

Government of India  
Ministry of Communications  
Department of Telecommunications  
Wireless Planning and Coordination (WPC) Wing  
Sanchar Bhawan, Ashoka Road, New Delhi-110001

File No. P-11014/02/2020-PP

Date: 25.05.2022

OFFICE MEMORANDUM

**Subject:** Launching of Single Scrutiny Workflow i.r.o. various categories of Terrestrial, Satellite and Non-Network licenses/ approvals administered by WPC Wing, on Saralsanchar portal of DoT-Reg

Reference is invited to this office O.M. of even no. dated 27.07.2020; vide which, receipt of the applications for various categories of licenses administered by WPC Wing were made available on the Saralsanchar portal (saralsanchar.gov.in).

2. Since then, the whole process has further been simplified. Now, the entire licensing process has been made paperless and on "Single Scrutiny" basis, in respect of the following categories of licences:

S. No	Licence
1	Fixed/ Land/ Mobile-HF/VHF/UHF Licence
2	RADAR, AIS, Beacon Licence
3	Terrestrial Broadcasting Licence (MW/ SW/ FM/ CRS etc.)
4	Captive Mobile Radio Trunking Service (CMRTS) Licence
5	Microwave (MW) Captive Licence
6	Fixed Satellite Service Licence (Teleport, HITS, DSNG, VSAT, ILD/NLD, IFMC)
7	Broadcast Satellite Service Licence (DTH)
8	Mobile Satellite Service Licence
9	Space Operation Service Licence (Telemetry, Tracking and Telecommand)
10	Short Range UHF Handheld Radio Licence
11	Aero Mobile Station Licence
12	Maritime Mobile Station Licence

Radhika  
25/5/22

3. With the launch of Single Scrutiny Workflow, initially, all the requisite data will be captured at one time. After scrutiny by the concerned section/group, Letter of Intent (LOI) will be issued. Subsequent to the issue of LOI, all the other processes viz, Decision Letter, Import Clearance, SACFA Clearance and Wireless Operating Licence, wherever applicable are applicant driven and auto-generated without any further scrutiny. These approvals/licenses can be downloaded from the portal by the applicant.

4. The detailed user manual on this subject matter is available on the Saralsanchar portal. For any query, concerned Groups or Regional Licencing Offices of WPC Wing may be contacted.

5. All the licensing divisions/offices of WPC Wing, including RLOs etc. are required to use the above facility to the full extent, with a view to further improve the overall efficiency and ease-of-doing business environment.

Radhika  
25/5/22  
(K. Radhika)

Assistant Wireless Adviser

To:

1. All concerned (through DoT website and Saralsanchar portal);
2. Director, WMO
3. JWA- RLO (ER/ NR/ WR/ SR), Sr. DWA, RLO-NER
4. All Sr. DWA of WPC Wing; Sr. DWA (ASMS) for uploading on the DoT website
5. Director (NT) for uploading on the SARAL SANCHAR portal

Copy To:

1. OSD to Hon'ble MoSC, DoT, Sanchar Bhawan
2. Sr. PPS to Sec (T), DoT, Sanchar Bhawan
3. Sr. PPS to Member (T), DoT
4. Sr. PPS to AS (T), DoT
5. Sr. PPS to WA; PPS to JWA (WPC)