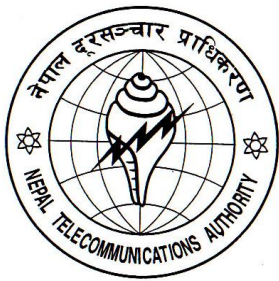


Related with NTA Decision No 2410-2069.01.31

Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipments-2012

[TAP-02]



Nepal Telecommunications Authority

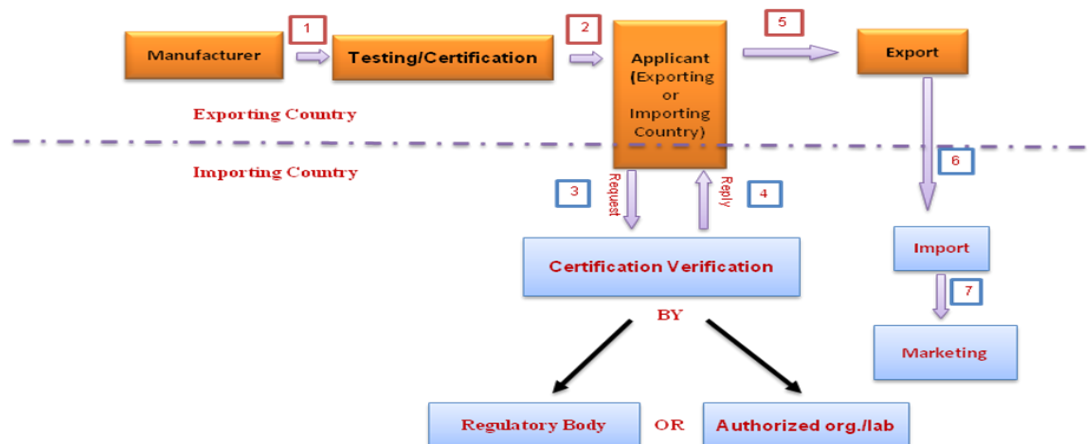
Blue Star Office Complex, 5th Floor,
Tripureshwor, Kathmandu, Nepal
G.P.O. Box 9754,
Phone: 977-1-4101030-33, 4101035-38
Fax: 977-1-4101034
Email: ntra@nta.gov.np

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Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipments-2012

NTA type approves equipment based on a test report(s) and certificate of conformity issued by the manufacturers and/or by NTA-approved international standardization bodies or regulatory inspection/certifying bodies. NTA will further verify the Suppliers' Declaration of Conformity (SDoC) and/or related standards test reports.



Note: The numbers along with arrow shows the sequence of steps. Step 5 is possible only if the product(s) is certified to use in Nepal for specified use (i.e. Type Approval certificate is granted to the applicant through step 4)

Local representative in Nepal will apply on behalf of the manufacturer to NTA (in future, it can also contact authorized organization/laboratory if any) requesting Type Approval on its products. If manufacturer is in Nepal then it does not have to have local representative to carry out type approval process.

Only Type Approved equipments are allowed to be imported for those, which are specified, mentioned below (Equipments Identified for Type Approval). NTA or Authorized organization/lab can verify certifications anytime it wishes to.

1. Type Approval Procedure

Application form/s for type approval shall be submitted to Nepal Telecommunications Authority. The form (Annex – 3) is for radio equipment is available in the NTA website “www.nta.gov.np”. A completed Type Approval application shall be submitted to address below:

Nepal Telecommunications Authority
Blue Star Office Complex, 5th Floor,
Tripureshwor, Kathmandu, Nepal
G.P.O. Box 9754,
Phone: 977-1-4101030-33, 4101035-38
Fax: 977-1-4101034

Email: ntra@nta.gov.np

The completed application form shall be accompanied by the following documents:

- a) Radio, EMC, SAR, Safety Test reports/Certification by the manufacturer or the authorized representative of the manufacturer from the country of manufacture/origin.
- b) Type Approval Certificate issued by at least one of the international bodies (Annex – 1) or at least one of national /territorial authority body (Annex – 2)
- c) Functional description in the form of block. There should be a description of design principles and explanation of the operation of different modules/units.
- d) Product brochures including technical specifications.
- e) Operation/installation manuals.
- f) Internal and external photographs of the equipment.
- g) Application fee of nonrefundable NRs. 1,000.00 or USD 15.00 for new application.
- h) Local agent/representative¹ documents (Copies of Certificate from Office of Company Registrar, Ministry of Industry, Government of Nepal and Permanent Account Number Certificate from Inland Revenue Department, Ministry of Finance, Government of Nepal)
- i) Letter of authorization (Power of Attorney) from the manufacturer to the local representative and legally registered in the concerned office of Nepal.

Note: The type approval certificate granted by any standard body (as mentioned in Annex-1 or Annex-2) or accredited by aforementioned standard bodies is also valid and is considered as equivalent to the documents mentioned in clause 1 (b) above.

The type approval application fee should be paid to the authority's bank account as follows.

Bank Name: NABIL Bank Ltd.
Bank Address: Kantipath, Kathmandu, Nepal
NTA's Account Number: 01 06 01 16642 01
NTA's Account name: Nepal Telecommunications Authority
SWIFT CODE: NARBNPKA

The authority will review application and documents to ensure compliance with the relevant requirements. Exact number of required documents depends on equipment type and NTA may ask for additional documents to the applicant as per necessity on the case by case basis.

Sample of equipment(s) shall be submitted by the applicant if the authorized officer of NTA feels necessary. The cost of transportation and custom clearance shall be borne by the applicant.

Completion time for Type Approval is typically 2-4 weeks after receiving all necessary documents; however, if the lead time is changed due to unforeseen circumstances then applicant will be notified. The authorized officer designated by NTA will consider international/national/territorial standard(s) and other specifications recommended in this type approval working procedure within specified time. When Type Approval is granted, it will be valid for provisional 6-months period.

¹ Local agent/representative shall be duly registered in accordance with prevailing laws of Nepal.

The application for the permanent periodic type approval has to be submitted by the applicant to the NTA at least 15 (fifteen) days before the date of expiry for the extension. Otherwise late fee of NRs. 2000.00 or US\$ 30.00 is applicable. The application should include report of customer care center/s of local agent/representative/distributor/s regarding the quality of service, national security concern and details about interference-free operations of five months period prior to the submission of application as specified in Annex 5. Permanent periodic Type Approval (valid for a period of 5 years) will be granted only if QoS, safety of consumers and general public, interference-free operations, national security concerns, quality of after sales services and any other applicable criteria (deemed necessary by NTA) are not compromised by the applicants and by the product/s. Otherwise, either the provisional certification will be extended to additional six-months or the products will be considered to disqualify for use in the country. NTA reserves the rights both to decide on certification extension and order applicant to stop further operation of equipment(s).

In case the product/s have been found to compromise on the QoS, safety and security, interferences, after sales services and any other significant issues (deemed appropriate by NTA), the Type Approval certificate may be withdrawn or cancelled at any time within the 5-year period. The withdrawal or cancellation of a Type Approval may not affect the right to use the equipment already in use, unless the Authority determines otherwise.

The officer(s) of NTA related to the type approval can inspect and monitor the market of Customer Premises Equipments (CPEs) related to telecommunications mandated for type approval as per requirement.

2. Labeling Requirement

For identification of the equipment, equipment shall bear a clear, permanent and easily visible type plate or other equivalent contiguous type labeling with the following information:

- Name of manufacturer or an authorized company responsible for importing.
- Equipment Type or model

3. Requirement of New Type Approved Certificate

When type approved equipment is modified and, as a result, modifications might influence/change the conformity to the requirements, a new separate approval is required.

4. Terms and Conditions for granting approval

If the applicant meets the relevant requirements, NTA will issue a certificate that permits Original Equipment Manufacturers (OEMs), distributors and service providers to use, operate and sell the equipments for a period determined by it.

For the Mobile handsets, the person/company responsible for importing the devices should notify IMEI/ESN number of them to NTA prior to importing those devices every time. For other CPEs the person/company responsible for importing the devices should notify serial number of them to NTA prior to importing those devices every time. Furthermore applicant will be subjected to the following terms and conditions:

- i. The applicant shall conform to the rules applied by the MOIC/NTA for Type Approval.
- ii. The applicant shall also commit to conform to the following:
 - a. Accept responsibility for any harm, injury or loss attributed to the possession or use of the equipment. The party which has been caused harm, injury or loss should be properly compensated by the authorised local representative if the cause is due to malfunction of the type approved device.
 - b. Accept responsibility to discontinue importation and sale, and replace all the equipment already on the market, in case of defects in the equipment resulting unacceptable performance.
 - c. Inform NTA of any desired modifications to the authorized equipment before importing to obtain Authority approval.
 - d. Conform to any additional directions issued by NTA until the procedure and standard specifications associated with the new Type Approval Regime are in effect.

5. Equipments Identified for Type Approval

NTA will facilitate Type Approval for following Radio telecommunications equipments.

- a) Customer site Terminals that connect to public switched Network
 - i) GSM/IMT-2000/ IMT Advanced
 - ii) CDMA
 - iii) DECT
 - iv) GMPCS
 - v) Other telecom devices used to connect to mobile or PSTN network
- b) Low Power Devices (LPDs) or Short Range Devices (SRDs)
WLAN - WiFi, Bluetooth, and other 802.11x standard devices having 4W (max.EIRP) & 1 W Max. transmitter output power, Freq: 2.4 GHz and 5.0 GHz

6. Certificate of Type Approval

Sample of Type Approval Certificate is shown in Annex– 4.

7. Repeal and Safeguard

Previous Type Approval Procedure as decided by NTA on 2062|9|21 B.S. (2006|1|5 A.D.) is hereby repealed.

All the procedures and actions done and carried out pursuant to the previous Type Approval Procedure before the commencement of this procedure shall be deemed to be done and carried out pursuant to this procedure.

Annex-1: List of International/National Standardization Bodies

1. International

- a. ITU — International Telecommunication Union
- b. IEC — International Electrotechnical Commission
- c. ISO — International Standard Organization
- d. ATIS — Alliance for Telecommunications Industry Solutions
- e. UTS — Universal Technical Systems
- f. TIA — Telecommunication industry Association
- g. EIA — Electronic Industries Alliance

2. USA

- a. FCC — Federal Communication Commissions
- b. NIST — National Institute for Standards and Technology
- c. ANSI — American National Standard Institutions
- d. IEEE — Institute of Electrical and Electronics Engineers

3. European

- a. ETSI — European Telecommunications Standards Institute
- b. CEN — The European Committee for Standardization
- c. CENELEC — The European Committee for Electrotechnical Standardization

4. British

- a. BABT — British Approvals Board for Telecommunications
- b. BSI — British Standards Institution

Annex- 2: List of regulators whose approval is to be considered by NTA

S.N.	Country	Telecom Regulator	Address (URL)
1	Australia	Australian commission and media authority	http://www.aca.gov.au/
2	Belgium	Belgian institute for postal services and telecommunications	http://www.ibpt.be/
3	Canada	Canadian radio television and Telecommunications commission	http://www.crtc.gc.ca/eng/welcome.htm
4	China Hong Kong	Ministry of Information Industry Office of the Telecommunications Authority	http://www.mii.gov.cn http://www.ofta.gov.hk/
5	Denmark	National IT and Telecom Agency (NITA)	http://www.tst.dk/
6	Finland	Finnish Communications Regulatory Authority	http://www.mintc.fi/
7	France	Autorite de regulation des communications Electroniques et des	http://www.art-telecom.fr/
8	Germany	Regulierungsbehörde für Telekommunikation und Post	http://www.regtp.de/
9	Greece	National Telecommunications and Post Commission, Greece	http://www.eett.gr/
10	Hungary	Ministry of Transport Communication and water management	http://www.kancellaria.gov.hu/
11	India	Telecom Regulatory Authority of India	http://www.trai.gov.in/
12	Ireland	Office of the Director Of Telecommunications Regulation	http://www.odtr.ie/
13	Israel	Ministry of Communications	http://www.moc.gov.il/
14	Italy	Autorita per le Garanzie nelle Comunicazioni (AGCOM)	http://www.agcom.it/eng/eng_intro.htm
15	Korea (Rep)	Korea Communications Commission	http://www.mic.go.kr/
16	Japan	Ministry of Public Management, Home Affairs, Posts and Telecommunications	http://www.soumu.go.jp/
17	Malaysia	Malaysian Communications and Multimedia Commission	http://www.cmc.gov.my/

18	Netherlands	OPTA	http://www.opta.nl/
19	Norway	Norwegian post and Telecom Authority	http://www.npt.no/
20	Pakistan	Pakistan Telecommunications Authority	http://www.pta.gov.pk/
21	Philippines	National Telecommunications Commission	http://www.ntc.gov.ph/
22	Singapore	Infocomm Development Authority of Singapore	http://www.ida.gov.sg/
23	Srilanka	Telecommunications Regulatory commission	http://www.trc.gov.lk/
24	Spain	Commission del Mercado de las Telecomunicaciones (CMT)	http://www.cmt.es/
25	Sweden	Post och telestyrelsen	http://www.pts.se/
26	Taiwan	The Directorate General of Telecommunications	http://www.dgt.gov.tw/
27	Thailand	National Telecommunications Commission (NTC)	http://www.ntc.or.th/
28	United States	Federal Communications Commission	http://www.fcc.gov/
29	United Kingdom	Office of Communications (Ofcom)	http://www.ofcom.org.uk/

Annex-3 : Type Approval Application form for radio telecommunications equipment

G.P.O. Box 9754, Blue Star Office
Complex 5th Floor, Tripureshwor,
Kathmandu, Nepal

Phone: 977-1-4101030-33, 4101035-38
Fax: 977-1-4101034
Email: info@nta.gov.np

NTA
NEPAL

Application for Type Approval of Radio Telecommunications Equipment

Instructions:

5. Please submit application form to the above address together with the applicable fee.
6. Printed documents accompanying the application should be original or certified true copies.
7. Request for type approval without the submission of complete documents and information will not be accepted.
8. The application needs to be filled by authorized local agent/representative of the manufacturer
9. The application needs to be duly signed and stamped by authorized personnel/organization.

PART A: PARTICULARS of APPLICANT

1. Company Name: _____
2. Company Address: _____
3. Radio Dealer's License No: _____
4. Name of Contact Person: _____
5. Tel. No: _____ Fax No.: _____
6. E-mail Address: _____

PART B: EQUIPMENT PARTICULARS

- 1) Equipment category
 - a. Public (Cellular) Radio Service communication (Mobile/Fixed)
[GSM/PCS/CDMA/DECT/GMPCS /IMT-2000/ IMT Advanced]
 - b. Short Range Device [e.g. Blue tooth and/or WLAN, Low Power Device]
 - c. Telemetry/Tele-control /Radio Data Service
 - d. Others (Please Specify): _____
- 2) Mobility (Please Select one of the following items)
 - a. Fixed Station b. Mobile Station c. Handheld Portable
- 3) Equipment Type (Please Select one of the following types)
 - a. Transmitter b. Receiver c. Transceiver d. Others (Please Specify): _____

PART C: DETAILS OF THE EQUIPMENT

1. Name of the Manufacturer: _____
2. Address of the Manufacturer: _____
3. Brand Name: _____ Model No: _____
4. Trade Name (If any): _____
5. RF channel Spacing: _____
6. Type of Modulation: _____
7. RF Output Impedance: _____ ohms
8. [Software/Firmware] Version: _____

9. Year of Manufacture: _____
10. Operating Frequency range (switching range without retuning)
- Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
 - Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
 - Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
 - Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
 - Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
 - Transmit: _____MHz to _____MHz; Receive: _____MHz to _____MHz; Max EIRP: _____dBm
11. The purpose(s) for using radio communication equipment: _____
-

12. Any certificate(s) [e.g. Test Report/DOC/Safety] received: Yes No _____

If Yes:

Certificate No.	Issuing Authority	Relevant Standard
_____	_____	_____
_____	_____	_____

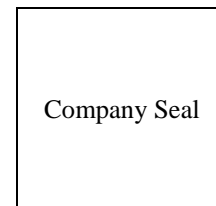
PART D: DOCUMENTATION

- The appropriate fee of NRs 1,000.00 payable to "Nepal Telecommunications Authority"
- Functional Description with circuit Diagram at least in Block Diagram Form
- Operation and installation manual
- Internal and External Photographs of the equipment
- Product Brochures including technical specifications
- Radio, EMC, SAR, Safety Test reports/Certification by the manufacturer or the authorized representative of the manufacture from the country of manufacture/origin.
- Type Approval Certificate issued by at least one of the international bodies (Annex – 1) or at least one of national /territorial authority body (As Annex – 2)
- If the applicant is VAR, or representative, copy of import license granted by NTA or MOIC, if applicable
- Local representative documents(Copies of Certificate of incorporation of company from Office of Company Registrar, Ministry of Industry, Government of Nepal and Personal Account Number Certificate from Inland Revenue Department, Ministry of Finance, Government of Nepal)
- Letter of authorization(Power of Attorney) from the manufacturer to the local representative
- Any other document(s) please specify: _____

PART E: DECLARATION OF APPLICANT

- Upon granting the Type Approval Certificate, [I/ we] fully commit to abide by the NTA Terms and Conditions for Type Approval.
- [I/we] hereby declare that the information and documents given by [me/us] in this application form are to the best of [my/our] knowledge true and correct.

Signature of the Applicant: _____
 Name: _____
 Position Held: _____
 Company Name: _____
 Date: _____
 Date: _____



Annex-4: Sample of Type approval Certificate

Ref. No. Eng.

Date:

Type Approval Certificate

Certificate No.:

This certificate is valid fromto

Name and address of the Applicant:

Name and address of the Manufacturer:

Product(s) name:

Type (provisional/periodic):

Test Criteria: Document Verification, Compatible to use in Nepal in respect to frequency and Power levels along with other applicable criteria

Remarks:

This product meets the required minimal specifications criteria and is therefore certified for the specified use in Nepal.

This Certificate is only valid with the terms and conditions specified by NTA regarding the type approval issue.

.....
Authorized officer

.....
Director

(Type approval)

Terms and Conditions for Type Approval:

Annex-5: Log Book Related to Customer Care/ Maintenance Center

Company/ Local Representative Name: _____

Company/ Local Representative Address: _____

Company Registration No: _____ PAN: _____

Tel. No: _____ Fax No.: _____

E-mail Address: _____

Model No.: _____ No. of Sold Devices: _____ No of Complained Devices: _____

Complain Details:

S.N.	Date	Complaint	Complained by (Name & Contact No.)	Solution	Remarks

DECLARATION

1. [I/we] hereby declare that the information given by [me/us] in this form is to the best of [my/our] knowledge true and correct.
2. [I/we] hereby declare that the devices sold in the market have worked well without any problems regarding the quality of service, national security concern and interference-free operations except the aforementioned complain details.

Authorized Signature: _____

Name: _____

Position Held: _____

Date: _____

