User Manual

(For Applicant)

Online Application Maritime Mobile Fishing Boat License

Department of Telecommunications

Government of India

24th June, 2020

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Section-1

1.1 General Introduction

SARALSANCHAR'(Simplified Application For Registration and Licenses) a Web based Portal, for Issuing of various types of Licenses and Registration certificates is part of various Digital initiatives being taken by Department of Telecommunications. It is a unified portal to issue various types of Licenses and registrations in a digitized manner which will not only ensure transparency but also make the process more efficient. This will pave the way for a paperless, secure and hassle free platform for various applicants.

Acronyms and Abbreviations

List of the acronyms and abbreviations used in this document and the meaning of each.

- **DoT** : Department of Telecommunications.
- **OTP** : One Time Password.

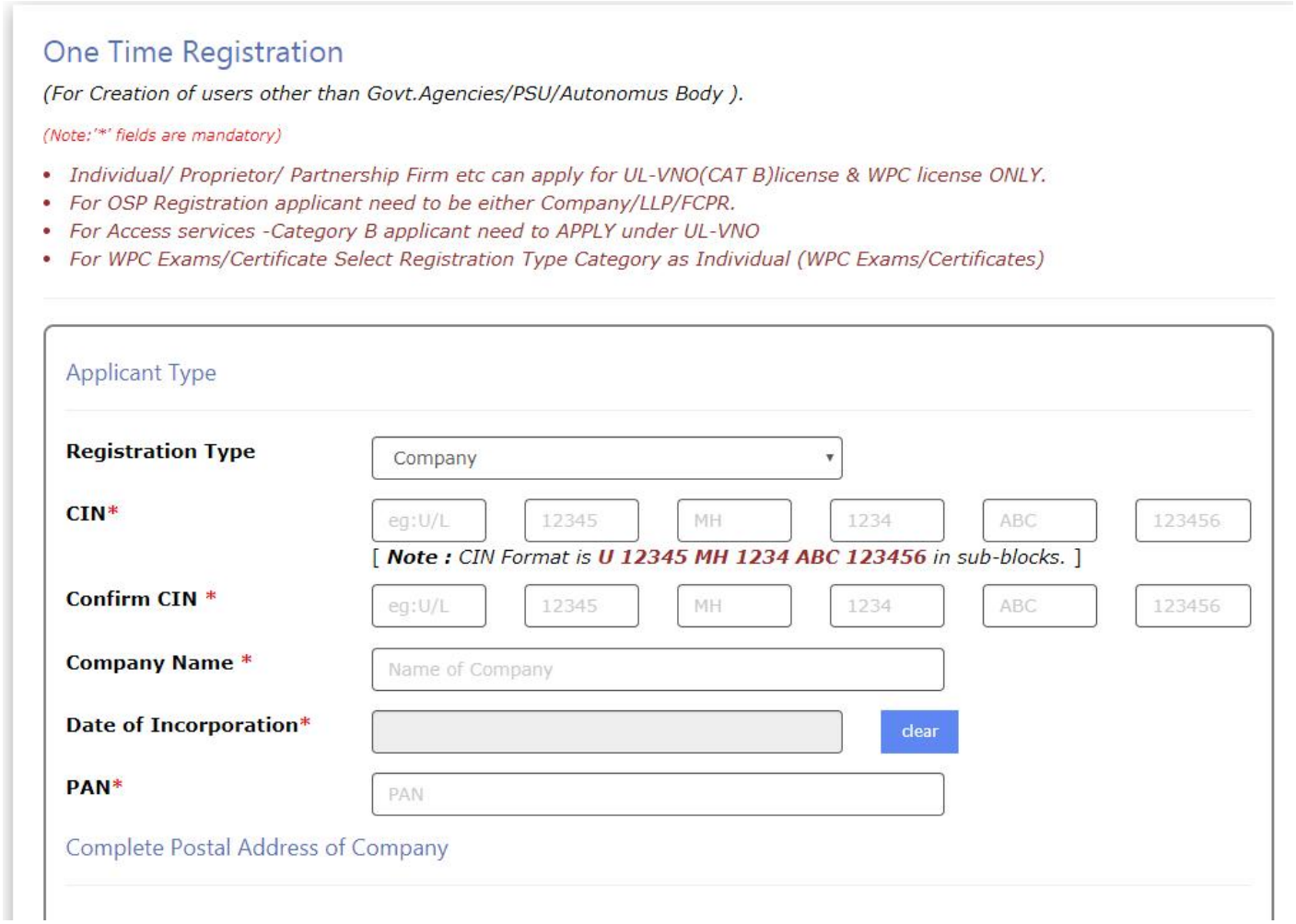
Section-2

APPLICANT PART

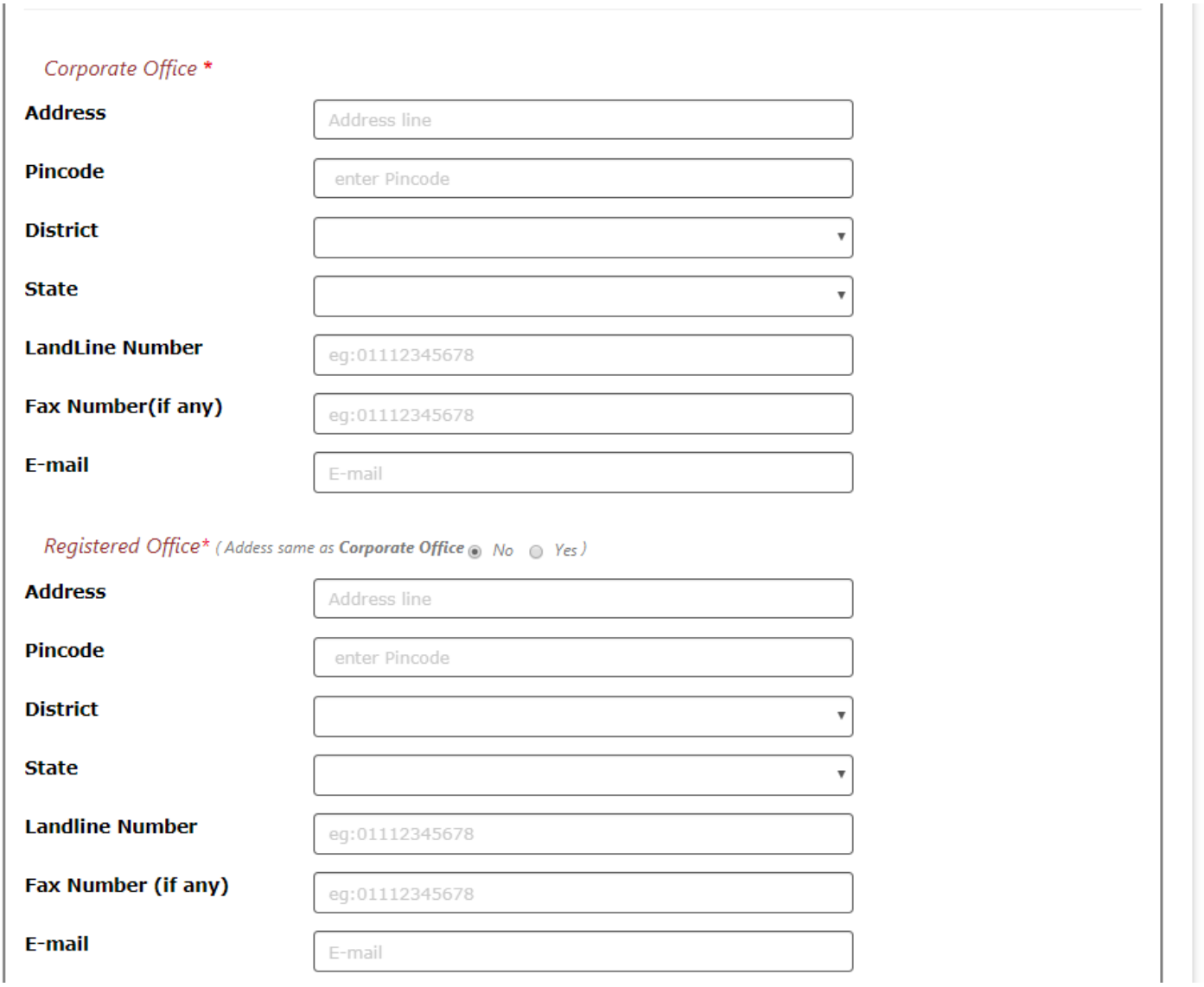
2.1 Registration

(In case you are new to the portal, and have not registered earlier) . Click on the Registration link, available on the Top Navigation bar, or in the Top right sidebar panel. You will be redirected to the below form.

To apply for Non Network License *select Company or Individual or LLP* in **Registration Type**.



Fill in the required information. After filling **Authorized Contact Person** details, you will be required to fill in your **E-Mail address & Mobile Number.** After this you will fill the **CAPTCHA code** before OTP Authentication, as shown below



Address for Correspondence with Telephone/Mail* (Address same as **Registered Office** ◉ No ○ Yes)

Address Address line

Pincode enter Pincode

District

State

landline Number eg:01112345678

Fax Number (if any) eg:01112345678

E-mail E-mail

Mobile Number Mobile no

Authorised contact Person /Signatory details *

Name Name of Authorised Contact person/Signatory

Designation,if any Designation of Authorised Contact person/Signatory

Address Address line

Pincode enter Pincode

District

State

Landline Number eg:01112345678

Fax Number (if any) eg:01112345678

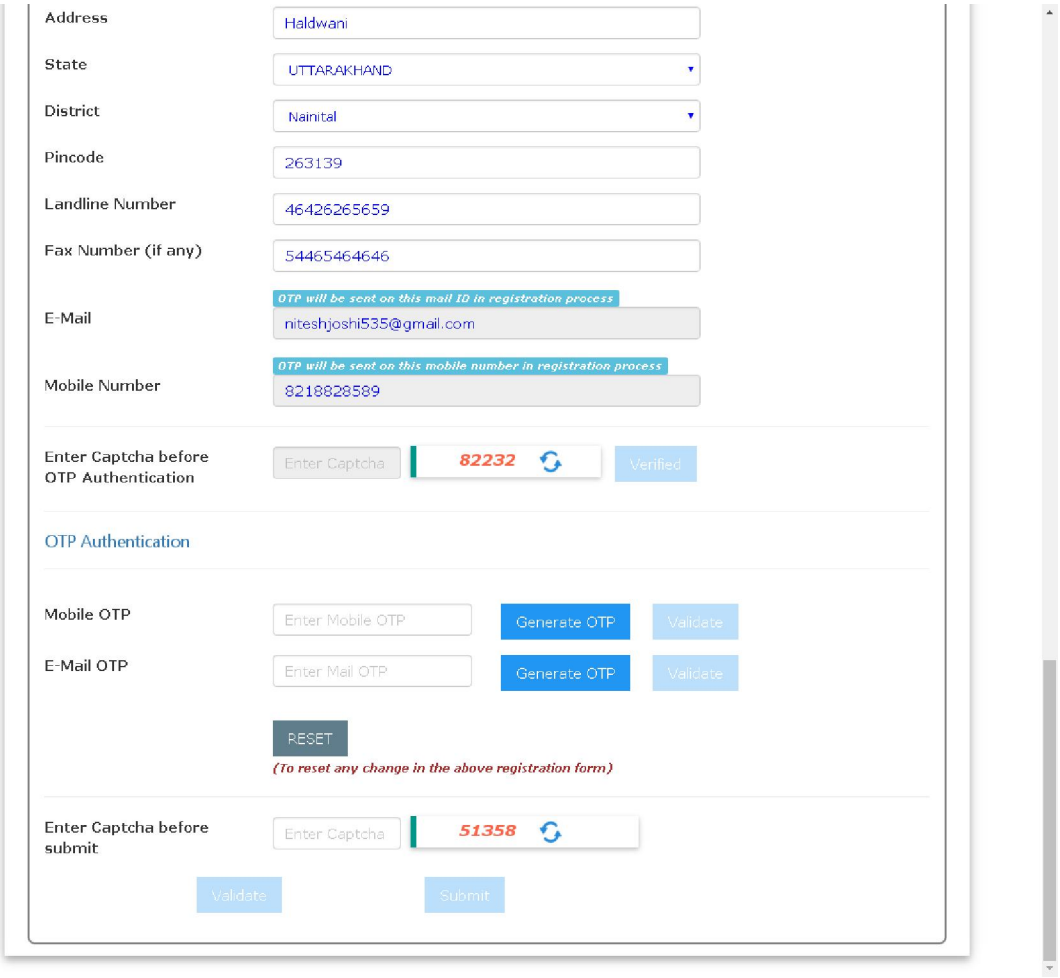
E-Mail *OTP will be sent on this mail ID in registration process* Mail Id

Mobile Number *OTP will be sent on this mobile number in registration process* Mobile No

Enter Captcha before OTP Authentication Enter Captcha FAvUtB

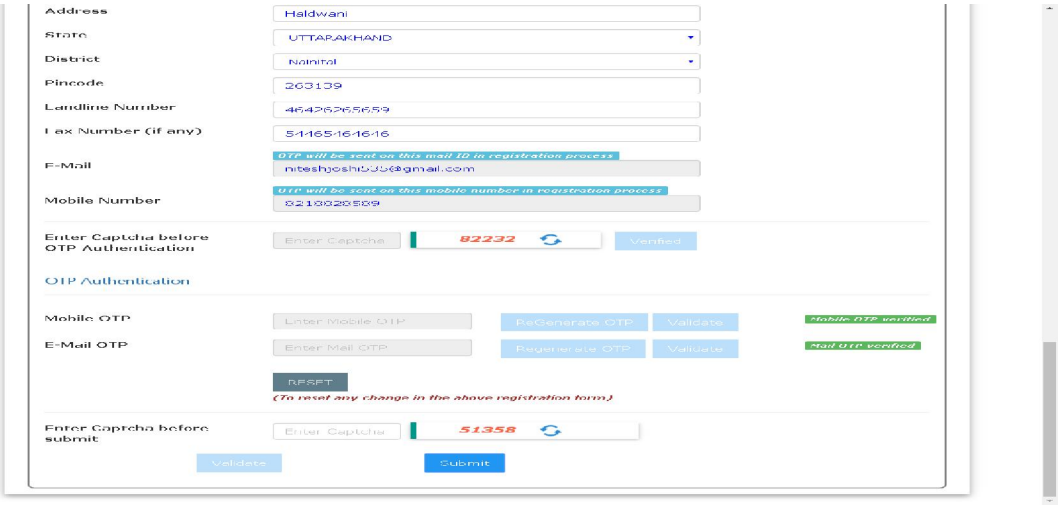
Validate Submit

After successfully verifying the **CAPTCHA Code** you will see the below screen in which there are separate buttons for generating OTP's for **E-Mail address & Mobile Number.** Please click on each button to get the respective OTP's.



You will receive **OTP's,** both on your **E-Mail address & Mobile Number** which you entered in the earlier step. Enter the OTP's and click on validate button to verify them.

After verifying the OTP's you will see the below screen. If you want to reset the data then there is a RESET button. If you don't want to reset data then enter the **CAPTCHA CODE** & click on submit to get yourself registered.



After successfully registration you will see the below screen.



The user credentials will be sent to the **E-Mail address** of the applicant.

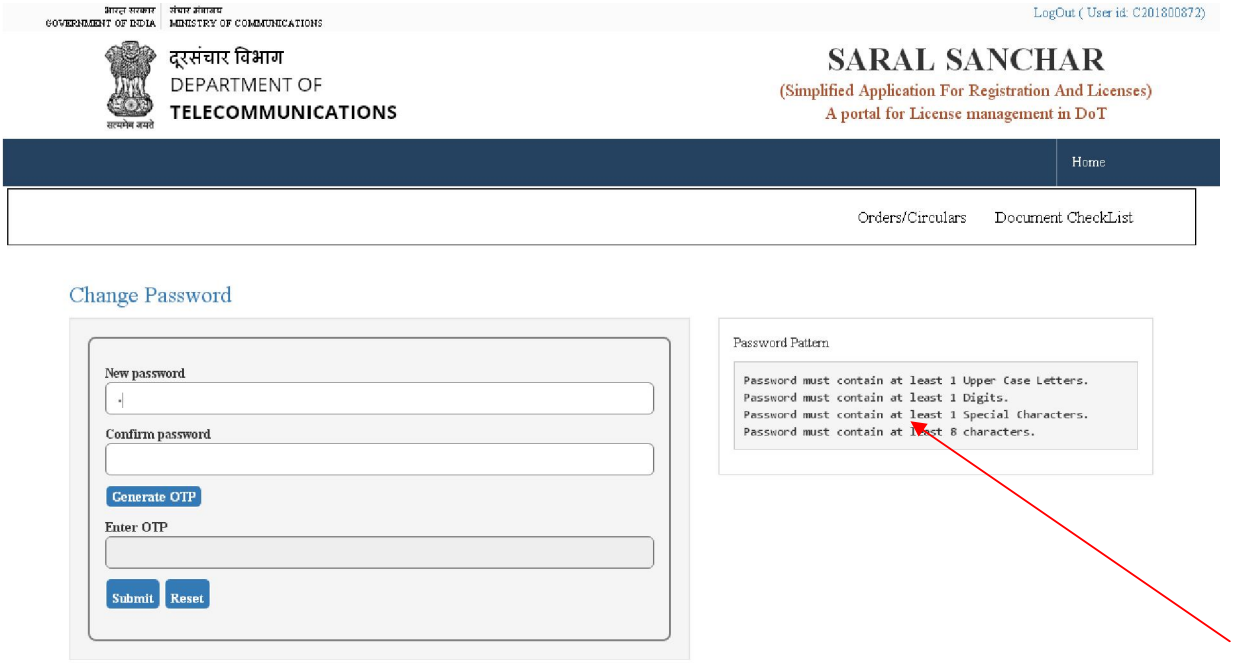
2.2 First Login

Click on the Home Button on the above page. On the ***home page*** go to the **Login** button available on the **top Navigation bar** and the **top right sidebar panel**.

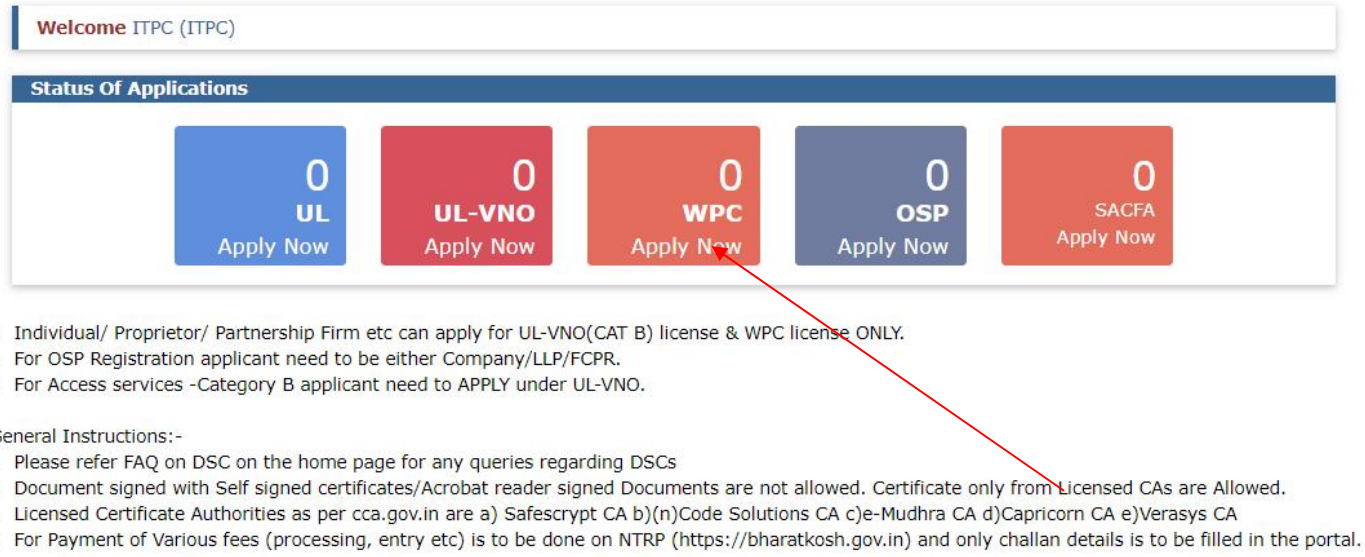
Enter your credentials in the login forms as shown below, after entering the **CAPTCHA CODE** Click on **LOGIN BUTTON**.



After clicking the Login button you will be redirected to the below page, in which you will be asked to **change your password**.



Enter the **New Password** & **confirm** the New Password (***The password must be according to the instructions appearing on the right side of the page as shown above by the red arrow***) &then click on **Generate OTP** button. An OTP will be sent to your mobile phone. Please enter the OTP and click on submit button. There is also a reset button to reset the above data. After submit you will be directed to this page. Click on the **APPLY NOW** button (Shown ***by red arrow***) on the WPC tab



- Individual/ Proprietor/ Partnership Firm etc can apply for UL-VNO(CAT B) license & WPC license ONLY.
- For OSP Registration applicant need to be either Company/LLP/FCPR.
- For Access services -Category B applicant need to APPLY under UL-VNO.

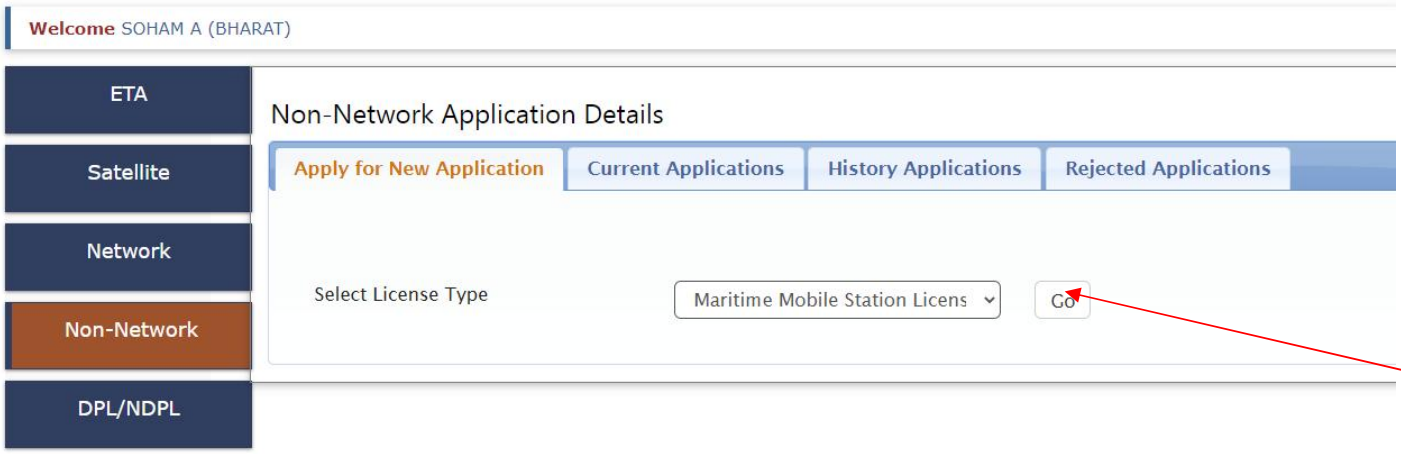
General Instructions:-

- Please refer FAQ on DSC on the home page for any queries regarding DSCs
- Document signed with Self signed certificates/Acrobat reader signed Documents are not allowed. Certificate only from Licensed CAs are Allowed.
- Licensed Certificate Authorities as per cca.gov.in are a) Safescrypt CA b)(n)Code Solutions CA c)e-Mudhra CA d)Capricorn CA e)Verasys CA
- For Payment of Various fees (processing, entry etc) is to be done on NTRP (https://bharatkosh.gov.in) and only challan details is to be filled in the portal.

2.3 Non Network License Application:

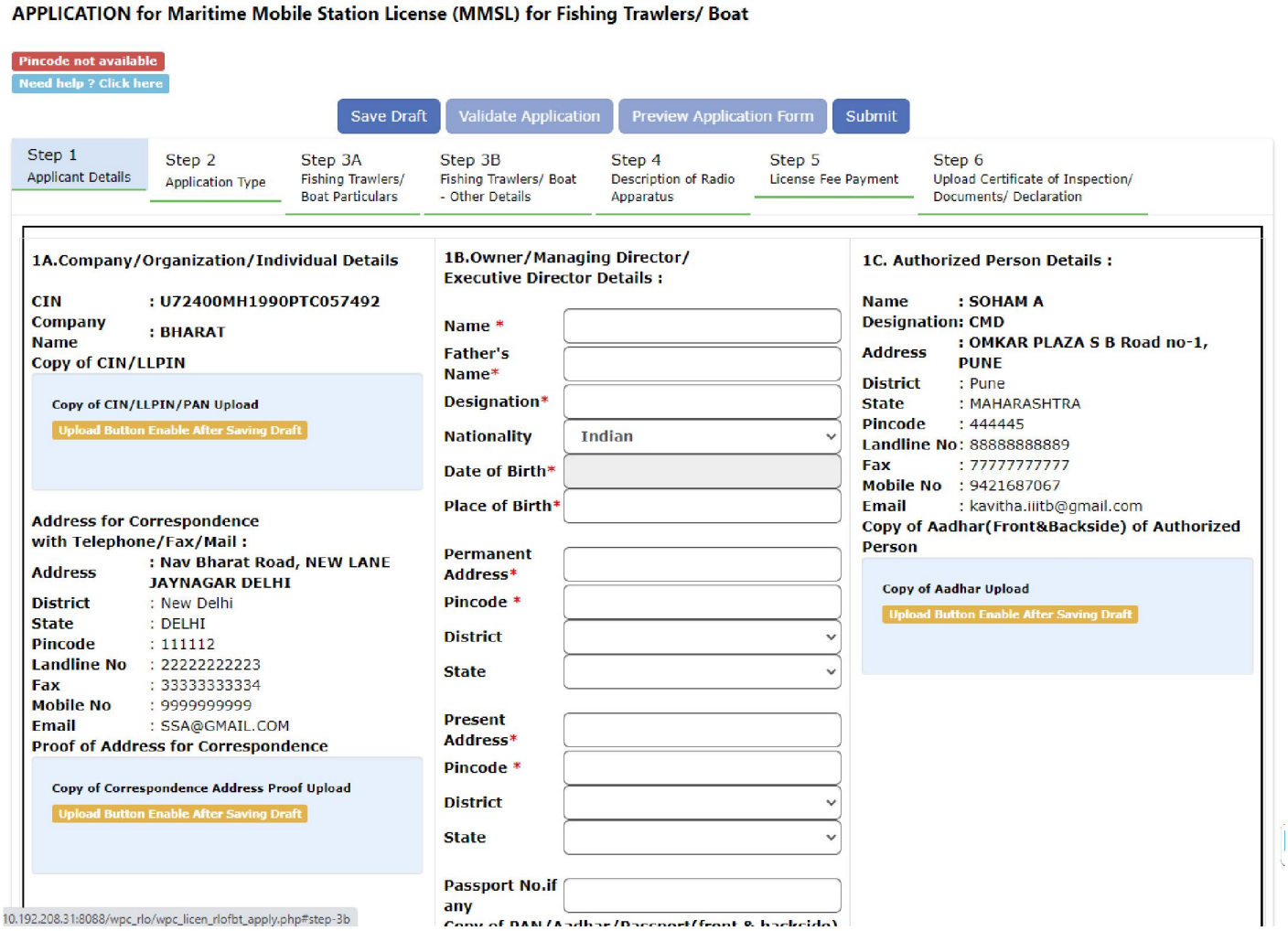
Below is a sample demo for **Maritime Mobile Fishing Boat License application**.

Non-Network→Apply for New Application→Select License Type → Go.



2.3.1 *Applicant Details*

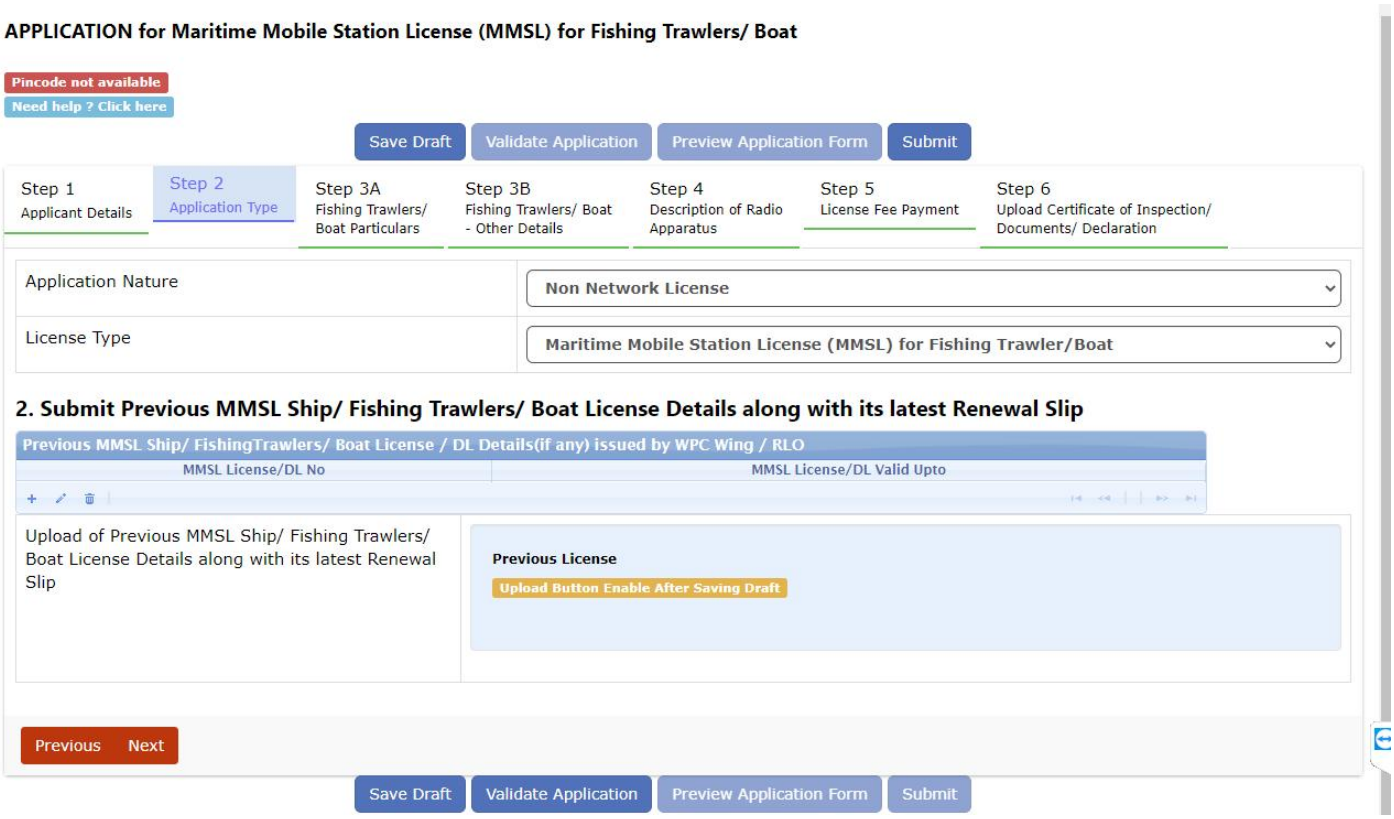
Applicant Details: In this Company/Organization/Individual Details, Owner/Managing Director/Executive Director are to be filled and Authorized Personal Details will be showed as filled while registration.



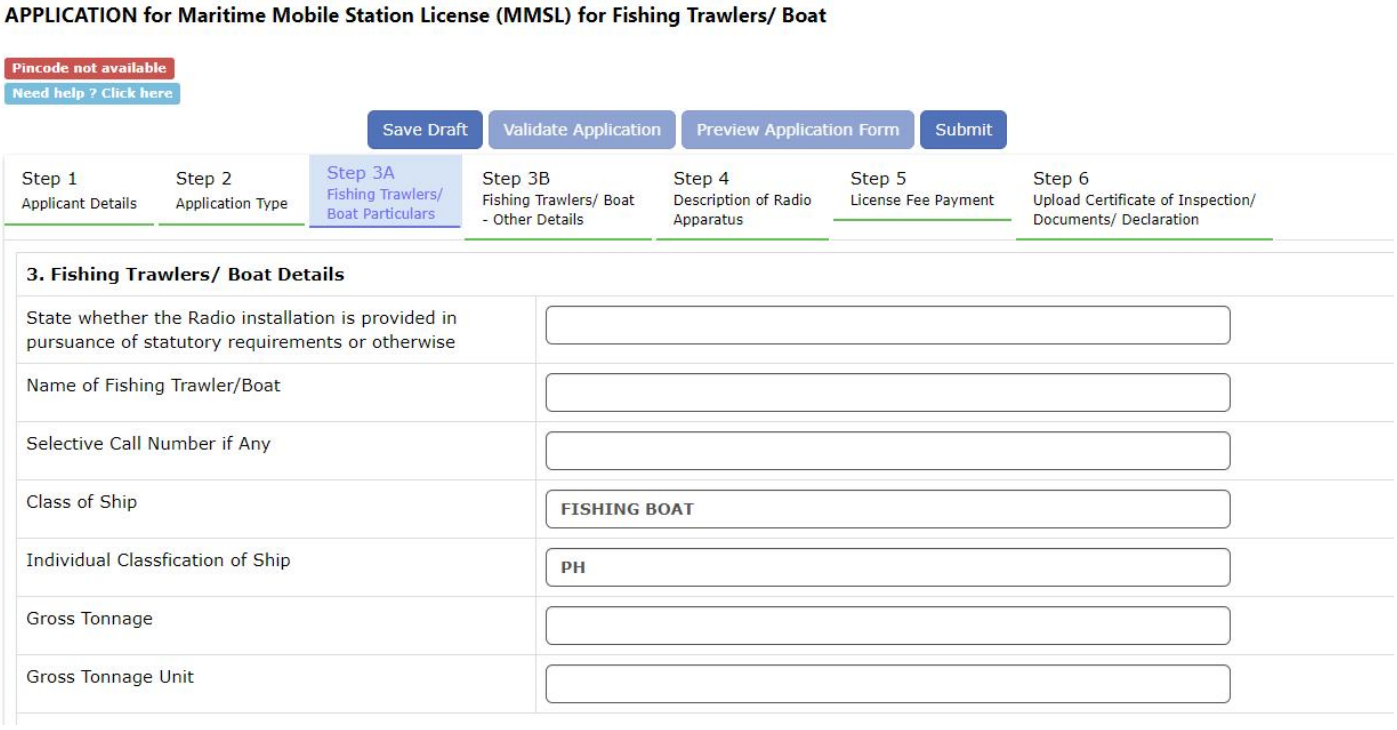
Once Savedraft is clicked provisional application number will be attached to your application and further actions will be taken on the same. Applicant will be able to upload the documents,Payment Details and Radio Apparatus Details

2.3.2 Application Type

Next step is adding basic application details such as Previous License details if any.



2.3.3 Fishing Trawlers/Boat Particulars Details



4. Call Sign/MMSI Details	
Call Sign	
Maritime Mobile Service Identity (if any)	
MMD Allotment Letter No	
MMD Allotment Letter Dated.	
Upload Copy of MMD Allotment Letter	**MMD Approval Document Upload** Upload Button Enable After Saving Draft
5. Fishing Trawlers/Boat registration Details	
Registration with Govt of India/State Board	-- Select Board --
Fishing Trawler/ Boat Registration No.	
Fishing Trawler/ Boat Registration Date	
Upload Certificate of Registry of Fishing Trawler/Boat	**Certificate of Registry of Fishing Trawlers/Boat** Upload Button Enable After Saving Draft

2.3.4 Fishing Trawlers/Boat Particulars Details

Step 1 Applicant Details | Step 2 Application Type | Step 3A Fishing Trawlers/ Boat Particulars | Step 3B Fishing Trawlers/ Boat - Other Details | Step 4 Description of Radio Apparatus | Step 5 License Fee Payment | Step 6 Upload Certificate of Inspection/ Documents/ Declaration

6. Fishing Trawler/ Boat - Other Details:

Category of Station	FishingTrawlers/Boat
Nature of Service Performed	FISHING VESSEL
Name of the person or agency by whom the radio Telegrams & radio telephone call accounts shall be settled.	
Address of person or agency by whom the radio telegrams & Radio telephone calls account shall be settled	
Pincode	
State	
District	
Certified Operator Minimum Number	
Certified Operator Minimum Qualification	
Daily Hours of Operation	Select --

Previous Next

Save Draft | Validate Application | Preview Application Form | Submit

Home / WPC / Apply for Network Licence

APPLICATION FOR WPC(NETWORK LICENSE-Captive Trunking- Below 806 MHz)

Save Draft | Validate Application | Preview Application Form | Submit

Company Information | Application Type | Technical Details | No of Stations | Station Details | Equipment Details | Upload Documents | Undertaking | Terms & Conditions | Declaration

5.No.Of Station Details

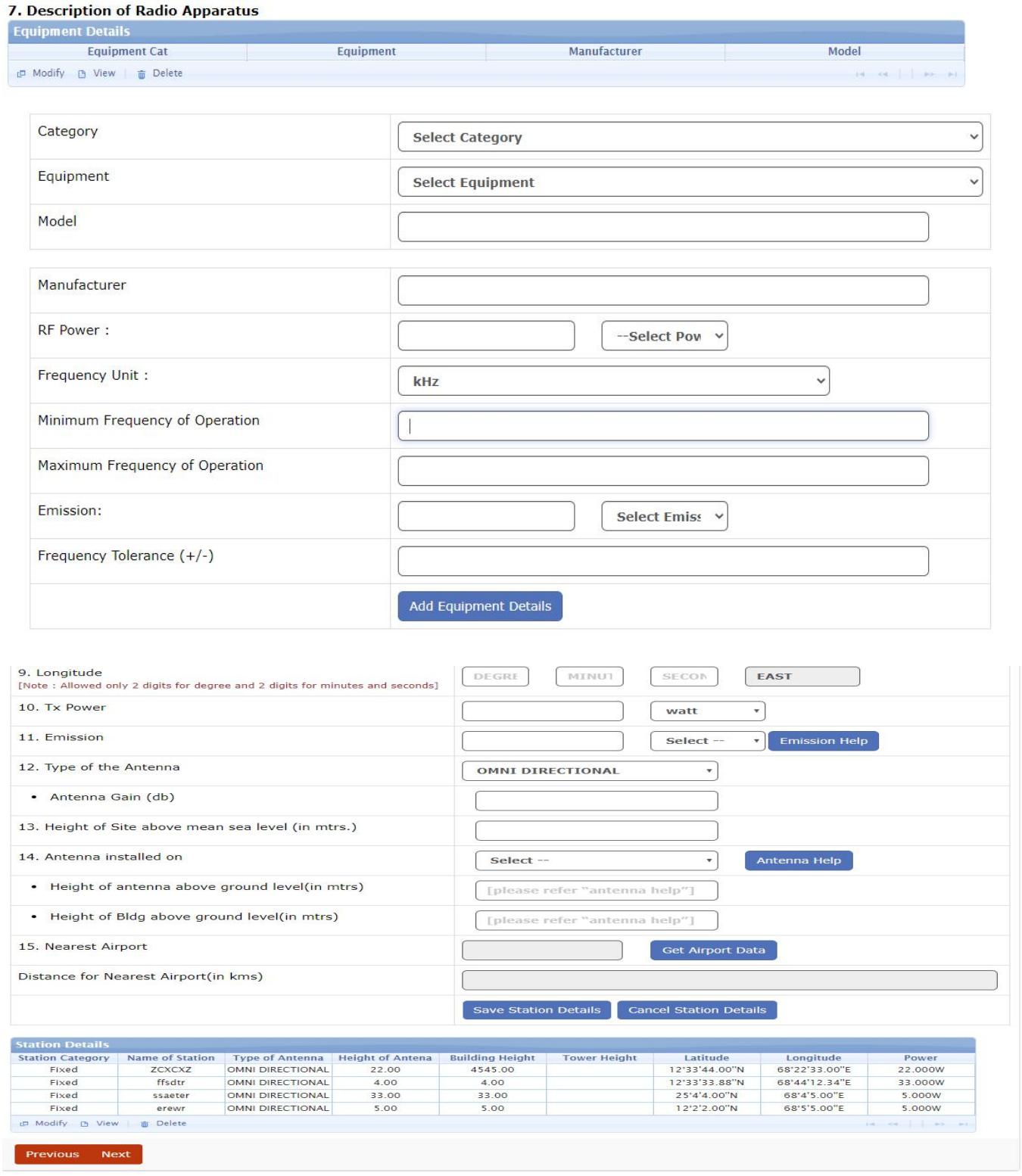
	Operational	Standby
1. No of Fixed Stations (Excluding Repeater Stations)	0	
2. No of Repeater Stations	0	
3. No of Handheld Stations	0	
4. No of Vehicle Mounted Stations	0	

Previous Next

Save Draft | Validate Application | Preview Application Form | Submit

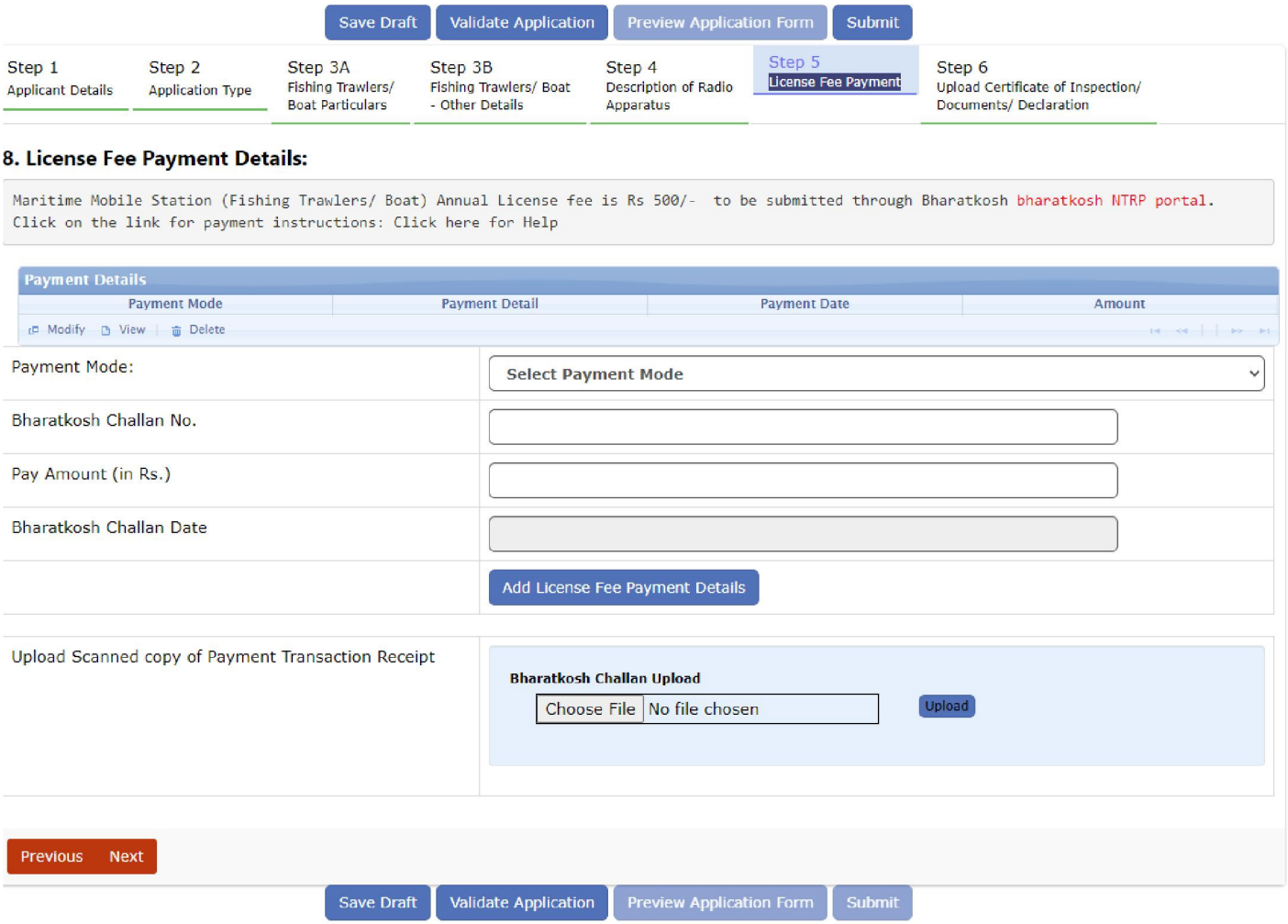
2.3.5 Radio Apparatus Details

Add Radio Apparatus details in this step.



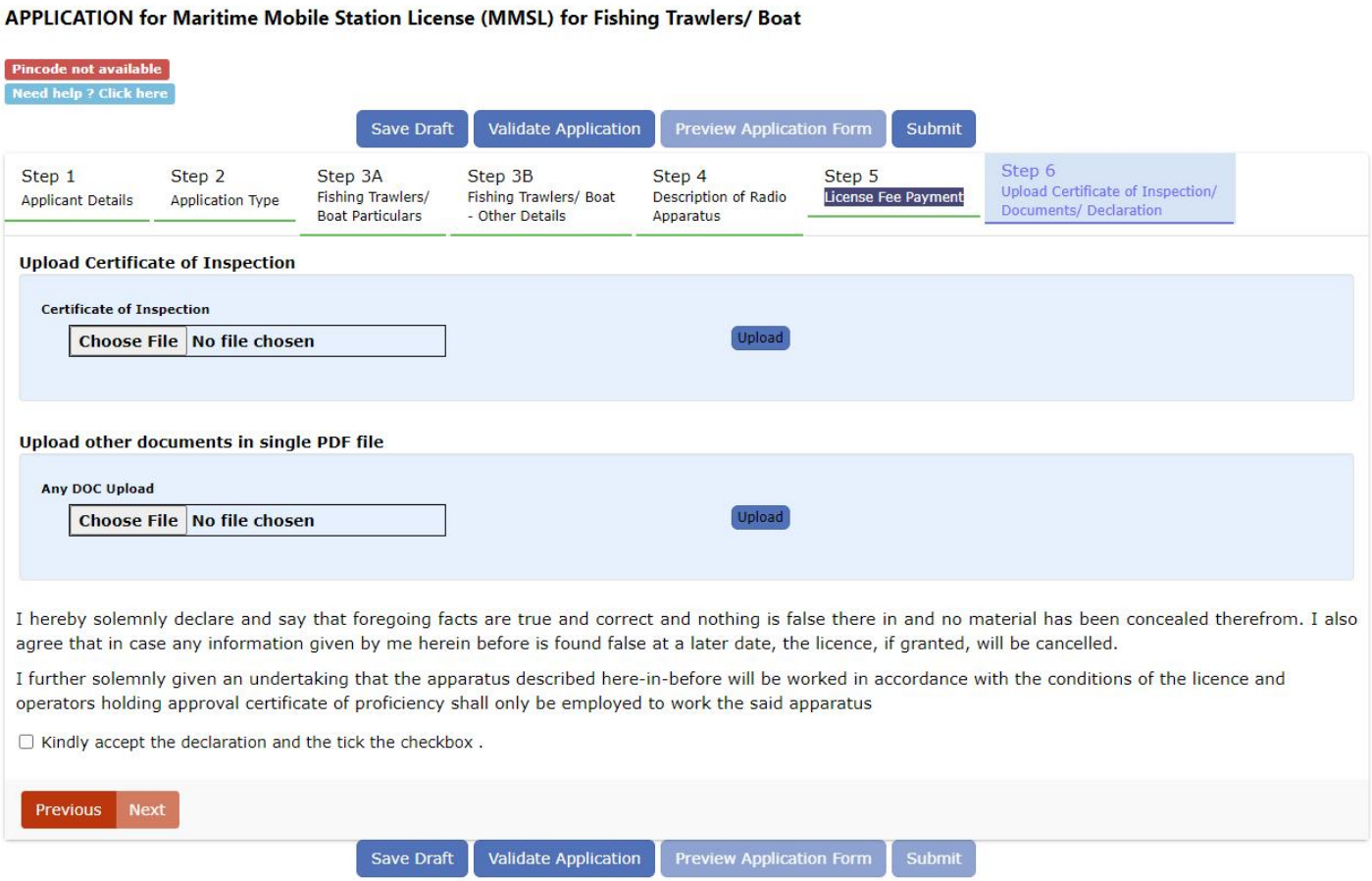
2.3.6 License Fee Payment Details

Add License Fee Payment Details in this step.



2.3.7 Upload Documents

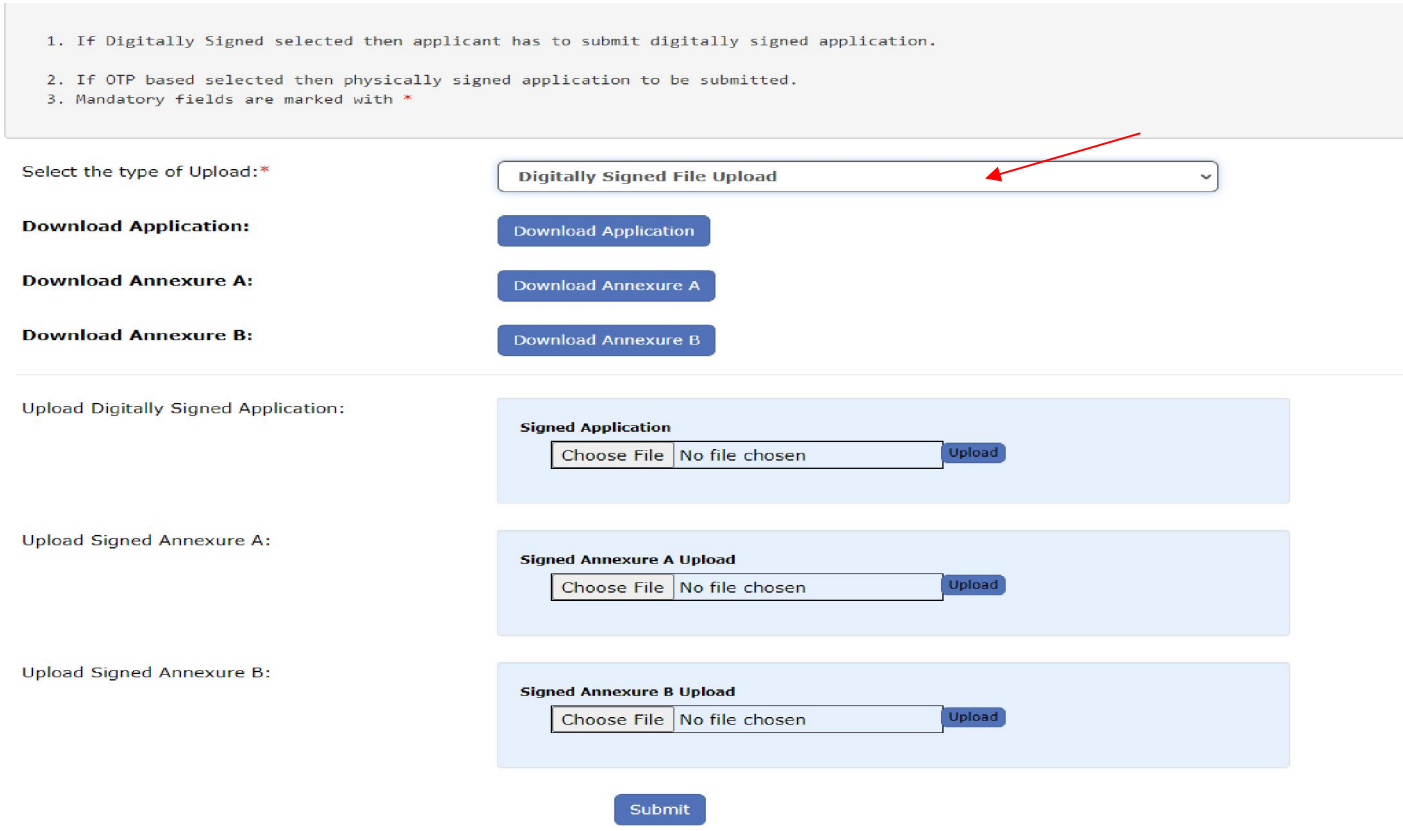
Upload Documents such as Certificate of Inspection, any other documents etc...



Once the details are added then validate application using “Validate Application” button and if validated successfully then “Submit” button will be activated. Once the application is submitted you will be redirected to dashboard.



Once you click on “Upload Signed Application” following screen for upload signed application will appear.



After you submit signed application click on "Submit" button. Once submitted you will be redirected to dashboard.

10	RLO040920200600187	Maritime Mobile Station License (MMSL) for Fishing Trawler/Boat	26-06-2020	Application submitted	Application scrutiny in process	

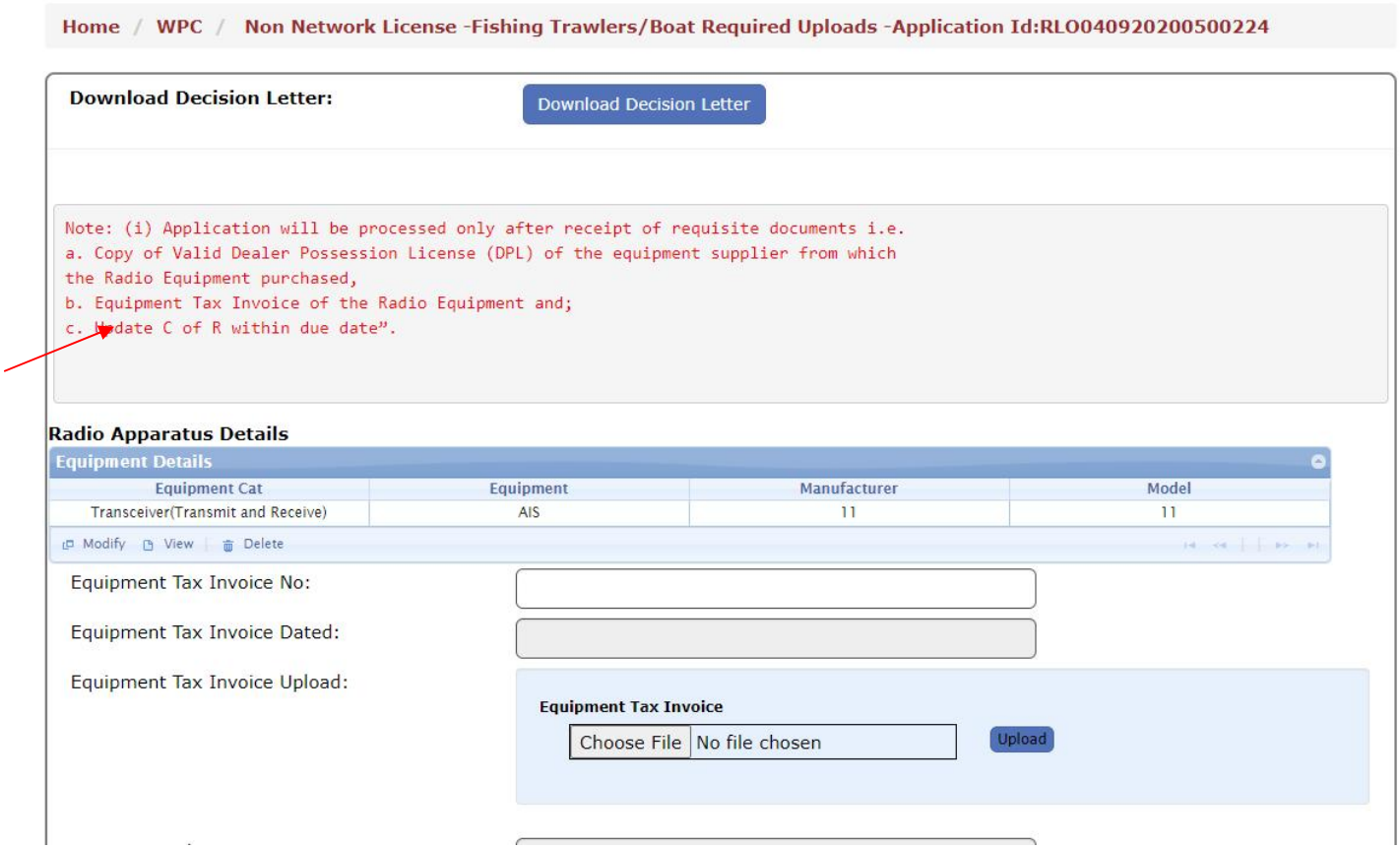
Application is submitted for issuance of Decision Letter. If there is any problem with application RLO nodal officer will revert the application back to applicant, and applicant has to modify and resubmit again.

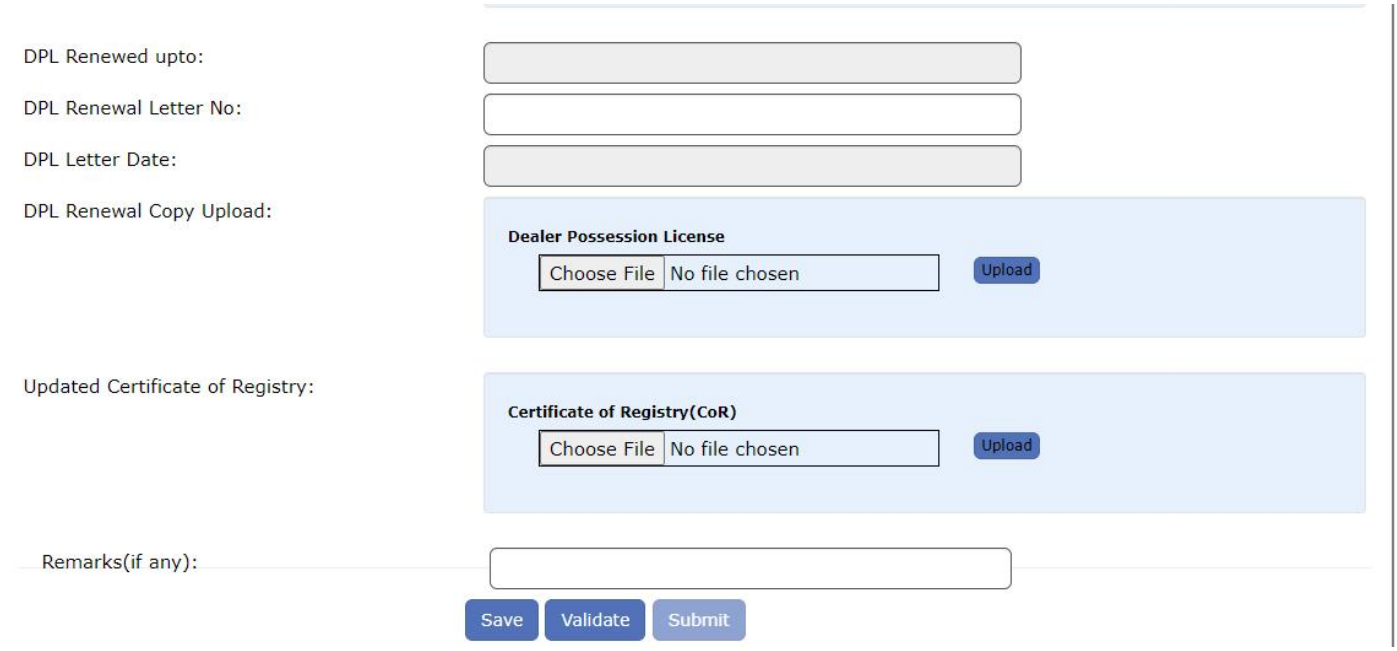
If everything is in order and scrutiny is successful then DL will be issued. And applicant has to submit the documents for issuance of Fishing Boat License.

2.4 Upload Documents for Fishing Boat License

6	RLO040920200400011	Maritime Mobile Station License (MMSL) for Fishing Trawler/Boat	08-04-2020	DL issued and Pending for Upload of Documents	Upload Documents	

Click on "Upload Documents" to upload documents for fishing boat license.





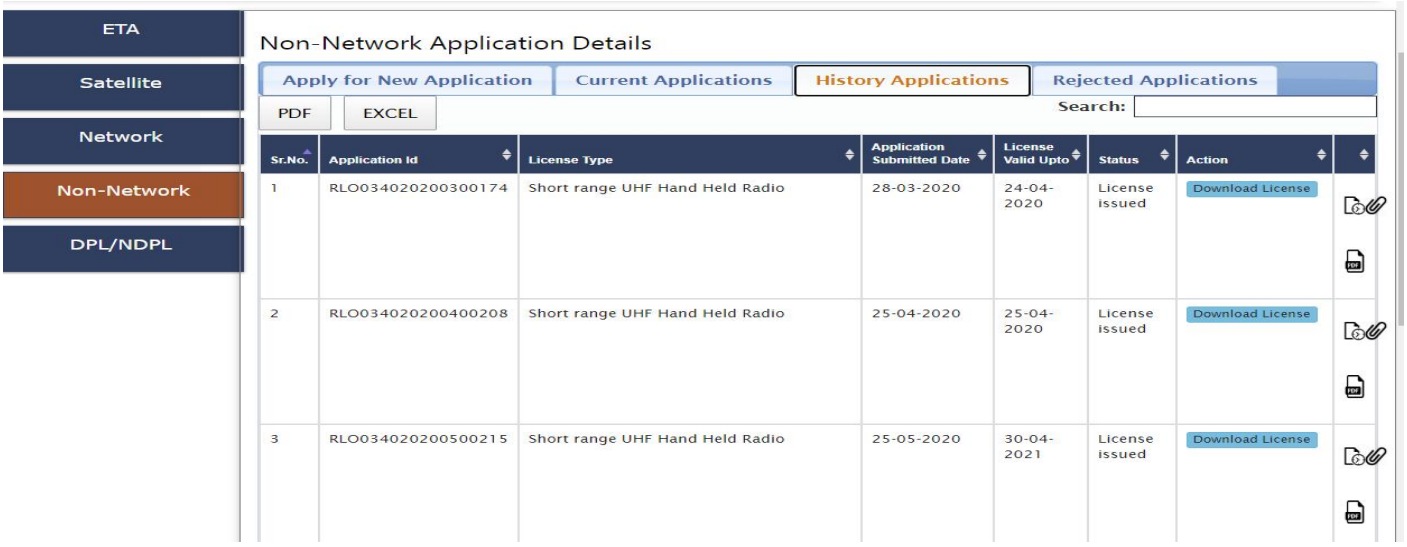
Applicant can modify equipments to add/modify details such as model and serial no.

Applicant should also submit equipment invoice, DPL details and upload the documents.

Submit the details and RLO nodal officer will scrutinize the uploads and details and if everything is in order Fishing boat License will be issued else documents will be reverted for re upload.

2.5 Download License

Click on Download License to download Fishing Boat license.



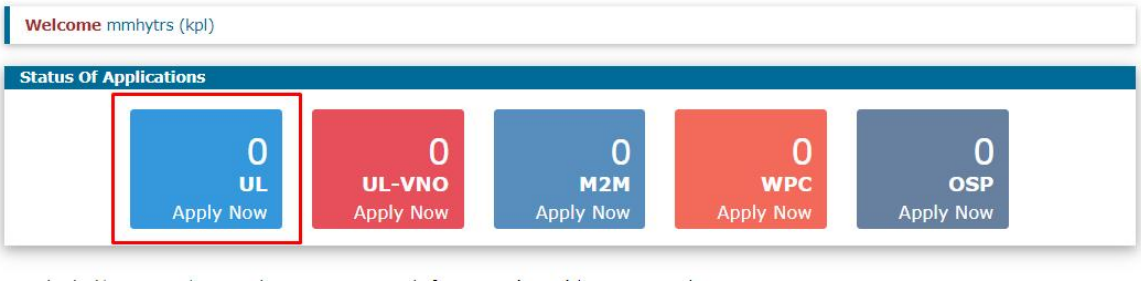
2.6 Profile Update without Scrutiny

If no **application** is in process in any module OSP/ UL / UL-VNO /WPC then Profile Update without Scrutiny form will appear in **all modules**. User can update multiple times in any module until application applied and in process.

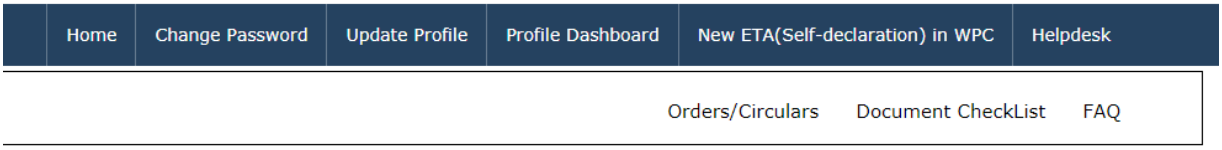
If any application is in process then user can update profile after successful scrutiny by respective DOT officer (Refer 2.8 Profile Update with Scrutiny).

STEPS:

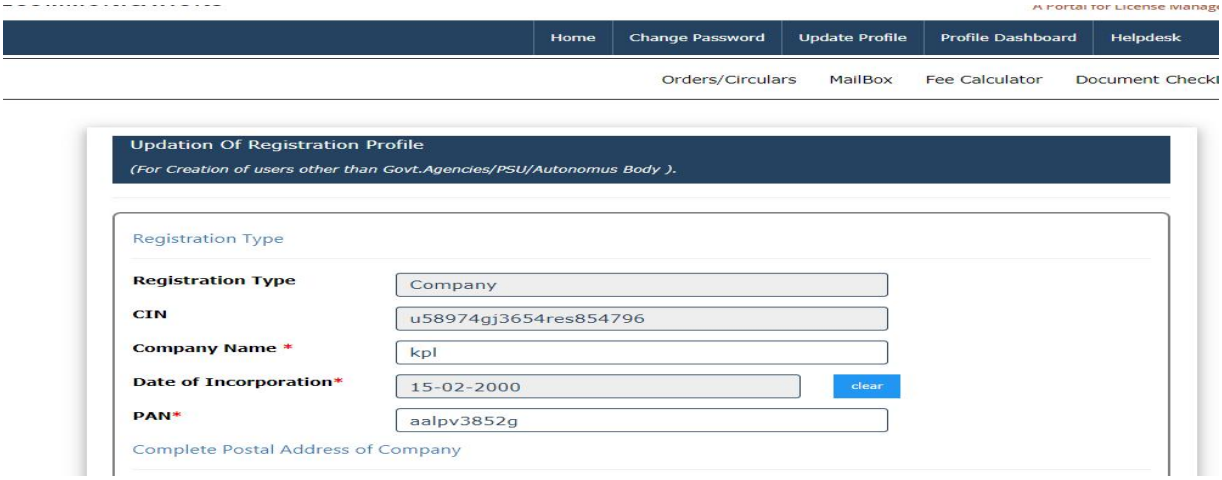
1. after user login, click on any module



2. Click on Update Profile



3. Update profile without scrutiny form will appear



1. User can update profile multiple times until new application is applied and in process