

# **Application for Public Land Mobile Radio communication in VHF, UHF, HF frequency for Handsets, Base station, and Repeater networks**

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## **Guidelines:**

- *This application form is to be used by an individual/company/organization requesting an Apparatus license to operate Public Land mobile service communication 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 Regulation (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 details of the application and spectrum utilization fees are given in Table A in the last page.*
  - *The applicant(s) must submit:*
    1. *Trade License/Business License copy*
    2. *Location Clearance from the concerned offices if the base station and repeater station is to be installed.*
    3. *A copy of the technical specifications of the equipment to be used.*
    4. *Evidence of procurement of equipment (example supply order letter from the suppliers)*
    5. *Type Approval certificate issued by BICMA if the equipment is directly procured from outside the country.*
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## **A. Applicant Details:**

Client Type (Select a category below and fill up client type **A1** for individual and client type **A2** for other)

- Individual
- Government/Department
- International
- Private company

## **B. Client type A1**

1. Applicant name : \_\_\_\_\_
2. Citizenship ID/Passport number : \_\_\_\_\_
3. Phone/Mobile Number : \_\_\_\_\_ Fax Number \_\_\_\_\_
4. Email : \_\_\_\_\_
5. Postal Address : \_\_\_\_\_

## **C. Client type A2**

1. Name of Organization/Company: \_\_\_\_\_
2. Postal Address: \_\_\_\_\_
3. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
4. Email: \_\_\_\_\_
5. Contact Person (Name) : \_\_\_\_\_
6. Designation : \_\_\_\_\_

## **D. Nature of Service (tick)**

- VHF (Very High Frequency) Land mobile service
- HF (High Frequency) Land mobile service
- UHF (Ultra High Frequency) land mobile service

**E. Network comprising of (Can tick more than one if the networks below will be in use)**

- Base station      • Repeater      • Portable/Handheld walkie-talkie

**F. Station Information**

1. Area of operation : \_\_\_\_\_
2. Station location (location of base station/repeater station) : \_\_\_\_\_
3. Communication range of operation (coverage radius in km) : \_\_\_\_\_
4. No. of base station: \_\_\_\_\_ No. of repeater station: \_\_\_\_\_ No. of portable handsets: \_\_\_\_\_

**G. Details of equipment (for each type of base station, repeater and handsets to be used)**

1. Equipment name : \_\_\_\_\_
  2. Model : \_\_\_\_\_
  3. Manufacturer : \_\_\_\_\_
  4. Type of equipment (tick) : ( • transceiver • transmitter • receiver )
  5. Frequency range of the equipment: \_\_\_\_\_ Preferred frequency : \_\_\_\_\_
  6. No. of channels requested : \_\_\_\_\_ Tick ( • Simplex / • Half duplex/ • Full duplex )
  7. Maximum power output : \_\_\_\_\_
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## **Terms and conditions for frequency/Apparatus License**

### **A. General**

1. This frequency/apparatus license is issued in accordance with the Information Communication and Media Act of Bhutan 2018, the National Radio Rules and Regulations 2021 and the international Telecommunication Union - Radio Regulation 2000 and shall be governed by the above laws.
2. The License shall use only the frequency assigned 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 as per the above Regulations.

### **B. Requirements**

5. 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.
6. Unless permitted, the license shall cease operation of all radio apparatus causing harmful interference until such time as the harmful interference has been eliminated.
7. The licensee shall produce the technical details of the usage of the frequency(s) if required by the Authority.
8. The licensee shall cooperate with the inspection and monitoring team, during technical and monitoring inspection by the Authority.
9. The licensee shall register the transmitters with its specifications to the Authority soon after the commencement of radio equipment.
10. The license shall assure the safety of human and animal due to the Radio equipment.

### **C. Renewal and Penalty**

11. The date of commencement of radio use shall be effective from the issue of the license.
12. The licensee shall renew annually prior to the expiry of license, however 30 days grace period from the expiry date will be provided.
13. Failing to renew the license within the end of grace period shall lead to the penalty fine of Nu. 50 per day.
14. 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.
15. The licensee shall notify the Authority in written of its intention to cancel the license.

### **D. Compliance**

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

### **Signature with legal stamp:**

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

**For Official use only:**

1. Date of application received: \_\_\_\_\_
2. Date of receipt of fees: \_\_\_\_\_ Amount Received (Nu): \_\_\_\_\_
3. Date of issue of license: \_\_\_\_\_
4. License Number issued: \_\_\_\_\_
5. Frequency assigned : \_\_\_\_\_

**Table A:**

**Information on Land mobile VHF (Very High Frequency), UHF (Ultra High Frequency) and HF (High Frequency) Application and Spectrum utilization fees – (tick where appropriate)**

<b>Nature of Land mobile service</b>	<b>Application Fee (Nu)</b>	<b>Annual license Fee per frequency (Nu)/Dzongkhag</b>	<b>If the area of operation is more than one Dzongkhag</b>
Land mobile VHF communications	One to thirty mobile user equipment (UE) 600	3750	An incremental fee of twenty percent of the spectrum utilization fee (Nu. 0.20% of Nu. 3750.00) per frequency per Dzongkhag shall be charged for the remaining Dzongkhag.
Land mobile UHF communications	Thirty-one to seventy mobile UE 1200	3750	
Long range HF communications	More than seventy mobile UE 1200+ 600( for each additional of 50 UE)	The annual license fees will be calculated based on the formula in NRRR 2021	

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

**Contact Details: Telephone:** 02-321506/321507/77190170

**Email to:** [spectrum@bicma.bt](mailto:spectrum@bicma.bt) or [bicma@bicma.bt](mailto:bicma@bicma.bt)