



National Information and Communications Technology Authority

Form RDL100

Application Form for RADIO DEALERS LICENCE

SECTION 1. GENERAL DETAILS OF APPLICANT

1. Applicant Name or Contact Name:

First Name..... Last Name.....

2. Contact Details:

Telephone Mobile.....

Facimile..... Email.....

3. Mailing Address:

.....
.....

4. Business/ Organizational Name:

.....

5. Business Registration No.

(Please attached IPA certificate as proof)

6. Date of Incorporation.....

7. Type of Business/Organization: (Please appropriate box)

Government, Company, Individual, NGO, Others

SECTION 2. PURPOSE OF APPLICATION

2.1 New Licence Application *(go to sections 3, 4, 5, 6 & 7)*

2.2 Renewal of existing Licence Application *(go to sections 5, 6 & 7)*

2.3 Amendment of Licence details *(complete relevant sections then go to section 5, 6 & 7)*

SECTION 3. TYPE OF RADIO DEALER'S LICENCE

3.1 Please select the appropriate Radio Dealers Licence you intend to apply for.

- Full Radio Dealers Licence
- Limited Radio Dealers Licence

3.2 Location of establishment in which apparatus will be constructed, repaired, offered for sale or hired out.

- a) Section..... b) Allotment..... c) Street.....
- d) Town..... e) District.....
- f) Province.....

3.3 Do you wish to establish radio communications business in other parts of PNG?

- Yes, No,

If yes, then a separate Radio Dealers Licence is required for each establishment in each Province but this is subject to NICTA's determination.

SECTION 4. EQUIPMENT AND SERVICE DETAILS

4.1 Please appropriate box indicating the type of service your company intends to deal in.

- To construct, repair, sell or hire out Radiocommunications Apparatus/Equipment.
- To commercialize Radiocommunications Apparatus/Equipment only.
- To engage in sale of Radiocommunications Apparatus/Equipment and Spare Parts.

4.2 Please appropriate box(es) indicating types of Radiocommunications Apparatus/Equipment your company intends to deal in.

- | | |
|--|---|
| <input type="checkbox"/> VHF Aeronautical / Maritime Radios | <input type="checkbox"/> Cordless Telephones |
| <input type="checkbox"/> VHF / UHF Private Land Mobile Radios | <input type="checkbox"/> GSM / UMTS / CDMA Base Station |
| <input type="checkbox"/> Wireless Access System Equipment | <input type="checkbox"/> Fixed Radio Relay Link Equipment |
| <input type="checkbox"/> Satellite Distress Beacons | <input type="checkbox"/> VSAT / Earth Station Equipment |
| <input type="checkbox"/> MF/HF SSB Land Mobile Radios | <input type="checkbox"/> Low Power Devices not covered by the above |
| <input type="checkbox"/> HF / UHF Citizen Band Radios | |
| <input type="checkbox"/> Other Maritime / Aeronautical equipment (please specify)..... | |
| | |
| <input type="checkbox"/> Other equipment (please specify)..... | |
| | |

4.3 Please appropriate box(es) indicating types of Telecommunications Equipment your company intends to deal in. (Note: some telecom equipment are radiocommunications equipment)

- | | |
|---|---|
| <input type="checkbox"/> PABX machines | <input type="checkbox"/> IP-Based/ VoIP Equipment |
| <input type="checkbox"/> Corded Telephones | <input type="checkbox"/> Mobile Switching Centre Equipment |
| <input type="checkbox"/> Free Space Optics Equipment | <input type="checkbox"/> GSM / UMTS /CDMA Base Station Controller |
| <input type="checkbox"/> Mobile Phones - Specify if: | <input type="checkbox"/> VSAT / Earth Station Equipment |
| (<input type="checkbox"/> GSM 900, <input type="checkbox"/> GSM 900/1800, <input type="checkbox"/> 3G, <input type="checkbox"/> Others) | |
| <input type="checkbox"/> Other equipment (please specify)..... | |
| | |

4.4 For applicants wishing to deal in mobile phones (For limited Radio Dealer only)

4.4.1 AN Applicant is required to provide a letter from the mobile phone Manufacturer/Authorised Distributor confirming accreditation with the local Distributor/Reseller of mobile phones of that particular make/brand in PNG.

4.4.2 Please show evidence that the Authorized Distributor is duly authorized to sell mobile phones of that particular make/brand.

4.4.3 All of the above documents should be duly dated and signed by issuer of letter/certificate.

4.5 SERVICE & REPAIRS (For Full Radio Dealer Licence only)

4.5.1 Please indicate who will service & repair the equipment:

- The Applicant.
- An Authorized Agent or Manufacturer. (*Dealer sends faulty equipment on behalf of the customer to the agent/manufacturer for repair under customer's expense.*)

4.5.2 Where the applicant intends to service & repair radiocommunications & telecommunications equipment, the following information must be provided below.

a) Technical Qualification of service & repair personnel (*Please provide certificate as proof*).

.....
.....

b) The minimum test equipment acceptable by NICTA is listed below. Please mark the test equipment which you have in your work place. Make a separate list if you have other test equipment not listed below.

- | | |
|--|---|
| <input type="checkbox"/> Spectrum Analyzer | <input type="checkbox"/> Audio Oscillator and Analyzer |
| <input type="checkbox"/> Frequency Counter | <input type="checkbox"/> Frequency Modulation Meter |
| <input type="checkbox"/> Dummy Load | <input type="checkbox"/> Radio Communications Analyzer/test set |
| <input type="checkbox"/> RF Power Meter | <input type="checkbox"/> Others (please specify) |
| <input type="checkbox"/> Multi-Meter | |

General list of minimum required test equipment is provided in the Radio Dealers Guideline.

c) Are the test equipment fully calibrated and operational?

- Yes
- No

d) Comments.....

.....

SECTION 5. FEE PAYMENT

Processing Fee: K Date paid:
Licence Renewal Fee: K Date paid:
Licence Amendment Fee: K Date paid:

SECTION 6. DECLARATION

I/We hereby declare that the information and particulars given by me/us in this form and in the documents submitted are to best of my knowledge true, correct and complete. I/We understand that any untrue, incorrect and/or incomplete information in this form and the documents submitted may lead to rejection of the application.

Company Stamp

Applicants Signature.....
Signatory's Full Name:
.....
Position Held.....
Date.....

SECTION 7. MAILING ADDRESS

Please send your application:

- a) by email to....typeapprovals@nicta.gov.pg or;
- b) by post to.... **The Executive Director
Licensing and Enforcement Department
P.O. Box 8227
BOROKO, National Capital District.
Papua New Guinea**
- C) or by hand delivery to the **NICTA Head Office, Frangipani Street, Hohola,
Pt. Moresby.**

SECTION 8. FOR OFFICE USE ONLY

Purpose of the Application: New Licence Renew Licence Amend Licence

Documents Submitted:

- Technical Qualification Certificate(s): Yes No
- Letter from Mobile Phone authorized Dealer/Manufacturer: Yes No
- IPA Certificate : Yes No

Minimum Test Equipment Requirement: Acceptable Not Acceptable

Fees paid? Yes No Date of payment:

Special Comments:
.....
.....

Name:Signature:

Position: Date of Approval: