



CPC-2-6-06
Issue 1
December 1,

1992

Spectrum Management

Client Procedures Circular

Guidelines for the Submission of Mobile Earth Station Applications

Client Procedures Circulars describe the various procedures or processes to be followed by the public when dealing with Industry Canada. The information contained in these circulars is subject to change without notice. It is therefore suggested that interested persons consult the nearest district office of Industry Canada for additional details. While every reasonable effort has been made to ensure accuracy, no warranty is expressed or implied. As well, these circulars have no status in law. Additional copies of this or other circulars in the series are available from any office of the Department.

Comments and suggestions may be directed to the following address:

Industry Canada
Radio Regulatory Branch
300 Slater Street
Ottawa, Ontario
K1A 0C8

Attention: DOSP

Principle

To simplify the licensing process for the end user, the focus of licensing mobile earth stations has shifted from the individual end user to the service provider. The service provider will be able to conclude agreements and get customers on the air faster, especially if the service provider has already obtained licences for the type of station.

Mandate

Section 4 of the *Radiocommunication Act* prohibits the installation, operation or possession of a radio apparatus except where a radio authorization has been issued for the apparatus, or it has been specifically exempted.

Policy

Until recently, most satellite earth station applications were for relatively large stations operating from fixed locations. Applications were submitted and processed according to Radio Standards Procedure 114, a process which involved significant delay, especially if coordination with terrestrial systems was required. With the emergence of smaller earth stations working from mobiles or portables, a different approach has been sought to enable a rapid and simplified licensing process, thereby ensuring quick delivery of licensing services.

The licensing approach developed to serve mobile earth station users was published in the *Canada Gazette* on July 20, 1991. The key points in the Gazette notice are as follows:

- a) mobile earth stations will be licensed according to the *General Radio Regulations* as regular terrestrial mobile stations; and
- b) licensees have the freedom to balance the number of licences held with the number of mobiles in operation.

These new licensing procedures are expected to remain in effect until longer-term trends for this industry are more firmly established. The mechanics of applying for mobile earth station licences using these new procedures is described below.

Procedures

The procedures for the end user are simple; one only needs to secure service from the appropriate service provider. At the time of the sale of the mobile equipment, arrangements will be made to obtain service from a service provider of mobile satellite services. It is then the service provider's responsibility to apply to the Department for a licence under these procedures.

Before the service contract with the user is concluded, the service provider must possess a valid licence for that unit. Therefore, service providers are required to:

- 1) ensure that the mobile equipment is certified or type-approved according to Radio Standards Procedure 100;
- 2) submit an application Form 16-21 to the Department. Each type or model of equipment should have a separate application; however, licence requests for identical pieces of equipment need only one application;
- 3) submit the licence fees to the Department; and
- 4) provide reports to the Department, when requested, on the number of mobile units relative to the licences held.

The Department will review, on a case-by-case basis, those applications which do not comply with these procedures.

Licence Fees

The licence fees which will be assessed by the Department are referenced in the *General Radio Regulations, Part 1*, section 4.9(6). The actual fee amounts to use are found under item 6, "Other Mobile Stations" of Schedule II-E, III-E, and IV of the Regulations.

Further Information

Further information and application forms are available from any district, regional, or Headquarters office of Industry Canada. A list of addresses and telephone numbers is given in Radiocommunication Information Circular 66 (RIC-66).