

Public Guide: Registration 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

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.
4. In the case where the applicant is the manufacturer, importer, distributor or possess to trade the receiver, tools or devices for other person to use in signal receiving or conversion for use in receiving the subscription programs of the broadcasting business and television business, the applicant must be also the licensee relating to Broadcasting business and television businesses Law.

Procedures of the Application Submission

Submit the application (Form MorSor.01), together with supporting documentary evidence, with complete and valid details.

Submit in person:

At Exim Building, L Floor, Broadcasting Technical Standard Investigation Sub-Bureau as the case may be, Broadcasting Engineering Standard Approval Bureau, Office of the NBTC, No. 1193, Exim Building, Phahon Yothin Road, Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400, on Monday to Friday (except holidays specified by the Office of the NBTC) from 08.30 hrs. – 12.00 hrs. and 13.00-16.30 hrs.

Submit by post:

The Office of the NBTC, No. 87, Phahon Yothin Alley 8 (Sai Lom Alley) Road, Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400

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: -) <i>Broadcasting Technical Standard Investigation Sub-Bureau as the case may, Broadcasting Engineering Standard Approval Bureau (RorSor.), Office of the NBTC</i> <i>No. 1193, Exim Building, L Floor, Phahon Yothin Road, Samsen Nai Sub-district, Phaya Thai District, Bangkok 10400</i> <i>Tel. : 0 2271 7600 Ext. 5402</i> <i>Fax. : 0 2271 0570 /Contact in person at the agency</i></p>	<p><i>Office Hours</i> <i>Monday to Friday</i> <i>(except specified official holidays)</i> <i>From 08:30 - 16:30 hrs. (have lunch break)</i></p>
--	--

Steps, Durations and Responsible Section

Total Operating Durations: 3 Working Days

No.	Steps	Duration(s)	Responsible Section
1)	<p>Document Verification The supplier (entrepreneur) (person/Juristic Person) submits the application for Radiocommunication equipment and device standard registration. The officer verifies the completeness and completeness of documents as follows: 1.1 In the case of correct and complete documents and details, the information shall be recorded in registration information storage system, 1.2 In the case of</p>	0.5 Days	Office of the National Broadcasting and Telecommunications Commission

No.	Steps	Duration(s)	Responsible Section
	<p>incorrect and incomplete details of documents, the officer will inform the supplier (entrepreneur) to submit additional evidence.</p> <p>(Remark: (The supplier pays registration fee (in the case of correct and complete document).))</p>		
2)	<p>Consideration</p> <p>The responsible officer registers Radiocommunication equipment and device, records information in information storage system, and issues registration document.</p> <p>(Remark: -)</p>	2 Working Days	Office of the National Broadcasting and Telecommunications Commission
3)	<p>Signing/Resolution of the Commission</p> <p>The Secretary General of the NBTC or the authorized person of the Secretary General of the NBTC approves and signs in the registration document.</p> <p>(Remark: -)</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>Application Form for Radiocommunication Equipment and Devices (Form MorSor. 01) and Enclosed Details</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
2)	Juristic Person Certificate Original document: 0 Copy of original document: 1 Remark -	Department of Business Development
3)	Identification Card Original document: 0 Copy of original document: 1 Remark -	Department of Provincial Administration
4)	Copy of House Registration Original document: 0 Copy of original document: 1 Remark: -	Department of Provincial Administration
5)	Lawful Power of Attorney (if any) Original document: 1 Copy of original document: 0 Remark -	-
6)	Catalogue and Technical Specifications of Radiocommunication Equipment and Devices Original document: 1 Copy of original document: 0 Remark -	-
7)	Copy of Test Report Original document: 0 Copy of original document: 1 Remark -	-
8)	Copy of Accreditation Certificate of Laboratory Work System, and Scope of Accredited Testing Original document: 0 Copy of original document: 1	-

No.	Title of Document, Number and Additional Details (if any)	Document Issuing Government Agency
	Remark -	
9)	Photographs completely showing Radiocommunication equipment and devices in all views Original document: 1 Copy of original document: 0 Remark -	-

Fee

No.	Detail of Fee	Fee (Baht / Percent)
1)	1,000 Baht per Time per Design/Model (Remark: ((excluding VAT), and payment must made before 16.30 hrs.))	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="300 254 1008 289">- www.pacc.go.th / www.facebook.com/PACC.GO.TH</p> <p data-bbox="300 363 1060 399">The Anti-Corruption Operation Center for Foreign Investor</p> <p data-bbox="300 417 1495 453">Tel : +66 92 668 0777 / Line : Fad.pacc / Facebook : The Anti-Corruption Operation Center /</p> <p data-bbox="300 472 703 508">Email : Fad.pacc@gmail.com))</p>

Form, Sample and Filling Guide

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

Remark

-