

Related with NTA Decision No 3327 dated 2073.3.21

Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipment-2016 (TAP-04)



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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) and its amendments, if any .
- b) “Authority” or “NTA” means Nepal Telecommunications Authority
- c) “Authorized officer” means an officer appointed by the Authority.
- d) “CPEs” means the Customer Premises Equipment
- e) “EIRP” means equivalent isotropically 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 the 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-04” means Type Approval Working Procedure for Customer Premises Radio Telecommunication Equipments-2016 (TAP-04) and its amendments, if any

2. Type Approval Procedure

As per the provision of 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. prior to import and/or sale of any types of radio telecommunication CPEs in Nepal., the concerned manufacturers/authorized agents/representatives have to get type approval certificate under the provision of type approval procedure defined by the Authority

Local representative in Nepal shall apply on behalf of the manufacturer requesting Type Approval on its products (*in future, it can also contact authorized organization/laboratory if any*). A manufacturer can directly apply to the Authority for Type Approval if it is a Nepali Company.

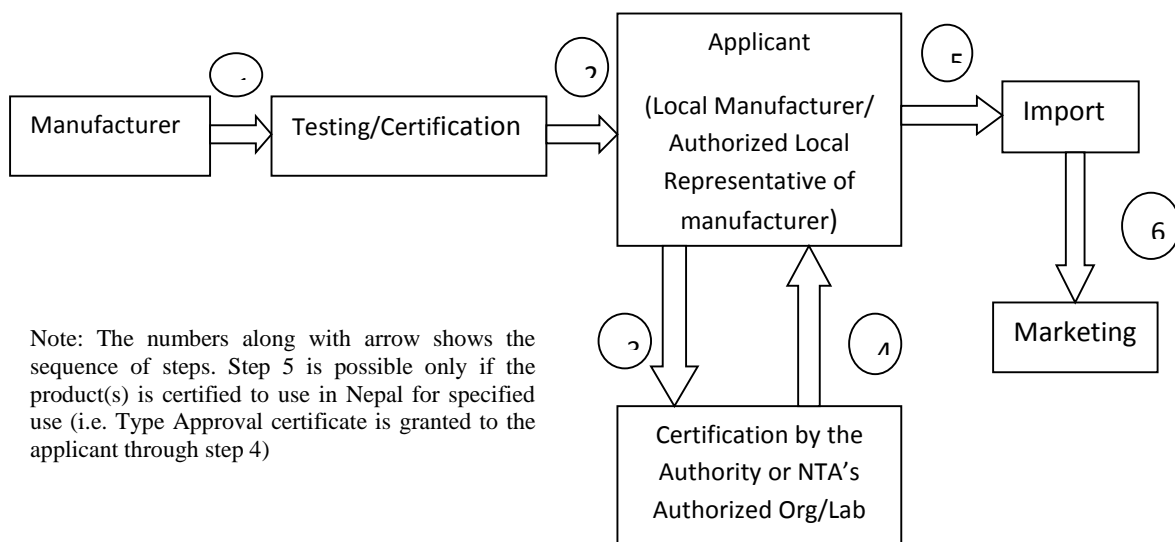


Figure 1 Type Approval Process

Only Type Approved equipments are allowed to be imported for those, which are specified, mentioned below in section 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 may be required to import/use the product as per rules of GON, wherever applicable. The Authority or a person/s designated by the Authority shall have the right to verify certifications anytime.

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

A complete Type Approval application form along with the following documents shall be submitted to the Authority for Type Approval Certificate

- a. Nonrefundable application Fee of NRs. 1,000.00 (Nepalese Rupees One Thousand only) 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/brand owner or the authorized representative of the manufacturer or Standard Testing/Certification Body *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 Company Registration certificate
 - Copy of Permanent Account Number (PAN) Certificate
- i. Letter of authorization (Power of Attorney) from the manufacturer/brand owner
- j. Any other document(s) please specify: _____

The type approval application fee/late fee shall be deposited on the Authority’s bank account as follows or in an 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: NARBNPKA

Apart from the documents mentioned above, an applicant shall submit any additional information/document required by the Authority.

Sample of equipment(s) shall be submitted by the applicant if the Authority feels necessary to observe the sample on different relevant aspect and the he cost associated with this shall be borne by an 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 an applicant will be notified. Initially the Type Approval certificate valid for provisional 6-months period shall be granted.

At least 15 (fifteen) days prior to the date of expiry of the provisional certificate an application for the permanent periodic type approval certificate has to be submitted including the renewal fee of NRs. 1000.00. Late fee of NRs. 2000.00 is applicable for those who do not apply for permanent periodic type approval certificate on time mentioned above.

The application shall consist the document specified in Annex 3 including the 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.

The Permanent Periodic Type Approval certificate (valid for a period of 5 years) shall be granted, if QoS, consumer safety , interference-free operations, national security concerns, after sales services and any other applicable criteria (deemed necessary) are satisfactory.

Otherwise, either the provisional certification will be extended to additional six-months or the products will be considered to disqualify for use. NTA reserves the rights to decide on certification extension and/or order applicant to stop further operation of equipment(s).

If an application for the permanent periodic type approval certificate is submitted 15 days after the date of expiry of the Provisional Type Approval certificate the provisional Type Approval certification will be extended for additional six months with same terms and conditions.

For the renewal of permanent periodic type approval certificate, an application must be submitted at least 30 days prior to the date of expiry along with the details of the product in the format specified in the Annex-3 and renewal fee of NRs 1000.00 has to be paid to the Authority for such renewal. In that case the Permanent Periodic Type Approval Certificate will be extended to additional 5 years. If such renewal application for the permanent periodic type approval certificate is submitted not at least 30

days prior to the date of expiry, an additional non-refundable fee of NRs 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 NTA), the Type Approval certificate may be revoked or cancelled at any time. The withdrawal or cancellation of a Type Approval may not affect the right to use the equipment which are already in use, unless the Authority issues the directives in this regard.

3. Labeling Requirement

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

- Name of manufacturer and/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 model of 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. Min. Receiver Sensitivity: -102 dBm
- c. Maximum EIRP: Maximum EIRP: 33+/-2 dBm
- d. Minimum Charging Capacity of Battery:
 - 600 mAh (for Bar Phone i.e. Normal Keypad phone)
 - 1000 mAh (for Smart Phone)

5. Requirement of New Type Approved Certificate

If the type approved equipment is modified and, as a result of modifications it 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 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 and provide the same to the Authority as and when required.

Furthermore certification shall be subjected to the following terms and conditions:

- i. This is not an import license. The Separate Import/Usage license maybe required to import/use the product as per rules and regulation of GoN.
- ii. The applicant shall conform to the rules applied by the MOIC/NTA for Type Approval.
- iii. The applicant shall also commit to conform to the following:
 - a. Responsible 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 its device.
 - b. Responsible to discontinue import and sale, and replace all the equipment already in the market, in case of defects in the equipment resulting unacceptable performance.
 - c. Take prior approval of the Authority of any desired modifications to the authorized equipment before import of such equipments.
 - d. Conform to any additional directions issued by the Authority
 - e. Maintain the record of all the equipment including the unique ID submit to the Authority as and when required.

7. Equipments Identified for Type Approval

The Authority type Approves for following Radio Telecommunications Customer Premises 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. Sample Equipment Import Authorization

The importer/applicant may import few numbers of a product of a model for testing purpose after getting sample equipment import authorization from the Authority. Such samples shall not be sold in the market. In order to get sample equipment import authorization, the applicant shall apply with following documents:

- a. Request letter with the commitment of testing purpose (not to sell)
- b. Invoice
- c. Local representative documents
 - Copy of Company Registration Certificated
 - Copy of Permanent Account Number (PAN) Certificate

The Authority may issue the necessary recommendation to release the sample equipment from the custom for testing purpose.

10. Monitoring & Enforcement

The Authority can inspect and monitor the market of Radio Telecommunication Customer Premises Equipments (CPEs) from time to time.

11. Decision Making

The Authority 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.

12. Power to Remove Difficulties

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

13. Miscellaneous

- a. If there is request to the Authority to import and/or sale of already type approved equipments, the Authority may issue necessary recommendation to the Custom stating that the said equipments is already type approved from the Authority. The applicant shall 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 Company Registration Certificate
 - Copy of Permanent Account Number (PAN) Certificate

- 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 necessary documents, the authorized officer may issue another type approval certificate of the equipment in line with TAP-04 with the certificate number of previously issued certificate adding “#” at the end.

- c. If an eligible applicant requests the Authority along with the all the required documents specified in this Working Procedure (TAP-04) 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). Such certificate holder shall also have obligations to meet all the associated terms and conditions in connection with the import/sale/use.

14. Repeal and Safeguard

This Type Approval Working Procedure for Customer Premises Radio Telecommunications Equipment (TAP-04) is effective from the date of Approval from the Authority. Type Approval Procedure (TAP-03) approved by the Authority on 2071|03|29 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

Application for Type Approval of Radio Telecommunications Equipment

Instructions:

1. Please submit application form to the Nepal telecommunications Authority together with the applicable fee.
2. Request for type approval without the submission of required documents shall not be accepted.
3. The application needs to be submitted by authorized local agent/representative of the manufacturer/brand owner
4. The application needs to be duly signed and stamped by authorized personnel/organization.

PART A: PARTICULARS of the 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 _____

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 : _____
 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)
 - a. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 - b. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 - c. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 - d. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 - e. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 - f. Transmit: _____ MHz to _____ MHz; Receive: _____ MHz to _____ MHz; Max EIRP: _____ dBm
 13. In case of Mobile Handset:
 - a. Maximum SAR value in W/Kg (averaged over 10 gm of tissue):
 - b. Minimum Receiver Sensitivity (in dBm):
 - c. Minimum Charging Capacity of Battery (in mAh):
 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

1. Application fee of nonrefundable NRs. 1,000.00 for new application.
2. Functional Description with circuit Diagram or Block Diagram
3. Product brochures including technical specifications.
4. Operation/installation/user manual.

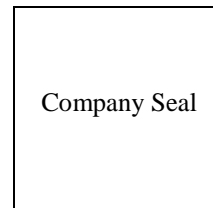
5. Internal and external photographs of the equipment.
6. Radio, SAR, Safety and EMC Test reports/Certification by the manufacturer/brand owner or the authorized representative of the manufacturer/brand owner or Standard Testing/Certification Body *and/or* Type Approval Certificate issued by at least one of the international bodies or at least one of national /territorial Authority bodies
7. Declaration of Conformity (DoC) from the applicant as per Annex-4
8. Local representative documents:
 - Copy of Company Registration Certificate from the concerned Authority
 - Copy of Permanent Account Number (PAN) Certificate
9. Letter of authorization (Power of Attorney) from the manufacturer/brand owner to the local representative
10. Any other document(s) please specify: _____

Note: the applicant can submit the aforementioned document identified in this part D S.no. 2,3,4 and 6 in softcopy version

PART E: DECLARATION OF APPLICANT

1. Upon granting the Type Approval Certificate, [I/ we] fully commit to abide by the Terms and Conditions for Type Approval.
2. [I/we] hereby declare that the information and documents submitted by [me/us] in this application form are 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:

PAN :

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 documents submitted , 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 hereby 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:

Name:

.....

Signature:

Name:

Assistant Director

Deputy Director

Terms and Conditions for Type Approval:

Annex-3: Format of Log Book Related to Customer Care/ Maintenance Center

Company/ Local Representative Name: _____

Address: _____

Company Registration No: _____ PAN: _____

Tel. No: _____ Fax No.: _____

E-mail : _____ 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

1. [I/we] hereby declare that the information submitted 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: _____



Annex-4: Format 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 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 Terms and Conditions set by the Authority

.....

[Name]

[Designation]

Date: [.....]

