications to the Authority soon after the commencement of radio equipment.
- 11. The license shall assure the safety of human and animal due to the Radio equipment.

### C. Renewal and Penalty

- 12. The date of commencement of radio use shall be effect from the issue of the license.
- 13. The license shall renewed annually prior to the expiry of license, however 30 days grace period from the expiry date will be provided.
- 14. Failing to renew the license within the end of grace period shall lead to the penalty fine of Nu. 50 per day.
- 15. If the license is still not renewed within the 90 days from the end of grace period, the Authority will notify the licensee for the cancellation of his/her license which will lead to the cancellation of license and the seizure of Radio Communication equipment.
- 16. The license shall notify to the Authority in written of its intention to cancel the license.

### **D.** Compliance

- 17. The licensee shall not authorized the third person/organization to operate the radio communications apparatus under the frequency/apparatus license assigned.
- 18. Licensee must comply with all the directions from the authority in relation to the use of the frequency/spectrum.
- 19. The licensee shall not be transferable and cannot be leased out to the third party.
- 20. The license shall indemnify the Authority during any of the equipment failure.
- 21. The licensee must comply with all the directions from the authority in relation to the use of the apparatus/frequency/spectrum.

#### E. Declaration

I/we/Organization hereby affirms that,

- a) The application details are factual and correct.
- b) The terms and conditions of the license and provisions of relevant provisions of ICM Act 2018 and National Radio Rules 2021 above are understood and shall abide by it.

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Name:	Seal of the designation	Seal of Office/Company
Date:	_	

Fo	or Official use only:		
a)	Date of application received:		
b)	Date of receipt of fees:	Amount Received (Nu):	
c)	Date of issue of license:		
d)	License Number issued:		
e)	Call Sign issued:		

Table A:

Information on type of Amateur Radio License and its corresponding Application and license fees – (Tick where appropriate)

Type of Amateur License	Application Fee (Nu)	Annual license Fee (Nu)	Total Fee (Nu)	If the station operates more than 400W (additional fees payable in Nu.)
Amateur Radio License for Bhutanese National (Individual)	600	3000	3600	3000
Amateur Radio License for Bhutanese(Group/Club)	600	6000	6600	3000
Amateur Radio License for Foreign National(Individual)	600	6000	6600	3000
Amateur Radio License for Foreign National(Group/Club)	600	12000	12600	3000

For more information please contact Spectrum Management Division, Bhutan InfoComm and Media Authority (BICMA)

Contact Details: **Telephone**: 02-321506/321507/77190170 **Email to:** <u>spectrum@bicma.bt</u> or <u>bicma@bicma.bt</u>