

Public Guide: Registration of Telecommunication Equipment, and Devices

Service Agency: Telecommunications Standard and Technology Bureau, Non-Ministry
Affiliated Agency

Rules, Procedures and Conditions (if any) of Application Submission and Permission Consideration

Conditions

Qualifications of the Applicant

1. Being a Thai nationality natural person; or
2. Being a Juristic Person established under Thai law.
- In the case where the Juristic Person established under Thai law or has a location in a foreign country, the applicant must be its representative who is a Thai person or a Thai Juristic Person.
3. In the case where the applicant is the manufacturer, importer or distributor of radiocommunication equipment or radiocommunication devices, the applicant must be the licensee relating to Radiocommunications Law.

Procedures of Application Submission

Submit the application (Form WorThor.02), together with supporting documentary evidence, with complete and valid details at Building 3, 1st Floor, Standard Certification Sub-Bureau, Telecommunications Standard and Technology Bureau, Office of the NBTC, No. 87, Phahon Yothin Alley 8 (Sai Lom) Road, Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400, on Monday to Friday (except holidays specified by Office of the NBTC) from 08.30 – 12.00 hrs., and 13.00-16.30 hrs.

Service Channel

Service Place (Remark: -) Standard Certification Sub-Bureau, Telecommunications Standard and Technology Bureau, Office of the NBTC No. 87, Phahon Yothin Alley 8 (Sai Lom) Road Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400 (Building 3, 1st Floor) Tel. : 0 2271 0151-60 Ext. 6335 Fax. : 0 2279 2273/Contact in person at the agency	Office Hours Monday to Friday (except specified official holidays) From 08:30 - 16:30 hrs. (have lunch break)
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Steps, Durations, and Responsible Section

Total Operating Duration : 3 Days

No.	Steps	Duration	Responsible Section
1)	Document Verification The officer verifies the correctness and completeness of documentation for primary consideration, and the Applicant pays the registration fee (in the case of correct and complete	1 Hour	Office of the National Broadcasting and Telecommunications Commission

No.	Steps	Duration	Responsible Section
	documents) (Remark: (Standard Certification Sub-Bureau, Telecommunications Standard and Technology Bureau, Office of the NBTC))		
2)	Consideration The officer considers the qualification in accordance with conditions prescribed in regulation for acceptance on standard inspection and certification of telecommunication equipment and devices, then records information, as well as prepares a summary of consideration result. (Remark: (If doubt, the officer shall notify the applicant to clarify with additional documents or evidence.))	2 Days	Office of the National Broadcasting and Telecommunications Commission
3)	Signing/Resolution of the Commission The officer proposes to the authorized signatory for signing in the registration document and a written notice of operating result. (Remark: -)	1 Day	Office of the National Broadcasting and Telecommunications Commission

List of Documents and Supporting Evidence

No.	Title of Document, Number and Additional Details (if any)	Document Issuing Government Sector Agency
1)	Juristic Person Registration Certificate: Original document: 0 Copy of original document: 1 Remark (or Copy of Commercial Registration or Copy of Identification Card as the case may be)	Department of Business Development
2)	Lawful Power of Attorney Original document: 0 Copy of original document: 1 Remark -	-
3)	Catalog and Technical Specifications of Telecommunication Equipment Original document: 0 Copy of original document: 1 Remark -	-
4)	Copy of Test Report according to the prescribed standard Original document: 0 Copy of original document: 1	-

No.	Title of Document, Number and Additional Details (if any)	Document Issuing Government Sector Agency
	Remark -	
5)	Copy of Accreditation Certificate of Laboratory Work System, and Scope of Accreditation Testing, based on the number of laboratories Original document: 0 Copy of original document: 1 Remark (In the case of laboratory unregistered in Laboratory Registration of Office of the NBTC)	-
6)	Declaration of Conformity (DoC) Form in accordance with Standard of Human Health Safety from Use of Telecommunication Equipment, and necessary documentary evidence Original document: 0 Copy of original document: 1 Remark (if submission is required in the standard)	-
7)	Photographs of Telecommunication Equipment, and devices Original document: 1 Copy of original document: 0 Remark -	-

Fee

No.	Detail of Fee	Fee (Baht / Percent)
1)	Registration Fee for Telecommunication Equipment, and devices (Remark: <i>excluding VAT</i>)	1,000 Baht

Channels of Complaint / Suggestion

No.	Channels of Complaint / Suggestion
1)	Complaint Center, Office of the NBTC, Call Center 1200 Press 2 (Remark: -)
2)	Office of the NBTC (No. 87, Phahon Yothin Road, Samsen Nai Sub-district, Phaya Thai District, Bangkok/Contact in person at the agency) (Remark: -)
3)	Center of Public Service, Office of the Permanent Secretary, Prime Minister Office (Remark: (No. 1, Phitsanulok Road, Dusit District, BKK 10300 / Hot Line 1111 / www.1111.go.th / PO Box 1111, No. 1 Phitsanulok Road, Dusit District, BKK 10300))
4)	Public Sector Corruption Complaint Center (Remark: (<i>Office of Public Sector Anti-Corruption Commission (Office of PACC)</i>) - 99 Village No. 4, Software Park Building, 2nd Floor, Chaeng Watthana Road, Khlong Kluea Sub-district, Pak Kret District, Nonthaburi Province 11120 - Hot Line 1206 / Tel. 0 2502 6670-80 Ext. 1900, 1904- 7 / Fax. 0 2502 6132

No.	Channels of Complaint / Suggestion
	<p data-bbox="297 233 1008 268">- www.pacc.go.th / www.facebook.com/PACC.GO.TH</p> <p data-bbox="297 306 1062 342">The Anti-Corruption Operation Center for Foreign Investor</p> <p data-bbox="297 342 1490 378">Tel : +66 92 668 0777 / Line : Fad.pacc / Facebook : The Anti-Corruption Operation Center /</p> <p data-bbox="297 378 703 413">Email : Fad.pacc@gmail.com))</p>

Form, Sample and Filling Guide

No.	Title of Form
1)	<p data-bbox="297 531 461 567">WorThor.02</p> <p data-bbox="297 567 451 602">(Remark: -)</p>