

Related with NTA Decision No 2799-2071.03.29

Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipment-2014 (TAP-03)



Nepal Telecommunications Authority

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1. General Definitions

Unless the subject or the context otherwise requires, in this working procedure.

- a) “Act” means Telecommunications Act, 2053 (1997)
- b) “Authority” or “NTA” means Nepal Telecommunications Authority
- c) “Authorized officer” means Deputy Director (Numbering and Standardization) of the Authority.
- d) “CPEs” means the Customer Premises Equipment
- e) “EIRP” means effective isotropic radiated power, which is the amount of power that a theoretical isotropic antenna (which evenly distributes power in all directions) would emit to produce the peak power density observed in the direction of maximum antenna gain.
- f) “EMC” means Electromagnetic Compatibility which is the capability of electrical and electronic systems, equipment, and devices to operate in their intended electromagnetic environment within a defined margin of safety, and at design levels or performance, without suffering or causing unacceptable degradation as a result of electromagnetic interference.
- g) “Equipment” means specified Customer premises Radio Telecommunications Equipment
- h) “GoN” means the Government of Nepal
- i) “Local Representative” means authorized local representative/agent of manufacturer
- j) “MOIC” means Ministry of Information and Communication of Nepal
- k) “OEM” means Original Equipment Manufacturer, which refers to the company that originally manufactured the product. OEM, manufactures product or components that are purchased by another company and retailed under that purchasing company's brand name.
- l) “QoS” means Quality of Service, which is the main indicator of the performance of a telecom network and of the degree to which the network conforms to the stipulated norms and standards specified by the regulator or any other agency designated for the same. The subscriber’s perception of the Quality of Service (QoS) is determined by a number of performance factors.
- m) “RF” means Radio frequency, which is a rate of oscillation in the range of about 3 kHz to 300 GHz, which corresponds to the frequency of radio waves, and the alternating currents which carry radio signals.
- n) “Safety” means the state of being "safe"
- o) “SAR” means Specific Absorption Rate, which is a measure of the rate of absorption of electromagnetic energy in body during exposure. A SAR value is a measure of the maximum energy absorbed by a unit of mass of exposed tissue of a person using a mobile phone, over a given time or more simply the power absorbed per unit mass. SAR values are usually expressed in units of watts per kilogram (W/kg) in either 1g or 10g of tissue.

p) “TAP-03” means Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipments-2014 (TAP-03)

2. Type Approval Procedure

The Authority is established with a view to managing and regularizing the telecommunications service and making it reliable and easily available to the public by *Telecommunication Act, 2053 (1997)*. In exercise of the powers conferred by Clause (f) of Section 13 and Section 14 of the Act, the Authority determines and/or approves the standard and quality standard of the plant and equipment relating to the telecommunications and the telecommunications service. All the concerned manufacturers/authorized agents/representatives requires to apply and get type approval for the radio telecommunication CPEs under the provisions of type approval procedure from the Authority prior to import and/or sale in Nepal.

Local representative in Nepal shall apply on behalf of the manufacturer to the Authority (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.

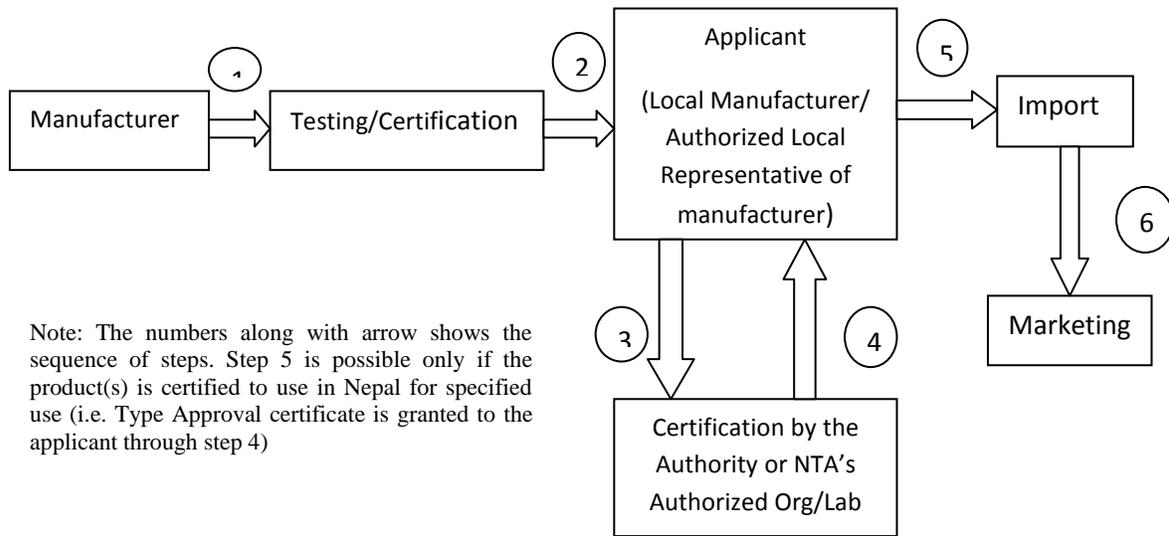


Figure 1. Type Approval Process

Only Type Approved equipments are allowed to be imported for those, which are specified, mentioned below in clause 7 under Equipments Identified for Type Approval. It is also noted that the Type Approval Certificate is not an import license and the separate Import/Usage license is required

to import/use the product as per rules of Government if applicable. The Authority or Authorized organization/lab can verify certifications anytime it wishes to.

The duly filled application form/s for type approval shall be submitted to the Authority. The application form (Annex – 1) for Radio Telecommunications CPEs is available in the Authority’s website “www.nta.gov.np”. A completed Type Approval application shall be submitted to the address mentioned 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. A copy of receipt voucher relating to the payment of application fee of nonrefundable NRs. 1,000.00 for new application for provisional Type Approval certificate.
- b. Functional Description with circuit Diagram or Block Diagram
- c. Product brochures including technical specifications.
- d. Operation/installation/user manual.
- e. Internal and external photographs of the equipment.
- f. Radio, SAR, Safety and EMC Test reports/Certification by the manufacturer or the authorized representative of the manufacturer *and/or* Type Approval Certificate issued by at least one of the international/national/territorial standard bodies
- g. Declaration of Conformity (DoC) from the applicant in the format specified in Annex-4
- h. Local representative documents:
 - Copy of Certificate from Office of Company Registrar, Ministry of Industry, Government of Nepal or Department of Commerce and Supply Management, Government of Nepal and
 - Copy of 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
- j. Any other document(s) please specify: _____

The type approval application fee/late fee should be deposited to the Authority’s bank account as follows or in Account Section of the Authority.

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: NARBPNKA

The application will be evaluated to ensure compliance with the relevant requirements. Exact number of required documents depends on equipment type and additional documents may be asked 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 feels necessary to observe the sample on different relevant aspect. The cost of transportation and custom clearance shall be borne by the applicant.

The 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 will consider national frequency allocation, specifications/requirements recommended in this type approval working procedure and other relevant information within specified time for the decision regarding the granting of Type Approval Certificate. Initially, when Type Approval is granted, it will be valid for provisional 6-months period.

The application for the permanent periodic type approval certificate has to be submitted by the applicant to the Authority at least 15 (fifteen) days before the date of expiry of the provisional certificate for the extension with non-refundable renewal fee of NRs. 1000.00. Otherwise late fee of NRs. 2000.00 is applicable to be deposited in the aforementioned Bank Account or Account Section of the Authority by the applicant. The application should include report of Customer Care Center/s of local agent /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 3. The Permanent Periodic Type Approval certificate (valid for a period of 5 years effective from the date of expiry of the provisional Type Approval Certificate) 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) 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. The Authorized officer reserves the rights both to decide on certification extension and order applicant to stop further operation of equipment(s). If such application for the permanent periodic type approval certificate is submitted after 15 days from the date of expiry of the Provisional Type Approval certificate for a product, the provisional Type Approval certification will be extended for additional six months duration with the terms and conditions similar to the earlier provisional Type approval Certificate. In such case, after the completion of the period of 6 months the permanent periodic type approval certificate can be granted if applicant applies for the same as stated earlier along with the specified documents.

The applicant has to apply for renewal of the permanent periodic type approval certificate at least 3 months prior to the date of expiry of the Permanent Periodic Type Approval Certificate along with the details of the product in the format specified in the Annex-3 and has to pay the non-refundable renewal fee of NRs 1000.00 to the Authority for such renewal. Then, the Permanent Periodic Type Approval Certificate will be extended to additional 5 years effective from the date of the expiry of the previous Permanent Periodic Type Approval Certificate if deemed appropriate by the Authorized Officer. If such renewal application for the permanent periodic type approval certificate is submitted not earlier than 3 months from the date of expiry of the Permanent Periodic Type Approval certificate

for the product, the additional non-refundable NRs of 2000.00 shall be paid to the Authority as a late fee.

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 the Authorized Officer), the Type Approval certificate may be withdrawn or cancelled at any time within the 6 months or 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. In case of wrong information provided by applicant during submission of application has been found, the Type Approval certificate will be withdrawn or cancelled at any time within the 6 months or 5-year period.

3. 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 Brand Name or an authorized company responsible for importing.
- Equipment Type or model
- Other markings expressing the Quality as decided by Authority

4. Technical Specifications of the Equipment

Each and every mobile handset shall meet at least the following specification in order to import and/or sale in Nepal and these parameters are one of the mandatory requirement to be met by the equipment

- a. Specific Absorption Rate: The handset shall have the SAR standard of maximum 2 W/Kg, averaged over 10 gm of tissue
- b. Receiver Sensitivity: -102 dBm
- c. Maximum EIRP: 33 dBm or 2W
- d. Battery Parameters:
 - Nominal Voltage: 3.7 V
 - Maximum Charge Voltage: 4.2 V
 - Minimum Charging Capacity: 850 mAh

5. 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.

6. Terms and Conditions for granting approval

If the applicant meets the relevant requirements, a certificate will be issued that permits 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 maintain record of all IMEI/ESN number of the products and provide the same to the Authority anytime as and when required. For other CPEs the person/company responsible for importing the devices should maintain record of all the unique Identifier/serial number of them and provide the same to the Authority as and when required. Furthermore applicant will be subjected to the following terms and conditions:

- i. This is not an import license. The Separate Import/Usage license is required to import/use this product as per rules and regulation of Government of Nepal if applicable.
- ii. The applicant shall conform to the rules applied by the GON/MOIC/the Authority for Type Approval.
- iii. 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 manufacturer 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 the Authority of any desired modifications to the authorized equipment before importing to obtain Authority approval.
 - d. Conform to any additional directions issued by the Authority until the procedure and standard specifications associated with the new Type Approval Regime are in effect.
 - e. Record of all the equipment imported including the unique ID needs to be maintained and submitted to the Authority as and when required.

7. Equipments Identified for Type Approval

The Authority 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) GMPCS
 - iv) 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, Frequency bands: 2.4 GHz, 5.1 GHz and 5.8 GHz

8. Certificate of Type Approval

The Type Approval Certificate of a product/equipment/device will be issued in the format shown in Annex– 2.

9. Amendment in Certification

The type approval certificate issued from the authority can be amended and granted to the applicant/certificate holder in consideration of the following:

- a) Upon the written request of applicant/certificate holder with rational and logic for the amendment without changing the major requirement/specification of the product.
- b) In case a type approval certificate deems it necessary to make any amendment to any matter set forth in the type approval certificate obtained by him, such applicant/certificate holder shall submit an application to the Authority stating the reasons thereof.
- c) If the reasons for the amendment to the type approval certificate mentioned in the application submitted pursuant to sub-clause (a) are found reasonable and appropriate, the authorized officer shall amend the type approval certificate within 15 days of the receipt of such application and if it does not seem necessary to amend the type approval certificate, a notification to that effect with reasons shall be given to the applicant.
- d) In case the Authority deems it necessary to make any amendment mentioned in any type approval certificate the Authority may give notice to that effect to the concerned applicant/certificate holder stating the reasons thereof.
- e) On the receipt of the notice pursuant to sub-clause (c), if the type approval certificate deems no such amendment is required to his/her type approval certificate, such applicant/certificate holder may submit an application to that effect to the Authority stating the reasons thereof within 7 days of the receipt of such notice.
- f) Upon the receipt of an application pursuant to sub-clause (d) or upon the expiry of that time limit, the Authority shall decide whether to make or not to make amendment to the type approval certificate and notify the applicant/certificate holder thereof.

10. Sample Equipment Import Authorization

Maximum two units of equipment/product for a model may be imported after getting sample equipment import authorization from the Authority for testing purpose. Such samples shall not be sold in the market. The Applicant shall apply with following document in the Authority in order to get sample equipment import authorization.

- a. Request letter with commitment not to sell in the market
- b. Invoice
- c. Local representative documents
 - Copy of Certificate from Office of Company Registrar, Ministry of Industry, Government of Nepal or Department of Commerce and Supply Management, Government of Nepal and
 - Copy of Permanent Account Number Certificate from Inland Revenue Department, Ministry of Finance, Government of Nepal)

The Authorized officer has the right to issue the necessary recommendation to release the sample equipment from the custom of GoN for testing purpose.

11. Monitoring & Enforcement

The Authority can inspect and monitor the market of Customer Premises Equipments (CPEs) related to telecommunications mandated for type approval from time to time.

12. Power of Decision Making

The authorized officer has the power to take decision to issue the Type Approval Certificate prescribed in the format as mentioned in section 8 of this working procedure.

13. Power to Remove Difficulties

If any difficulty arises in the implementation of this working procedure, the authorized officer may take necessary decision to remove such difficulties without any inconsistency with the provisions of this procedure.

14. Miscellaneous

- a. If there is request to the Authority to import and/or sale of already type approved equipments, the authorized officer may issue necessary recommendation to the Custom of GoN stating that the said equipment/product is already type approved from the Authority. It is mandatory to follow the Terms and Conditions of TAP-03 by such applicant. The applicant shall have to submit the following documents to the Authority in such case.
 - Request Letter
 - Invoice
 - Declaration of Conformity (DoC) from the applicant as per Annex-4
 - Product brochures including technical specifications.
 - Operation/installation/user manual.
 - Local representative documents
 - Copy of Certificate from Office of Company Registrar, Ministry of Industry, Government of Nepal or Department of Commerce and Supply Management, Government of Nepal and
 - Copy of Permanent Account Number Certificate from Inland Revenue Department, Ministry of Finance, Government of Nepal)
- b. If the validity of a type approval certificate granted to an applicant is expired and no request for the extension of the same is submitted to the Authority, and if there is request from another applicant to issue the type approval certificate along with the submission of specified necessary documents, the authorized officer has the right to issue another type approval certificate of the equipment in line with TAP-03 with the certificate number of previously issued certificate adding “#” at the end to the applicant.
- c. If an eligible applicant request to the Authority along with the all the documents and formalities specified in this Working Procedure (TAP-03) for a Type Approval Certificate for a product and the Type Approval Certificate has already been issued from the Authority

for the same product, copy of the previously issued certificate might be provided to the next applicant(s).

15.Repeal and Safeguard

Type Approval Procedure (TAP-02) approved by the Authority on 2069|01|31 B.S. (2012|05|13 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: Format of 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:

1. Please submit application form to the above address together with the applicable fee.
2. Request for type approval without the submission of complete documents and information will not be accepted.
3. The application needs to be filled by authorized local agent/representative of the manufacturer
4. 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. Company Registration No: _____ PAN: _____
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 and Address of the Manufacturer: _____

2. Name of Contact Person: _____
3. Tel. No: _____ Fax No.: _____
4. E-mail Address: _____
5. Brand Name: _____ Model No: _____
6. Trade Name (If any): _____
7. RF channel Spacing: _____
8. Type of Modulation: _____
9. RF Output Impedance: _____ ohms
10. [Software/Firmware] Version: _____

11. Year of Manufacture: _____
12. Operating Frequency Range and Power levels (For multiband device provide detail for all bands)
- 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
13. In case of Mobile Handset:
- Maximum SAR value (averaged over 10 gm of tissue): _____
 - Minimum Receiver Sensitivity (in dBm): _____
 - Battery Parameters:
 - Nominal Voltage: _____
 - Maximum Charge Voltage: _____
 - Minimum Charging Capacity: _____
14. The purpose(s) for using radio communication equipment: _____
-

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

If Yes:

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

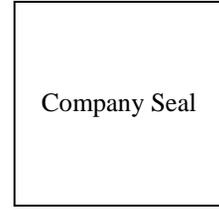
PART D: DOCUMENTATION

- A copy of receipt voucher relating to the payment of application fee of nonrefundable NRs. 1,000.00 for new application for provisional Type Approval certificate.
- Functional Description with circuit Diagram or Block Diagram
- Product brochures including technical specifications.
- Operation/installation/user manual.
- Internal and external photographs of the equipment.
- Radio, SAR, Safety and EMC Test reports/Certification by the manufacturer or the authorized representative of the manufacturer *and/or* Type Approval Certificate issued by at least one of the international bodies or at least one of national /territorial Authority bodies
- Declaration of Conformity (DoC) from the applicant as per Annex-4
- Local representative documents:
 - Copies of Certificate from Office of Company Registrar, Ministry of Industry, Government of Nepal or Department of Commerce and Supply Management, Government of Nepal and
 - Permanent 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: _____



Annex-2: Format of Type Approval Certificate

Date:

Ref. No. Eng.

Type Approval Certificate

Certificate No.:

This certificate is valid fromto

Name and address of the Applicant:

PAN 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:

1. This Type Approval Certificate is granted to you pursuant to Section 13(f) of the Telecommunication Act, 2053(1997) based on the application submitted to NTA, under the following Specifications:

Equipment Description:-

Brand Name:

Model No:

Frequency Range:

RF Output Power (Max. EIRP):

Purpose of use:

2. Device specific terms and conditions (if applicable):

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.

.....

.....

Signature:

Signature:

Name:

Name:

Assistant Director

Deputy Director

(Type Approval)

(Numbering and Standardization)

Terms and Conditions for Type Approval:

Annex-3: Format of 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: _____ Brand: _____ Model No.: _____

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

Complain Details:

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

DECLARATION

- [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.
- [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: _____



Annex-4: Format of Declaration of Conformity from the Applicant

(Letter Head of Applicant)

Declaration of Conformity

[I/We], [Name and address of company] declare under our sole responsibility, that the product of Brand [Brand Name] Model [Model No.] fully complies with the widely accepted standards and specifications of Radio, EMC, SAR and safety.

[I/We] will provide warranty of at least One Year to above mentioned product. I/We will also facilitate after sales services from [my/our] fully equipped customer care/maintenance center located in
.....

Under normal circumstances, the problem/complaint received for the purpose of maintenance will be solved to the customer within days from the date of receipt.

Upon granting the Authorization of Import, [I/ we] fully commit to abide by the NTA Terms and Conditions.

.....

[Name]

[Designation]

Date: [.....]

