

Government of India
Ministry of Communications
Department of Telecommunications
(Satellite Division)

No.60-SATCOMplan/DoS/2023-SAT

Date 05.11.2024

Officer Memorandum

The Indian Space Policy-2023 has allowed Non-Government Entities (NGEs) to offer, inter alia, national and international space-based communication services, through self-owned or procured or leased GSO/NGSO communication satellites in India. Further, NGEs may use Indian Orbital Resources and/or Non-Indian Orbital Resources to establish space objects for communication services over India and outside India.

2. The Competent Authority has approved the enclosed document titled **"Guidelines and Procedures for Submission of Satellite Network Filings to International Telecommunication Union (ITU) by Indian Entities"**. This document, provides an insight to the procedures to be followed for processing such satellite network filing applications for onward submission to ITU, and identify the coordination requirements at the national level to effect coordination by the Indian Entity with satellite network filings already approved by the Government and satellite operators.

3. The document further provides information related to procedures that are required to be followed with ITU for recording of the frequency assignments in Master International Frequency Register, however, for the complete applicable procedures, applicants are requested to follow the extant ITU Radio Regulations, ITU Procedures available at <https://www.itu.int/>.

4. Notwithstanding anything mentioned in these Guidelines, the applicant needs to apply and obtain authorization and frequency assignment from the Central Government, as per the extant policy, law, NFAP, Rules, Regulations, and procedures, before providing telecommunication services from/ to territory of India, Continental Shelf, the Exclusive Economic Zone of India and/or airspace of India.


(Ashish Kumar)
Director Satellite
Tel: 011-23372129

Encl: As above

Guidelines & Procedures for
Submission of Satellite Network Filings to ITU
by Indian Entities

Table of Contents

List of Abbreviations	3
Definitions.....	3
Chapter I.....	4
1. Introduction	4
2. Eligibility for Submission of satellite network filings application to WPC Wing	4
3. Pre-requisites to submit satellite network filings	5
Chapter II.....	7
1. Procedure for processing of satellite networks or satellite systems for frequency bands that are not subject to Plan and are not subject to coordination procedure under Section II of Article 9 of RR	7
1.1 Advance Publication Information (API) or API modification filings:.....	7
1.2 Submission of Notification filings under Article 11 of RR:.....	8
1.3 Submission of information conveying Brought Into Use of the filings:	9
2. Procedure for processing of satellite networks or satellite systems for frequency bands that are not subject to Plan and are subject to coordination procedure under Section II of Article 9 of RR	10
2.1 Submission of Coordination request filing or their modifications:.....	10
2.2 Submission of Notification under Article 11 of RR:.....	11
2.3 Submission of Brought into use (BIU) and Resolution 40 information:.....	12
3 Procedure for processing of satellite networks for frequency bands that are subject to Plan	13
3.1 National Allotment/Assignments:.....	13
3.2 Additional use/ Additional systems in Plan band:	13
Chapter III	15
1. Procedure of Coordination of satellite networks or satellite systems with satellite networks or satellite systems of other countries.....	15
2. Monitoring the progress of the coordination.....	15
3. Due-Diligence Filing to ITU (ITU-R Resolution 49).....	17
Chapter IV	18
1. Cancellation of filings.....	18
2. Rights to use of satellite network filings.....	18
3. Suspension/ relinquishment of satellite network filings	19
Annexure-I: Charges and Processing Fees.....	20

List of Abbreviations

BBIU:	Brought back into use
BIU:	Brought into use
DOT:	Department of Telecommunications
IN-SPACE:	Indian National Space Promotion and Authorization Centre
DOS:	Department of Space
MIFR:	Master International Frequency Register
ITU:	International Telecommunication Union
NFAP:	National Frequency Allocation Plan
ITU RR:	ITU Radio Regulations
NGE:	Non-Government Entity
BR:	Radiocommunication Bureau
WPC Wing:	Wireless Planning & Coordination Wing
IARU:	International Amateur Radio Union

Definitions

1. "Indian Orbital Resource" shall mean any Orbital Resource acquired or in the process of being acquired by the Indian administration through ITU Filing
2. "ITU Filing" or "Satellite Network Filing" shall mean an application submitted to ITU for acquiring the Orbital Resources
3. "NGE" shall mean (i) a company incorporated under the Companies Act, 2013 or (ii) a partnership firm established under the Limited Liability Partnership Act, 2008, (iii) Trusts under the Indian Trusts Act 1882 (iv) Association of persons or body of individuals incorporated under relevant statutes in India.
4. "Non-Indian Orbital Resource" shall mean any Orbital Resource acquired or in the process of being acquired by any country other than India
5. "Orbital Resource" shall mean any GSO slot and/or NGSO along with the associated frequency spectrum and coverage acquired or in the process of being acquired through an appropriate ITU Filing
6. "WPC Wing" shall mean the Wireless Planning & Coordination Wing of Department of Telecommunications, responsible for radio spectrum management in the country and acts as the notifying administration for India at ITU for international frequency coordination, notification and recording in the Master International Frequency Register
7. "Indian Entity" shall mean any Indian Government entity or NGE
8. "Non-Indian Entity" shall mean an entity which is not an Indian Entity
9. "Non-Indian Satellite" shall mean a satellite which is not an Indian Satellite. For this purpose, Indian Satellite is a satellite whose ownership & control is with an Indian Entity or which is registered in the National Registry.
10. Words and expressions used in these guidelines/ procedures and not defined herein but defined in the ITU Radio Regulations, shall have the meaning assigned to them as in the ITU Radio Regulations.

Chapter I

This chapter contains information related to introduction of this document, eligibility conditions to apply for submission of satellite network filings to ITU and the requirement of certain pre-requisites before submitting the filing application to WPC Wing.

1. Introduction

This document provides guidelines and procedures for submission of satellite network filings to International Telecommunication Union by the Indian Entities. This document also provides an insight to the procedures to be followed by WPC Wing for processing such satellite network filing application for onward submission to ITU, and identify the coordination requirements at the national level to effect coordination by the Indian Entity (henceforth called as applicant) with satellite network filings already approved by the Government, and satellite operators.

This document further provides some information related to procedures that are required to be followed with ITU for recording of the frequency assignments in Master International Frequency Register, however, for the complete applicable procedures, applicants are requested to follow the extant ITU Radio Regulations, ITU Procedures available at <https://www.itu.int/>.

Submission of satellite network filing leading to recording of the frequency assignments with ITU, if any, does not confer any right to the applicant for assignment of such frequency in the territory of India, Continental Shelf, the Exclusive Economic Zone and/or airspace of India. The Government of India reserves the right to not assign frequency(ies), which are proposed to be used by the Satellite Network for which the filing is being coordinated under these guidelines, in the territory of India, Continental Shelf, the Exclusive Economic Zone and/or airspace of India.

Notwithstanding anything mentioned in these guidelines, the applicant needs to apply and obtain authorisation and frequency assignment from the the Central Government, as per the extant policy, law, NFAP, Rules, Regulations and procedures, before providing telecommunication services from/ to territory of India, Continental Shelf, the Exclusive Economic Zone of India and/or airspace of India.

2. Eligibility for Submission of satellite network filings application to WPC Wing

An applicant who has obtained 'Advisory Note' from IN-SPACE, shall only submit the satellite network filings in the stipulated ITU format to WPC Wing for further processing. However, the satellite network filings for Satellite Systems by ISRO for technology demonstrations, space science, & interplanetary missions, navigation and those for meeting

national prerogatives including strategic missions, shall be submitted directly to WPC Wing for further processing, under intimation to IN-SPACE.

Satellite network filings shall only be submitted to ITU by an administration of an ITU Member State. The WPC Wing of the DoT represents the Government of India in the ITU and acts as the notifying administration for India's satellite network filings under the ITU Radio Regulations.

3. Pre-requisites to submit satellite network filings

(i) An Advisory Note issued from IN-SPACE which authorises the applicant to submit their Filing(s) to WPC Wing for further submission to ITU-BR.

(ii) A TIES Account to access various ITU electronic resources:

TIES (Telecommunication Information Exchange Service) is a set of networked **information resources and services offered by ITU without any charge to ITU Members** (Member States, Sector Members, Associates, and Academia) to support their participation in the activities of the Union. Having a TIES account is mandatory as majority of ITU functions related to satellite network filing(s) are done electronically only.

TIES account can be created at <https://www.itu.int/en/ties-services/Pages/login.aspx> and the user-name so assigned to be intimated to the WPC Wing.

(iii) A user account on the ITU "e-Submission of Satellite Network Filings" portal at <https://www.itu.int/ITU-R/space/e-submission/> :

Having a user account (with applicant Profile) is mandatory for the online submission of satellite network filings and comments on the portal

Having intimated issue of a TIES account to the WPC Wing, the applicant should then request WPC Wing to create a User with "Operator Profile" on the ITU "e-Submission of Satellite Network Filings" portal.

WPC Wing shall within 7-days create such User account and intimate the same to the applicant

(iv) Knowledge of ITU Softwares such as SpaceCap, SpaceCom, GIMS, etc.

The applicant should have the capability to use various ITU software applications that are being used for electronic capture of data elements to be furnished while submitting the Filing(s) online at the ITU e-Submission Portal

(v) Bank Guarantee:

Before the submission of the filings to ITU by the WPC Wing, the applicant shall be required to submit Bank Guarantee for a sum equivalent to two times of the

applicable ITU-BR cost recovery charges (rounded off to next 100) initially for a period of two years.

Bank Guarantee in respect of Government Departments is not required.

The Bank Guarantee is taken to cover for applicable ITU-BR cost recovery charges. The Bank Guarantee will be released by WPC Wing as and when appropriate ITU-BR cost recovery charges are paid by the applicant to ITU-BR.

(vi) Processing Fees

At the time of submission of a filing to WPC Wing, the applicant shall pay through BharatKosh an appropriate processing fee for the cost of efforts to be put in for examination and processing of the filing(s), including coordination among Indian satellite operators as processing fee for each filing. The amount of processing fee is mentioned in **Annexure-I**.

(vii) Operating Agency Code

Applicant needs to have an “Operating Agency code” assigned by the ITU in order to submit a satellite network filing on the e-Submission Portal. In case, the applicant doesn't have an “Operating Agency code”, there are two options to create such code

Option#1: The applicant may electronically request WPC Wing to create such code. WPC Wing within 7-days time will request BR to create the code for the applicant as new satellite network operator under Indian Administration

Option#2: The applicant may also include such request while creating a satellite network filing using the BR SpaceCap software. For such purpose, they may use the guidelines available at <https://www.itu.int/en/ITU-R/space/support/Pages/CaptureOperatingAgency.aspx>.

Chapter II

This chapter contains information related to procedures for processing of satellite networks/systems filings for the frequency bands that are subject to coordination and not subject to coordination. Also contains the procedures for processing of satellite networks/systems filings in the frequency bands that are subject to Plan and not subject to Plan.

1. Procedure for processing of satellite networks or satellite systems for frequency bands that are not subject to Plan and are not subject to coordination procedure under Section II of Article 9 of RR

The procedure in this section shall apply to satellite networks or satellite systems for bands that are not subject to Plan and are not subject to coordination procedure under Section II of Article 9 of RR. Most of the NGSO satellite networks or satellite systems under Space Operation, Earth Exploration Satellite service, Space Research and Amateur Satellites come under this category.

For these type of satellite networks or satellite systems, the applicant has to complete all the processes explained below:

1.1 Advance Publication Information (API) or API modification filings:

- 1.1.1 Applicant creates “mdb File” using the ITU SpaceCap software and submits the electronic filing(s) to WPC Wing through the ITU e-submission Portal using their TIES Account credentials. The API Filing should be as per the proposal cleared by IN-SPACE while issuing Advisory Note. In case of any difficulty, applicant can seek assistance from WPC Wing.
- 1.1.2 The applicant should also submit non-refundable processing fees to WPC Wing through the BharatKosh Platform as mentioned in **Annexure I**.
- 1.1.3 The Filing(s) submitted by the applicant is scrutinised by the WPC Wing. WPC Wing will examine the filing with respect to the provisions of the ITU RR and NFAP and also verify the completeness of the information. In case any discrepancy is observed or information is missing or additional information is required, WPC Wing shall accordingly request the applicant to correct the information or provide the missing/additional information.
- 1.1.4 The Filing(s) completed in all respects will be circulated to all the Indian satellite operators and to the other applicants whose satellite network filings have already under process by WPC Wing within 7-days of being received. Prior coordination at the national level by the applicant would not be compulsory for submitting the API filing.
- 1.1.5 Indian Satellite operators and other applicants whose satellite network filings have already under process by WPC Wing who perceive that their satellite networks are

getting affected shall be provided 30 days time from the date of circulation of filing to provide their comments. If no comments are received within 30 days, it shall be deemed to have been agreed to the proposed filing.

1.1.6 Notwithstanding anything in the para above, WPC Wing may go ahead with seeking Bank Guarantee for appropriate amount to cover for the ITU-BR Cost recovery charges, as applicable, from the applicant. On submission of the Bank Guarantee, WPC Wing approves/ submits the Filing(s) on the ITU e-Submission Portal within 7-days time.

1.1.7 Every fortnight, ITU BR publishes BR International Frequency Information Circular (BRIFIC) for the space services that contains the information about the Special Sections/Notification published for various satellite networks. It also contains information about the affected satellite networks with the introduction of new satellite networks. Comments to a satellite network published in the BRIFIC is to be submitted to ITU within four months of publication of the BRIFIC.

1.1.7.1 It shall be the responsibility of the applicant to examine the satellite networks published in the BRIFIC that have potential to cause harmful interference to its satellite networks and submit the comments to WPC Wing. Such comments should reach WPC Wing within three months from the date of publication of the BRIFIC. WPC Wing will consolidate the comments and submit them to ITU within the deadline mandated by BR.

1.1.7.2 It shall be the responsibility of the applicant to examine the comments by other administrations for their satellite network published in BRIFIC and initiate coordination with them as appropriately.

1.1.8 The applicant would also be required to coordinate its Satellite network/system with affected Indian satellite operators and with the affected satellite networks/systems of operators of other countries before the submission of notification and bringing into use of the satellite(s) in accordance with Article 11 of RR.

1.1.9 In case of filings for Amateur-Satellite Service, the applicants are encouraged to coordinate with IARU.

1.2 Submission of Notification filings under Article 11 of RR:

1.2.1 Notification filing should be submitted along with the requisite non-refundable processing fees to WPC Wing for processing. The processing fee is mentioned in **Annexure I**.

1.2.2 On receipt of the complete information, WPC Wing shall examine the notification filings with respect to the following:

- i. Conformity with the information submitted in API or API Modification, as appropriate.
 - ii. Conformity with the provisions of ITU RR and NFAP
 - iii. Coordination with affected Indian satellite networks
 - iv. Coordination with countries mentioned in the Special Section API/B published by ITU for the satellite network.
 - v. Coordination with IARU in case of Amateur-Satellite Service.
- 1.2.3 WPC Wing will process the notification for its submission to ITU, if all above conditions are met. In case, the condition in § 1.2.2 (i) and § 1.2.2 (ii) are only met and the applicant requests that notification be submitted to ITU, WPC Wing may forward the same to ITU subject to the following undertaking from the applicant:
- i. that the network/system has the capability to switch off all the transmission from the satellite(s) through tele-command;
 - ii. that, in case of an interference to other satellite operators, all transmissions shall be immediately switched off and resumed only when the issues have been successfully resolved.
- 1.2.4 In accordance with Resolution 32 (WRC-23), the notification for Short Duration Mission is to be submitted no later than 2 months from the date of bringing into use. Therefore, the applicant should submit the notification to WPC Wing for the satellite network under Short Duration Mission no later than 30 days from the date of bringing into use, in order to provide sufficient time for the WPC Wing to process the filings.
- 1.2.5 As notification filings are subject to ITU-BR cost recovery charges, WPC Wing will then seek Bank Guarantee for an appropriate amount to cover for the ITU-BR Cost recovery charges from the applicant. The details are mentioned in **Annexure I**.

1.3 Submission of information conveying Brought Into Use of the filings:

- 1.3.1 For the submission of Brought Into Use (BIU) information to ITU, the applicant is required to provide information about the launch of satellite(s) along with copy of IN-SPACE authorization. This information can also be provided at the time of submission of notification filings.

2. Procedure for processing of satellite networks or satellite systems for frequency bands that are not subject to Plan and are subject to coordination procedure under Section II of Article 9 of RR

The procedure in this section shall apply to satellite networks or satellite systems that are not subject to Plan and subject to coordination procedure under Section II of Article 9 of RR. For these type of satellite networks or satellite systems, the applicant has to complete all the processes explained below:

2.1 Submission of Coordination request filing or their modifications:

- 2.1.1 Applicant creates “mdb File” using the ITU SpaceCap software and submits the electronic filing(s) to WPC Wing through the ITU e-submission Portal using their TIES Account credentials. The Coordination request filing should be as per the proposal cleared by IN-SPACE while issuing Advisory Note. In case of any difficulty, applicant can seek assistance from WPC Wing.
- 2.1.2 The applicant should also submit non-refundable processing fees to WPC Wing through the BharatKosh Platform as mentioned in **Annexure I**.
- 2.1.3 The Filing(s) submitted by the applicant is scrutinised by the WPC Wing. WPC Wing will examine the filing with respect to the provisions of the ITU RR and NFAP and also verify the completeness of the information. In case any discrepancy is observed or information is missing or additional information is required, WPC Wing shall accordingly request the applicant to correct the information or provide the missing/additional information.
- 2.1.4 WPC Wing shall circulate the filing to all the Indian satellite operators and to the other applicants whose satellite network filings have already under process by WPC Wing and provide 30 days’ time from the date of circulation of filing to provide their comments.
- 2.1.5 The Indian satellite operator(s) and other applicants whose satellite network filings have already under process by WPC Wing who claim that their satellite networks or satellite systems are getting affected shall provide their comments along with the evidence/technical analysis for potential interference and suggestions for the possible modification to the technical parameters of the proposed filings, other than orbital slots, required to achieve the coordination with their satellite networks or satellite systems. If the comments are not provided within 30 days from the date of circulation, it shall be deemed to have agreed to the proposed filings.
- 2.1.6 Based on the comments so received, WPC Wing shall prepare, a list of affected Indian satellite networks or satellite systems and forward to the applicant.

Thereafter, the applicant shall make every effort to seek the coordination from the affected or satellite systems.

- 2.1.7 The applicant having received all the requisite coordination from the affected Indian satellite operators shall submit the filings with final characteristics to WPC Wing along with Bank Guarantee for appropriate amount to cover for the ITU-BR Cost recovery charges, as applicable. WPC Wing will examine the information and if found to be in order shall submit the filings to ITU.
- 2.1.8 In case the applicant is not able to achieve coordination with Indian satellite operators, the applicant may seek the assistance of WPC Wing. WPC Wing may also seek the advice of IN-SPACE for effecting coordination with Indian satellite operator(s). In case the coordination with Indian satellite operator(s) is not achieved, the filing shall be returned to the applicant in consultation with IN-SPACE.
- 2.1.9 In order to achieve coordination at International level, the applicant may consider filing modified satellite network filings to ITU. While doing so, the applicant shall ensure that the modifications are within the envelope of characteristics submitted in the original filing to ITU. If the modifications are not within the envelope of characteristics, a fresh filing need to be submitted by the Applicant.
- 2.1.10 The applicant would also be required to coordinate its Satellite network/system with affected satellite networks/systems of satellite operators of other countries before the submission of notification and bringing into use of the satellite(s) in accordance with Article 11 of RR.

2.2 Submission of Notification under Article 11 of RR:

- 2.2.1 Notification filing should be submitted along with the requisite non-refundable processing fees to WPC Wing for processing. The processing fee is mentioned in **Annexure I**.
- 2.2.2 On receipt of the complete information, WPC Wing shall examine the notification filings with respect to the following:
- i. Conformity with the information submitted in Coordination request filings or its modification, as appropriate.
 - ii. Conformity with the provisions of ITU RR and NFAP
 - iii. Coordination with satellite network identified by ITU under RR provisions 9.7, 9.11, etc as published in the relevant Special Sections (CR/C, CR/D, etc) of BR IFIC.
- 2.2.3 WPC Wing shall process the notification filing for its submission to ITU, if all above conditions are met otherwise the filing shall be returned to applicant by WPC Wing in consultation with IN-SPACE.

2.2.4 In case, the condition in § 2.2.2 (i) and § 2.2.2 (ii) are fulfilled and the applicant requests that notification filing be submitted to ITU, WPC Wing, where it is satisfied that adequate efforts have been made by the applicant to effect coordination with satellite networks/administrations identified as affected, may consider to submit the filings to ITU based on the following undertaking from the applicant:

- i. that the network/system has the capability to switch off all the transmission from the satellite(s) through tele-command;
- ii. that no interference shall be caused to those satellite networks for which coordination could not be completed.
- iii. that, in case of an interference to other satellite operators, all transmissions shall be immediately switched off and resumed only when the issues have been successfully resolved.

2.3 Submission of Brought into use (BIU) and Resolution 40 information:

2.3.1 For the submission of BIU information to ITU, the applicant is required to provide the name of satellite, frequency plan for the satellite or any information on the payload description, spectrum plot diagrams, etc., to establish that the frequency assignments of the satellite network are in accordance with the notified characteristics recorded in the Master Register along with copy of IN-SPACE authorization.

3 Procedure for processing of satellite networks for frequency bands that are subject to Plan

The procedure in this section shall apply to proposed Geo-stationary satellite networks in the Broadcasting Satellite Service (BSS) Plan and associated feeder link Plan, and Fixed Satellite Service (FSS) Plan. The procedure for coordination, notification and recording of the frequency assignments are provided in the ITU RR Appendices 30, 30A and 30B.

3.1 National Allotment/Assignments:

- 3.1.1 As per the Plan established by ITU, India has a FSS allotment at 74E and BSS assignments at 68E and 55.8E for its national use.

3.2 Additional use/ Additional systems in Plan band:

- 3.2.1 Applicant creates “mdb File” using the ITU SpaceCap software and submits the electronic filing(s) (Part A in case of BSS, A6A in case of FSS) to WPC Wing through the ITU e-submission Portal using their TIES Account credentials. The filing parameters should be as per the proposal cleared by IN-SPACE while issuing Advisory Note. In case of any difficulty, applicant can seek assistance from WPC Wing.
- 3.2.2 The applicant should also submit non-refundable processing fees to WPC Wing through the BharatKosh Platform as mentioned in **Annexure I**.
- 3.2.3 On receipt of the complete information, WPC Wing shall examine the filings with respect to Conformity with the provisions of ITU RR and NFAP.
- 3.2.4 WPC Wing shall circulate the filing to all the Indian satellite operators and to the other applicants whose satellite network filings have already under process by WPC Wing and provide 30 days’ time from the date of circulation of filing to provide their comments.
- 3.2.5 The Indian satellite operator(s) and other applicants whose satellite network filings have already under process by WPC Wing who claim that their satellite networks or satellite systems are getting affected shall provide their comments along with the evidence/technical analysis for potential interference and suggestions for the possible modification to the technical parameters of the proposed filings, other than orbital slots, required to achieve the coordination with their satellite networks or satellite systems. If the comments are not provided within 30 days from the date of circulation, it shall be deemed to have agreed to the proposed filings.

- 3.2.6 Based on the comments of the Indian satellite operators who respond to the circulation, WPC Wing shall prepare, a list of affected Indian satellite networks and forward to the applicant. Thereafter, the applicant shall make every effort to seek the coordination from the affected Indian satellite operators.
- 3.2.7 The applicant having received all the requisite coordination from the affected Indian satellite operators shall submit the filings with final characteristics to WPC Wing along with Bank Guarantee for appropriate amount to cover for the ITU-BR Cost recovery charges, as applicable. WPC Wing will examine the information and if found to be in order shall submit the filings to ITU.
- 3.2.8 In case the applicant is not able to achieve coordination with Indian satellite operators, the applicant may seek the assistance of WPC Wing. WPC Wing may also seek the advice of IN-SPACe for effecting coordination with Indian satellite operator(s). In case the coordination with Indian satellite operator(s) is not achieved, the filing shall be returned to the applicant in consultation with IN-SPACe.
- 3.2.9 If the service area includes the territory of foreign country, the applicant shall be required to submit the explicit agreement from the administration of those countries before submitting the filings to ITU.
- 3.2.10 The applicant would also be required to coordinate its Satellite network/system with affected satellite networks/systems of satellite operators of other countries as identified by the ITU-BR. Subsequently, applicant has to submit Part B (in case of BSS) or A6B (in case of FSS) and notification filing.
- 3.2.11 For the submission of BIU information to ITU, the applicant is required to provide the name of satellite, frequency plan for the satellite or any information on the payload description, spectrum plot diagrams, etc., along with copy of IN-SPACe authorization.

Chapter III

This chapter contains information related to the procedure for coordinating with satellite networks or satellite systems of foreign countries, milestone-based monitoring mechanism by WPC Wing to review and assess the progress in recording of the satellite filings and due diligence information to be submitted by the applicant to ITU.

1. Procedure of Coordination of satellite networks or satellite systems with satellite networks or satellite systems of other countries

- 1.1 All communications/correspondences regarding coordination of satellite networks or satellite systems to ITU and/or administration of a foreign country shall only be sent by WPC Wing.
- 1.2 Applicant may directly deal with the satellite operator(s) of a foreign country for frequency coordination with prior information to WPC Wing.
- 1.3 Applicant shall seek the support of WPC Wing for Administration level coordination. Such discussions and coordination meetings may be attended by the WPC Wing.

In case coordination request is received from foreign administration, WPC Wing may request the applicant to participate in those meetings.

- 1.4 The coordination agreement reached between the applicant and the satellite operator of foreign country shall be submitted to the WPC Wing for ratification.

2. Monitoring the progress of the coordination

WPC Wing shall monitor the following action-based approach to assess the progress made in coordination with other administrations/satellite operators and recording of the satellite network filings:

Timeline	Action required from the applicant
Date of the submission of API/coordination filings/initial filings in Plan band to ITU marks the beginning of the regulatory period of the filing (Non-Plan: 7 years; Plan: 8 years)	
End of 1 st year	A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none">• progress of coordination with other countries and Indian satellite operators,• coordination strategy to complete the coordination and• tentative schedule/timeline for construction, launching and bringing into use a satellite.

Timeline	Action required from the applicant
End of 2 nd year	A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none"> • progress of coordination with other countries and Indian satellite operators and • coordination strategy to complete the coordination • schedule/timeline for construction, launching and bringing into use a satellite.
End of 3 rd year	A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none"> • progress of coordination with other countries and Indian satellite operators, • coordination strategy to complete the coordination and • schedule/timeline for construction, launching and bringing into use a satellite.
End of 4 th year	<ol style="list-style-type: none"> 1. A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none"> • progress of coordination with other countries and Indian satellite operators and • coordination strategy to complete the coordination. 2. Information concerning satellite network in Non-Plan band: <ul style="list-style-type: none"> • Satellite construction status/satellite contract. • Launch contract • Resolution 49 information to be submitted to ITU
End of 5 th year	<ol style="list-style-type: none"> 1. A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none"> • progress of coordination with other countries and Indian satellite operators, and • coordination strategy to complete the coordination • Analysis of potential of interference to satellite networks with which coordination has not been completed 2. Information concerning satellite network in Plan band: <ul style="list-style-type: none"> • Satellite construction status/satellite contract. • Launch contract • Resolution 49 information to be submitted to ITU
End of 6 th year	A detailed report, within 30 days of the end of timeline, on: <ul style="list-style-type: none"> • progress of coordination with other countries and Indian satellite operators, and • coordination strategy to complete the coordination • Analysis of potential of interference to satellite networks with which coordination has not been completed
End of 7 th year	<ol style="list-style-type: none"> 1. Information concerning satellite network in Non-Plan band: <ul style="list-style-type: none"> • Notification information. • Brought into use confirmation • Detailed report on the operational characteristics of the satellite. 2. A detailed report on: <ul style="list-style-type: none"> • coordination with other countries and Indian satellite operators

Timeline	Action required from the applicant
	<ul style="list-style-type: none"> • Analysis of potential of interference to satellite networks with which coordination has not been completed • coordination strategy to complete the coordination for Plan band satellite networks.
End of 8 th year (only for Plan band satellite networks)	Information concerning satellite network in Plan band: <ul style="list-style-type: none"> • Part B or A6B submission to ITU and entry into the list • Notification information. • Brought into use confirmation • Detailed report on the operational characteristics of the satellite. 2. A detailed report for satellite network in Plan band on: <ul style="list-style-type: none"> • coordination with other countries and Indian satellite operators • Analysis of potential of interference to satellite networks with which coordination has not been completed.

3. Due-Diligence Filing to ITU (ITU-R Resolution 49)

- 3.1 Satellite operators are required to submit the Due-Diligence information to ITU within the regulatory period of the satellite network. The regulatory period for a satellite network is 7 years for Non-Plan band and 8 years for Plan band starting from the date of receipt of the initial filings.
- 3.2 WPC Wing shall examine the completeness of the received Due-Diligence information and submit the complete information to ITU.

Chapter IV

This chapter contains information related to cancellation of the filings, right of use of the satellite network filings and the procedure for suspension/relinquishment of satellite network filings by the applicant.

1. Cancellation of filings

- 1.1 In case, the notification or Due-Diligence filings is not submitted to ITU before the end of the regulatory period or the frequency assignments are not brought into use before the end of the regulatory period, the ITU will cancel that filing. It shall be the responsibility of the applicant to submit all the requisite filings/information to WPC Wing well in advance.
- 1.2 WPC Wing in consultation with IN-SPACe may proceed to cancel the filings, if they are convinced that, with the progress made by the applicant in reaching coordination with other administrations/satellite operators and/or recording of the satellite network filings and the justification, it would not be possible for the applicant to complete all the actions within the regulatory period.
- 1.3 Applicant, believing that it may not be possible for it to complete all the actions within the regulatory period, may request WPC Wing to cancel its filings at any stage within the regulatory period and WPC Wing shall cancel the filing in consultation with IN-SPACe.

2. Rights to use of satellite network filings

Applicants who have made the ITU filing(s) and have recorded their satellite network filing in the MIFR of ITU after making 'BIU' and 'Due Diligence' filings, shall be permitted to the following:

- 2.1 The Applicant will continue to enjoy the 'rights of use' for the Orbital Resource pertaining to the ITU filing(s) as long as it continues to operate a satellite or satellites using the same frequency assignments or an initial validity period of 20 years from the date of BIU of the network, whichever is earlier. The 'rights of use' may be renewed subject to payment of a renewal fee as decided by the Government of India. Government of India reserves the right to reduce the validity period or revoke 'rights of use' on the limited grounds such as non-payment of the renewal fee, operations outside the notified parameters, non-compliance to national regulations and ITU-RR etc., after a due process adhering to the principles of natural justice. Separate guidelines on renewal fee, validity, payment terms and other aspects on 'rights of use' will be brought out in due course of time.

3. Suspension/ relinquishment of satellite network filings

- 3.1 Applicant may also apply to IN-SPACE to seek the suspension of the use of MIFR-recorded satellite network filings if it is unable to bring up a replacement satellite in time or makes a specific request for suspension of the satellite network filing. Periodically, IN-SPACE will be assessing the readiness of the applicant to BBIU the suspended satellite network filings, failing which the MIFR-recorded satellite network filings could be considered for offering to the other Indian Entities (who intend to establish and/or operate space-based system) through 'Announcement of Opportunity' process published by IN-SPACE. IN-SPACE shall appropriately take action and submit their recommendations to WPC Wing for their consideration.
- 3.2 An applicant may also apply to IN-SPACE to seek the relinquishment/ surrender of the MIFR-recorded satellite network filings. The MIFR-recorded satellite network filing could be considered by IN-SPACE for offering to other Indian Entities (who intend to establish and/or operate space-based system) through 'Announcement of Opportunity' process published by IN-SPACE. IN-SPACE shall appropriately take action and submit their recommendations to WPC Wing for their consideration.

Annexure-I: Charges and Processing Fees

(i) ITU Cost Recovery charges for Satellite Network Filings:

Satellite network filings submitted by an Administration to ITU Radiocommunication Bureau (ITU-BR) are subjected to 'Cost recovery Charges' as per provisions of ITU Council Decision 482 (as amended). For more information, please see <https://www.itu.int/en/ITU-R/space/costrecovery/Pages/default.aspx>.

After a satellite network filing of an Indian entity has been filed with ITU-BR by the WPC Wing, the ITU General Secretariat raises its Invoice(s) for fees incurred in processing a satellite network filings to the WPC Wing (with a copy to the satellite network operator concerned).

These Invoice(s) would also be forwarded by WPC Wing to the applicant (satellite network operator concerned through electronic means only such as Email, etc.). On its receipt, the applicant shall make the payment in Swiss Francs directly into the Bank Accounts of the ITU General Secretariat by the Due date (which is six months from the date of the Invoice, as on date) mentioned in the Invoice.

After successful payment, the applicant shall inform WPC Wing that the payment for the raised Invoice number has been made. Within a week of the intimation from the applicant on successful payment to ITU-BR, their Bank Guarantee submitted for this purpose would be released.

Non-payment of cost recovery fee within the due date mentioned in the Invoice will result in cancellation of the satellite network filings by the ITU-BR and forfeiture of Bank Guarantee submitted earlier to WPC Wing.

Notwithstanding the Bank Guarantee submitted by the applicant, any cost recovery charges/other charges raised by ITU shall be paid by the applicant within due date.

(ii) Non-refundable Processing fee for each filings submitted by the applicant:

WPC Wing shall recover the cost of efforts to be put in for examination and processing of the filings, including coordination among Indian satellite operators as processing fee for each filing. The applicant shall be required to pay the requisite processing fee at the time of submission of the filings to WPC Wing.

Applicable non-refundable processing fees is given below

Description	Processing Fee
NGSO satellite network/systems with less than 10 satellite (API, Notifications and their modifications)	API: Rs. 1,000 Notification: Rs. 10,000
All other satellite networks (API, Coordination request filings, Notifications, initial Plan band filings, Part B or A6B)	2% of the applicable cost recovery charges (rounded off to next 100) subject to a minimum amount of Rs. 20,000

(iii) Fees for extending the 'right of use' of the Orbital resource: Detailed guidelines will be issued separately.