

Ministry of Communications  
Department of Telecommunications  
(Wireless Planning & Co-ordination Wing)  
Sanchar Bhawan, Ashoka Road, New Delhi 110001

File No. Project/ASMS/02/2019(Part-I) Dated- 27/07/2020

**Office Memorandum**

**Sub: Launching of various WPC License Modules on Saral Sanchar Portal of DoT-reg**

I am directed to state that in view of the Government's policy on ease of doing business and making the licensing process transparent, it has been decided that all the licenses which are being issued by DOT, including the various licenses issued from WPC Wing, shall be issued through the online system on Saral Sanchar portal developed by ITPC, BSNL, Pune.

2. Initially, under phase I, the following licenses of WPC Wing shall be issued through "Saral Sanchar Portal"-

- (i) Standing Advisory Committee on Frequency Allocation (SACFA)
- (ii) Fixed/Land Mobile-HF/VHF/UHF (Below 806MHz)
- (iii) Fixed/Land Mobile-HF/VHF/UHF (Above 806MHz)
- (iii) Terrestrial Broadcast (FM/Community Radio Station/SW/MW/LPT/HPT/DTT)
- (iv) Radar/AIS/Beacon License etc.- Below 806MHz
- (v) Radar- Above 806 MHz
- (vi) Captive Trunking- Below 806 MHz
- (vii) Captive Trunking- Above 806 MHz
- (ix) HAM module.
- (x) Satellite Licenses-Broadcast Network, Telecom Network, Mobile Satellite Service(MSS), TV Channel endorsement/de-endorsement
- (xi) Microwave Links [Microwave Access (MWA) and Microwave Backbone (MWB)] for Access Service Providers;
- (xii) Links for Internet Service Providers (ISP) [FDD & TDD]
- (xiii) DPL & NDPL

3. The remaining license modules of WPC Wing are still under developing stage at ITPC, BSNL, Pune and will be ready shortly.
4. All the concerned Wing Heads/Section Heads vide letter of even no. dated 05/3/2020 had already been requested to make arrangements for the Software, Hardware & DSC for smooth implementation of "Saral Sanchar" for online issuance of all licenses.
5. Clearance to host the modules listed in Para 2 above, on Saral Sanchar Portal has already been accorded by Competent Authority.
6. In view of the above, it is requested that all the licenses mentioned in the para-2 should be issued through the online portal "Saral Sanchar" only. However, in view of the fact that initially, the wireless users may require some time for getting familiarised with the "Saral Sanchar" portal therefore offline applications shall also be accepted upto 31/07/2020 only. Thereafter, all the applications shall be accepted through Saral Sanchar portal only.
6. The standard instructions regarding implementation of WPC Module on Saral Sanchar are enclosed as Annexure-A.

N. Bharti  
27/07/20  
(Narendra Bharti)  
Sr DWA (ASMS)  
WPC Wing

To,

1. JWA RLO Delhi, Mumbai, Chennai, Kolkata
2. Director WMO
3. Sr DWA RLO Guwhati
4. All Sr DWA WPC Wing
5. Director(IT)-For uploading on DoT website

Copy to-

1. PPS to Member(T)-For kind information
2. PPS to Wireless Adviser-For kind information
3. PA to JWA WPC Wing New Delhi

## Annexure-A

- a. Applicants shall first register themselves on SaralSanchar portal <https://saralsanchar.gov.in>. The login credential shall be sent to the authorized person's contact e-mail through which the applicant may log in to the application on the portal.
- b. The Applicant needs to fill the form with due care and avoid any errors. The applicant shall ensure that all documents to be uploaded in the portal are digitally signed with a Digital Signature Certificate of Class 2 or above Category and in PDF format only. The uploaded photograph (in case of HAM license) should be uploaded in the designated format & DPI.
- c. The application submitted finally on Saral Sanchar portal would be scrutinized by WPC.
- d. Processing fees shall be paid separately through BharatKosh portal (<https://bharatkosh.gov.in>) and payment receipt details (GAR-7 only) shall be uploaded during filing the application.
- e. Upon scrutiny, necessary instructions on i.e. Licence/Royalty Fee Payment, Correction & re-uploading of documents etc would be conveyed to the Applicant through email/SMS alerts. This can also be monitored/downloaded by applicants via Dashboard
- f. The Applicant can track the status of the application through the portal by the login.
- g. An Applicant may communicate with respective WPC Nodal anytime through Portal and also submit additional document required if any and may also raise a helpdesk request through Portal.
- h. In the case of Government/State Government users, the request will be invited through the helpdesk only. Only one request is to be submitted by a user department. Multiple requests from the same department shall not be entertained.
- i. Upon Grant/Rejection of Clearance/Licenses, the same would be intimated to the applicant and Clearance/Licenses/Permit etc can be downloaded from the portal by logging into Dashboard.
- j. For renewal of previously issued Licenses, the requisite Renewal fee should be sent directly to concern HQ/RLOs from where the license was last issued/renewed.
- k. The Applicant can approach the concerned HQ/RLOs office directly in case of any help through the contact details available on the DoT website.
- l. Initially, the offline application will be accepted till 31/07/2020 and no submission of hard copy of SACFA & License shall be entertained thereafter. However, it is desirable to apply through the Saral Sanchar portal upon its implementation.