

31/4/2006

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No. 2002/Tele/WCM/6/Genl/Pt.

New Delhi, dated 27.03.2006.

**General Managers (S&T).
All Indian Railways.**

Sub:- Guidelines for dealing with WPC.

It is being observed that Railways are not following proper procedure while dealing with WPC resulting in delay in getting required licenses and clearances for the new works. The following procedure should be adopted while dealing with WPC for different reasons:-

a) Obtaining AIP (Agreement-in-Principle):

This is the first step for obtaining the permission to use a particular frequency for the new application such as MTRC, ACD and INMARSAT etc. Railways should apply in the format which is available at website of WPC (www.wpc.dot.gov.in). Normally, AIP is issued for a specified period between 3 months to one year and during that period, operating licence should be obtained. The AIP is only valid for the quantities of equipments mentioned therein. Normally the application of AIP should be routed through Railway Board but regular chasing with WPC is required for obtaining the AIP by concerned Railways. The details of concerned authorities of WPC are enclosed along with this letter as Annexure-I. Application for renewal should be sent well within the validity period if required.

b) Obtaining the Import licence:

The Import licence should be obtained by the firm who is executing the work for importing the radio equipments from abroad, if required. The following documents are required to be enclosed with the application:-

- i) Application in the required format;

- ii) Draft of Rs. 500/- in favour of Pay & Accounts Officer (Hqrs)DoT/New Delhi (code No. 0691).
- iii) Equipment literature.
- iv) Copy of AIP.

While applying for Import licence, the no. of equipment should not exceed than that mentioned in AIP. This should be applied directly by the supplier and no reference needs to be made to the Board.

c) Obtaining SACFA clearance:

The procedure for obtaining SACFA clearance for various sites of new application is detailed at WPC website. The entire process has now been computerized and made available online. The application for obtaining SACFA clearance should be filed online and ID number is generated automatically after filling the application form. Complete application form should be given as hard copy along with following documents:-

- i) Application in the required format along with a demand draft of Rs 1000/- per ID drawn in favour of Pay & Accounts Officer (Hqrs)DoT/New Delhi (code No. 0691)
- ii) ID acknowledgement form
- iii) Map

WPC will issue a WPC acceptance number through a letter and that letter along with the above mentioned documents should be submitted to all the SACFA members (the desired number of copies as detailed in the WPC website) for obtaining the clearance. As soon as WPC issues an acceptance number, the application also gets transmitted to all SACFA members online also automatically. It is advised that the Railways should chase up with the concerned SACFA members for the early clearance. Once the main SACFA members clear the application, WPC issues final site clearance. This document is required for obtaining operating licence.

d) Obtaining the Operating licence:

The regular licence for operating the frequency should be obtained within the currency of AIP. The following documents need to be attached along with application:-

- i) Application in the required format;
- ii) Copy of valid AIP
- iii) Type of radio equipment & model along with Invoice copy and delivery challan of the equipment.
- iv) Copy of SACFA site clearance
- v) Draft for licence fee and royalty, if applicable. (This will differ from case to case and will have to be obtained from WPC).

The application should be sent directly to WPC by Zonal Railways and need not be routed through Board.


e) Granting SACFA clearance to other applicants:

The following procedure should be adopted for granting SACFA clearance to the site clearance applications of other telecom users:-

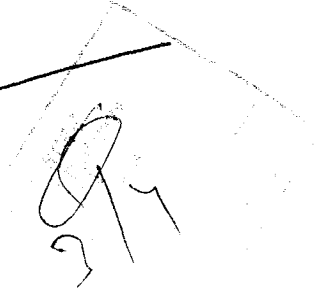
- i) Application should be examined and comments should be issued within 15 days.
- ii) The NOC should be mailed to SACFA Cell of Board at the address sacfacell@rb.railnet.gov.in and also a hard copy should be sent to Board's office.
- iii) Copy need not be endorsed to SACFA Secretariat/WPC.
- iv) In case of deficiency in the application such as Map is not attached, spot frequency not mentioned, difference in geo-coordinates given in the application and map etc. should be brought to the notice of the applicant under intimation to this office at the above address.

The above are broad guidelines which should be followed to avoid delay in dealing with WPC as has been experienced in the recent cases of MTRC, ACD and V-SAT projects. Board has also issued instructions for maintaining a separate SACFA & PTCC Cell at the Zonal level for dealing and monitoring these cases in a regular manner. With the proliferation of telecom infrastructure, both within and outside Railway, such arrangements are required to systematically cope up with increasing workload on this account.

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31/3/06
(Sanjay Dungrakoti)
Director/Tele

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अधीक्षक
31/4/06


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Annexure-I**WPC/Officers Name & Telephones Nos.**
(6th floor, Sanchar Bhavan)

Officer Name	S/Shri	Designation	Telephones Nos.	FAX Nos.
Dr. J.S. Sarma		Secretary/DOT	23719898,23711209	23711514
Shri P.K. Garg		Wireless Adviser	23755420, 23036776	011-23372141
Shri R.J.S. Kushwaha(GSM-R)		Joint Wireless Adviser	23355442, 23036889	01123716111
Shri Ashoka Chandra(NFAP)		Joint Wireless Adviser	23036672,	
Shri Ashoka Kumar(Renewal of Licence.)		Joint Wireless Adviser	23372183,23036893	
Shri Vardhakrishnan		Dy. Wireless Adviser	23372176,23036950	
Shri Singaravelu(Site Clearance)		Dy. Wireless Adviser	23372081,23036539	
Shri G.K.Agrawal(Frequency alloation)		Dy. Wireless Adviser	23755440,23036603	
Shri Gunashekar(Frequency alloation)		Dy.Wireless Adviser	23036507	
R.B.Prasad		Dy Wireless Adviser	23372180,23036613	
R.K.Saxena		Asstt. Wireless Adviser	23359564,23036630	
Rama Rao		Asstt. Wireless Adviser	23036951	
Shri M.K. Rao		Asstt. Wireless Adviser	23372182, 23036896	
Smt. Deepa Agrawal		Asstt. Wireless Adviser	23036391	
Shri Sukhpal Singh		Asstt. Wireless Adviser	23359562,23036540	
Dr. S.M. Sharma		Asstt. Wireless Adviser	23036775	
Shri M.A. Siddiqui		Asstt.Wireless Adviser	23359563,23036084	
R.K. Srivastava,LR/Section (Dealing Licence/Renewal of Licence)		Engineer	23372182,23036896	
Sri Prabhakar/LR Section (Dealing Inmarsat Case)		Engineer	23372182,23036896	
Shri S.D. Sharma		Engineer	23036148	
Shri H.S. Siddiqui		Engineer	23036721	
Shri Jagdev Singh (Mast Height Category)		Engineer	23036891	
H.M. Srivastava (Site Clearance Govt.)		Engineer	23036195	
Shri Dev Raj (Site Clearance/Pvt.)		Engineer	23036891	