

Public Guide: Investigation of Technical Specifications of Radiocommunication Equipment and Devices

Service Agency: Broadcasting Engineering Standard Approval Bureau, Non-Ministry Affiliated Agency

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

Conditions

1. Qualification of the Applicant

1.1 Being a natural person who is licensed to manufacture/import Radiocommunication equipment.

1.2 Being a Juristic Person who is licensed to manufacture/import Radiocommunication equipment.

1.3 Being granted with License for trading Radiocommunication equipment (In the case of the dealer/distributor of Radiocommunication equipment)

2. The Radiocommunication equipment and devices must not be modified to be different from what specified in documents showing technical specifications of the manufacturer.

Procedure of the Application Submission

1. In the case of broadcasting Radiocommunication equipment and devices

In submission of the application together with Radiocommunication equipment and accessories at Broadcasting Technical Standard Investigation Sub-Bureau as the case may be, Broadcasting Engineering Standard Approval Bureau (RorSor.), Office of the NBTC, No. 1193, Exim Building, L Floor, Phahon Yothin 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 hrs. – 12.00 hrs. and 13.00-16.30 hrs.

2. In the case of telecommunication Radiocommunication equipment and devices)

The application shall be submitted together with transceiver and accessories at Building 3, 1st Floor, Laboratory Sub-Bureau, Telecommunications Standard and Technology Bureau (ThorThor.), 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.

Remark:

1. In the case where the applicant submits the application in person
 - 1.1 In the case where the application and documentary evidence is correctly and completely submitted, the competent authority shall receive the said application and documentary evidence for execution following the steps and service durations prescribed in the Guide.
 - 1.2 In the case where the application and documentary evidence are incorrectly or incompletely submitted, the competent authority shall record information and list of documents or evidence requiring additional submission, and schedule deadline requiring submission of additional documents. The competent authority and the applicant shall countersign in such record as evidence.
2. In the case where the applicant delivers the application and documentary evidence by post, Office of the NBTC shall immediately verify the completeness of the application and related documentary evidence. If they are incorrect or incomplete, the competent authority shall record information and list of documents or evidence requiring additional submission, and schedule deadline requiring submission of additional documents for acknowledgment of the applicant within the said working days. Unless in the case where documents received after 15.00 hrs., the notification shall be made within the following working day.
3. If the applicant fails to revise or provide additional documents within the prescribed deadline, the competent authority shall issue a letter for returning of such application and documentary evidence to the applicant accordingly.
4. The competent authority will not consider the application and will not start to count the operating duration until the applicant revised the application or completely provided the additional documents under the record of fault(s).
5. The duration of operating step under the Guide shall begin after completion of full verification by the officer on documents as specified in Public Guide.
6. Office of the NBTC shall notify consideration result for acknowledgement of the applicant within seven (7) days from completion date of consideration. Once the deadline is met and the consideration is still processing, the licensor shall give a written notice on the cause of delay every seven (7) days until completion of consideration.

7. The applicant shall provide a certified copy of documents submitted to Office of the NBTC as support of the application, in which the said copy is being certified by the authorized person on every page.

Service Channel

<p><i>Service Place</i> (Remark: -) (For of broadcasting Radiocommunication equipment and devices) Broadcasting Technical Standard Investigation Sub-Bureau as the case may, Broadcasting Engineering Standard Approval Bureau (RorSor.), Office of the NBTC, No. 1193, Exim Building, L Floor, Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400 Tel. : 0 2271 7600 Ext. 5402, Fax. : 0 2271 0570 /Contact in person at the agency</p>	<p><i>Office Hours</i> Monday to Friday (except specified official holidays) From 08:30 - 16:30 hrs. (have lunch break)</p>
<p><i>Service Place</i> (Remark: -) (For of telecommunications Radiocommunication equipment and devices)) Laboratory Sub-Bureau, Telecommunications Standard and Technology Bureau (ThorThor.), 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. 6324, Fax. : 0 2279 2273 /Contact in person at the agency</p>	<p><i>Office Hours</i> Monday to Friday (except specified official holidays) From 08:30 - 16:30 hrs. (have lunch break)</p>

Steps, Duration and Responsible Section

Total Operating Duration: 4 Working Days

No.	Steps	Duration	Responsible Section
1)	<p>Document Verification</p> <p>The supplier (entrepreneur) (person/Juristic Person) applies for delivery of telecommunication equipment and devices, including supporting documents to test technical standards. The officer verifies the correctness and completeness of telecommunication equipment, radiocommunication equipment and devices, and supporting documents.</p> <p><i>(Remark: (Laboratory Sub-Bureau, Telecommunications Standard and Technology Bureau (ThorThor.), or Broadcasting Technical Standard Investigation Sub-Bureau as the case may be, Broadcasting Engineering Standard Approval Bureau (RorSor.)))</i></p>	0.5 Days	Office of the National Broadcasting and Telecommunications Commission
2)	<p>Consideration</p> <p>The officer inspects telecommunication equipment, radiocommunication equipment, laboratory equipment (first come first serve basis).</p> <p><i>(Remark: (Laboratory Sub-Bureau Telecommunications Standard and Technology Bureau (ThorThor.), or Broadcasting Technical Standard Investigation Sub-Bureauas the case may be Broadcasting Engineering Standard Approval</i></p>	3 Working Days	Office of the National Broadcasting and Telecommunications Commission

No.	Steps	Duration	Responsible Section
	<i>Bureau (RorSor.))</i>		
3)	<p>Signing/Resolution of the Commission</p> <p>The superior approves and signs on the inspection result report, and delivers inspection result to the related agency, as well as returns telecommunication equipment, radiocommunication equipment and devices to the supplier (entrepreneur).</p> <p><i>(Remark: (Telecommunications Standard and Technology Bureau (ThorThor.), or Broadcasting Engineering Standard Approval Bureau (RorSor.)Office of the NBTC))</i></p>	0.5 Working Days	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 Agency
1)	<p>Telecommunication Equipment or Radiocommunication Equipment and Devices for Inspection Purpose</p> <p>Original document: 0</p> <p>Copy of original document: 0</p> <p>Remark -</p>	-
2)	<p>Inspection Service Application Form for Radiocommunication Equipment and Devices (Form MorThor. 03)</p> <p>Original document: 1</p> <p>Copy of original document: 0</p> <p>Remark -</p>	Office of the National Broadcasting and Telecommunications Commission

No.	Title of Document, Number and Additional Details (if any)	Document Issuing Government Agency
3)	Copy of License for Manufacture or Import of Radiocommunication Equipment as the case may be Original document: 0 Copy of original document: 1 Remark -	Office of the National Broadcasting and Telecommunications Commission
4)	Copy of License for trading of Radiocommunication Equipment (In the case of the dealer of Radiocommunication equipment) Original document: 0 Copy of original document: 1 Remark -	Office of the National Broadcasting and Telecommunications Commission
5)	Juristic Person Certificate Original document: 0 Copy of original document: 1 Remark (or Copy of Commercial Registration Certificate or Copy of Identification Card as the case may be)	Office of the Secretary, Department of Business Development
6)	Lawful Power of Attorney (if any) Original document: 1 Copy of original document: 0 Remark -	-
7)	Copy of Custom Import Entry Declaration (in the case of import) Original document: 0 Copy of original document: 1 Remark -	Customs Department
8)	Copy of Receipt for Tariff Payment (in the case of import) Original document: 0 Copy of original document: 1	Customs Department

No.	Title of Document, Number and Additional Details (if any)	Document Issuing Government Agency
	Remark -	
9)	Catalogue or Technical Specifications of Telecommunication Equipment, Radiocommunication Equipment and Devices Original document: 1 Copy of original document: 0 Remark -	-
10)	Copy of License for Use of Telecommunication Equipment or Radiocommunication Equipment, and Devices of Office of the NBTC (if any) Original document: 0 Copy of original document: 1 Remark -	Office of the National Broadcasting and Telecommunications Commission

Fee

No.	Detail of Fee	Fee (Baht / Percent)
1)	No fee payment (Remark: -)	0 Baht

Form, Sample and Filling Guide

No.	Title of Form
	<i>No form, sample and Filling Guide</i>

Remark

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