User Manual

(For Applicant)

Online Registration for MMSL and AMSL Certificates

Department of Telecommunications

Government of India

11th 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.
- **MMSL** : Maritime Mobile Station License .
- **AMSL** : Aero Mobile Station License

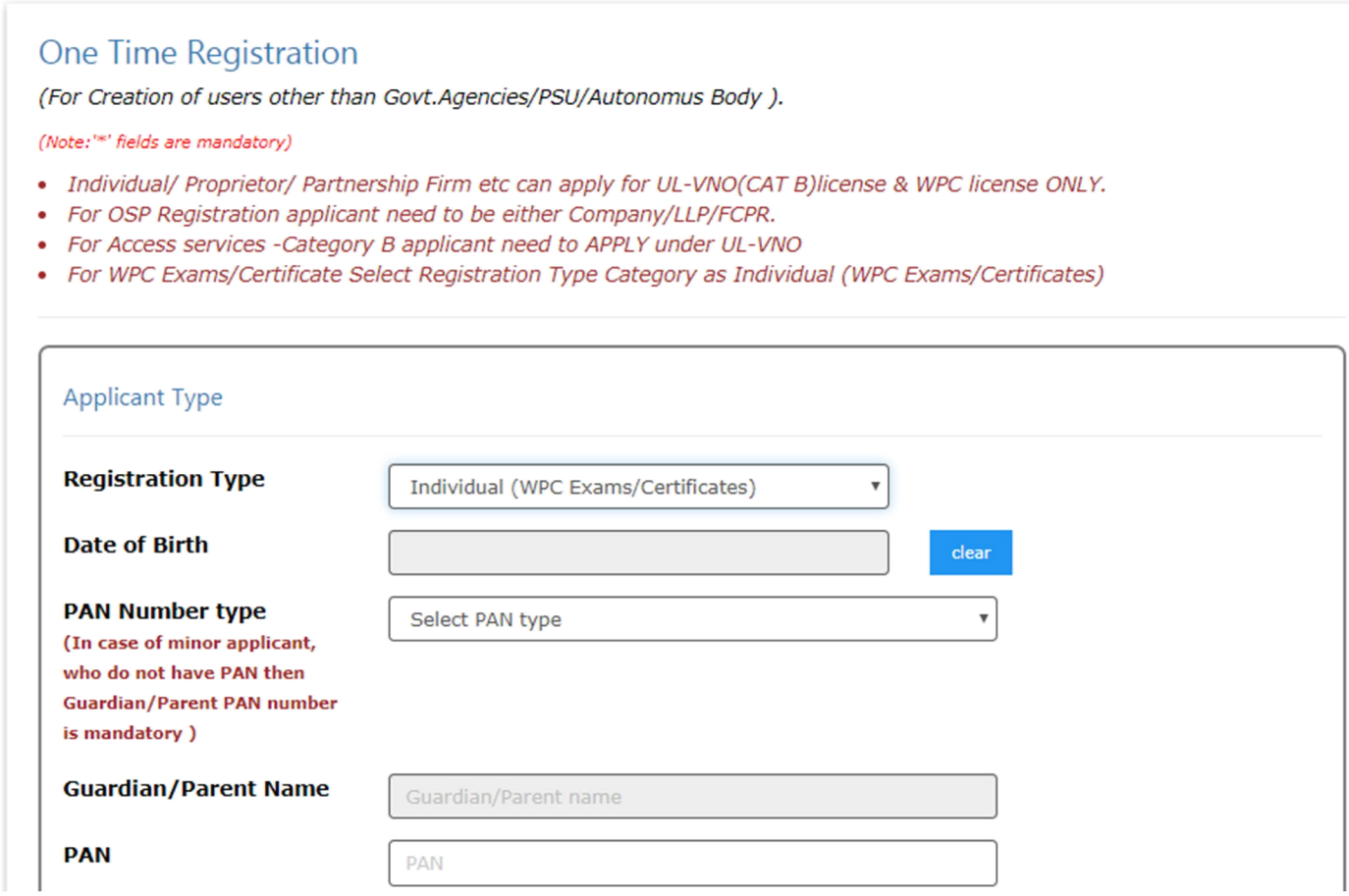
Section-2

MMSL/AMSL COMMON PART

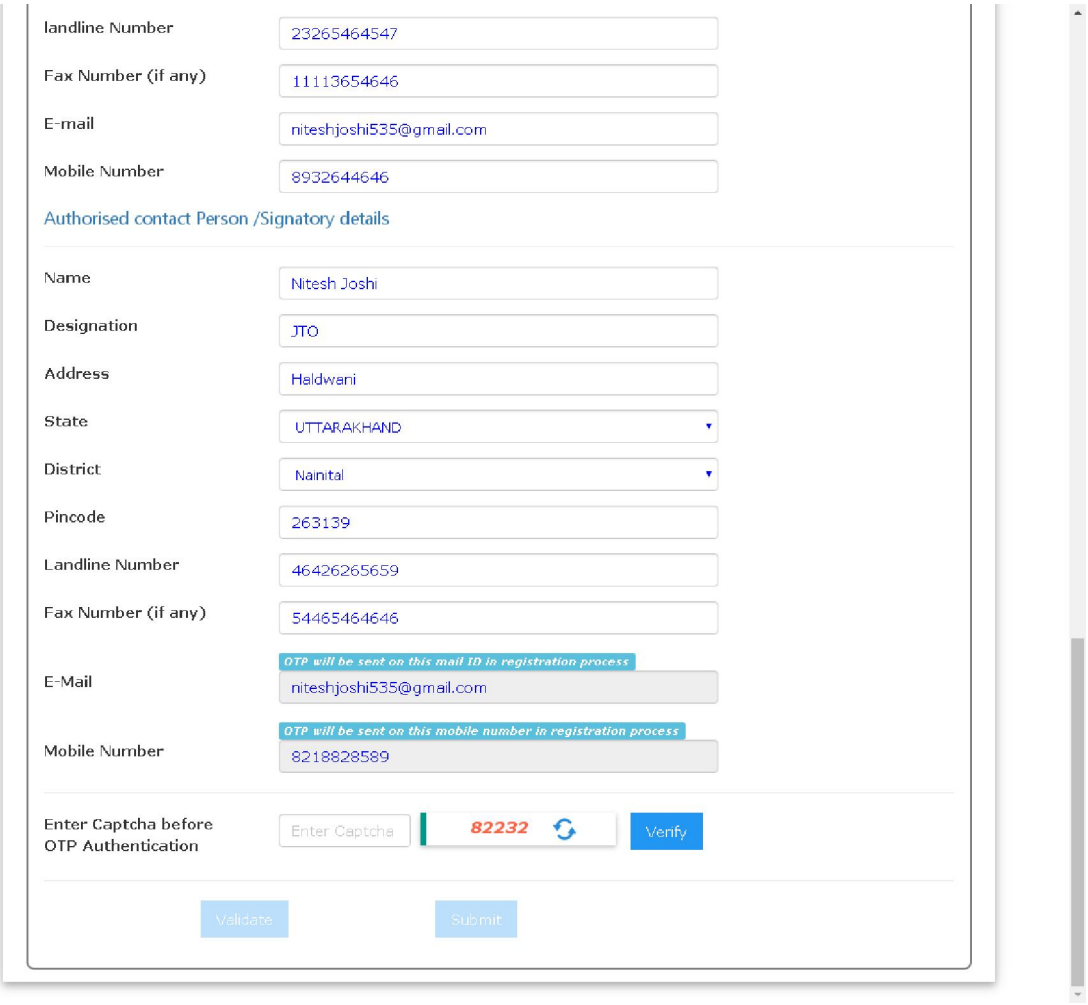
2.1 Registration

(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.

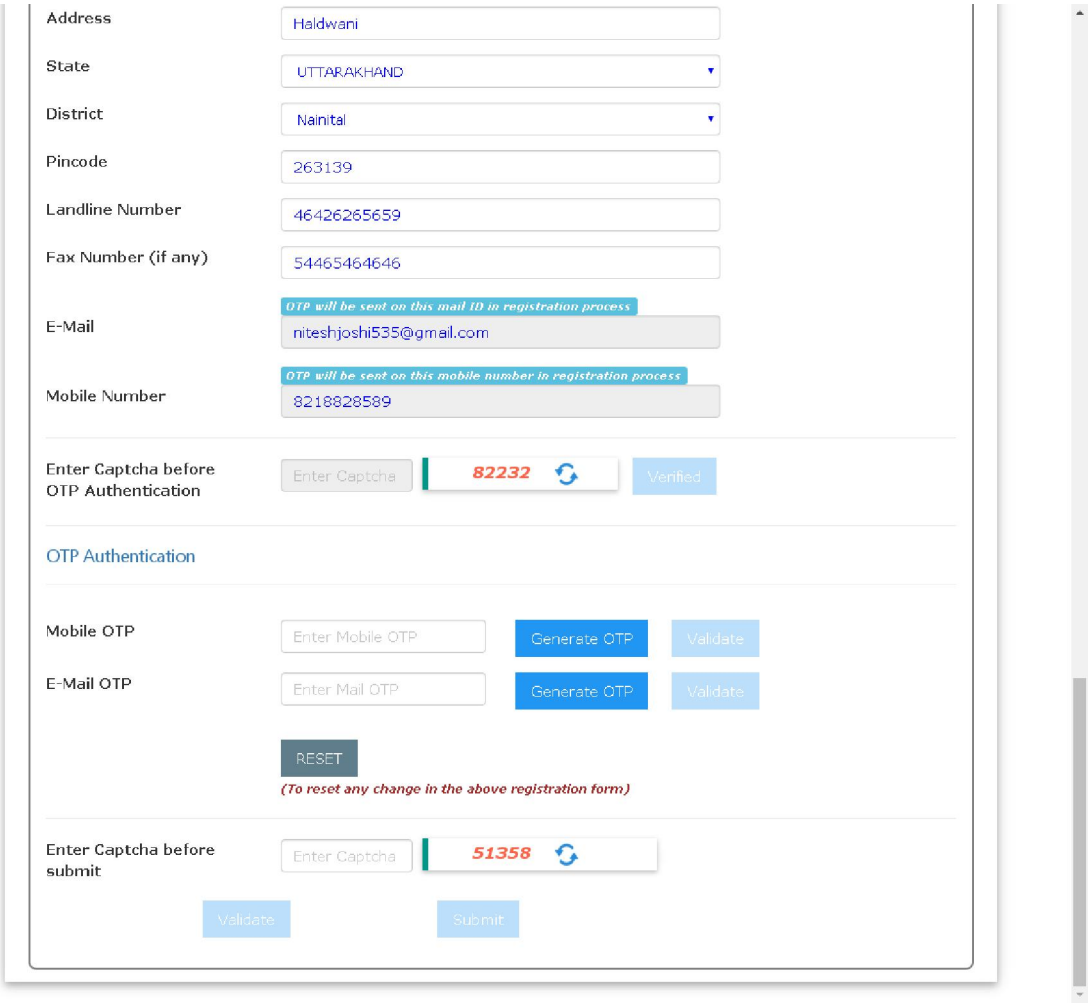
To apply for Exam/Certificates select Individual(WPC Exams/ Certificates) or *Individual/ Proprietor/ Partnership Firm* in **Registration Type**.



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

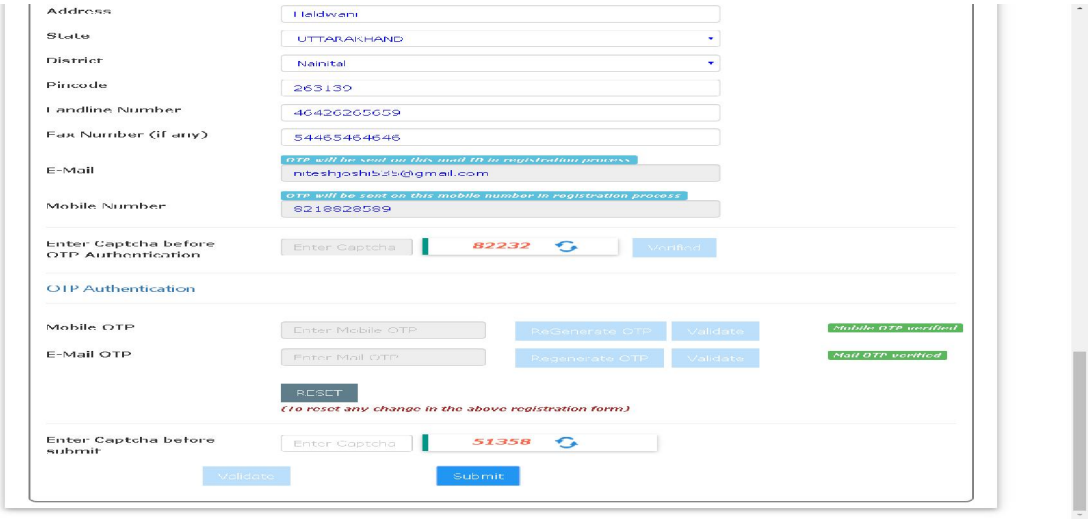


After successfully verifying the **CAPTCHA Code** you will see the below screen in which there are separate buttons for generating OTP's for **E-Mail address & Mobile Number.** Please click on each button to get the respective OTP's.



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.



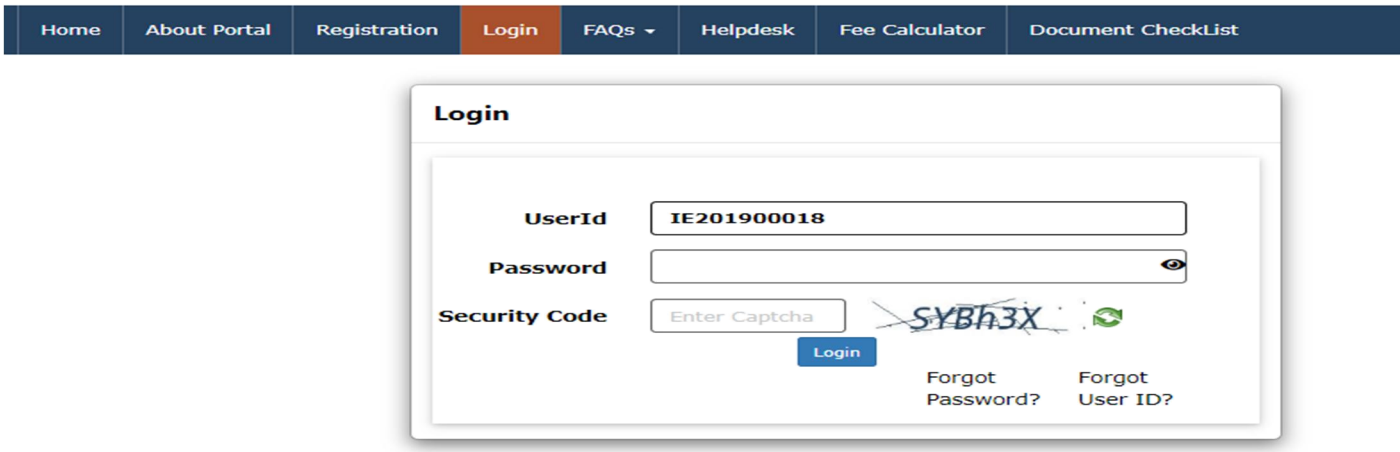
The user credentials will be sent to the **E-Mail address** of the applicant.

Note: Only Individual (WPC Exams/ Certificates) or *Individual/ Proprietor/ Partnership Firm* can apply for AMSL/ MMSL License.

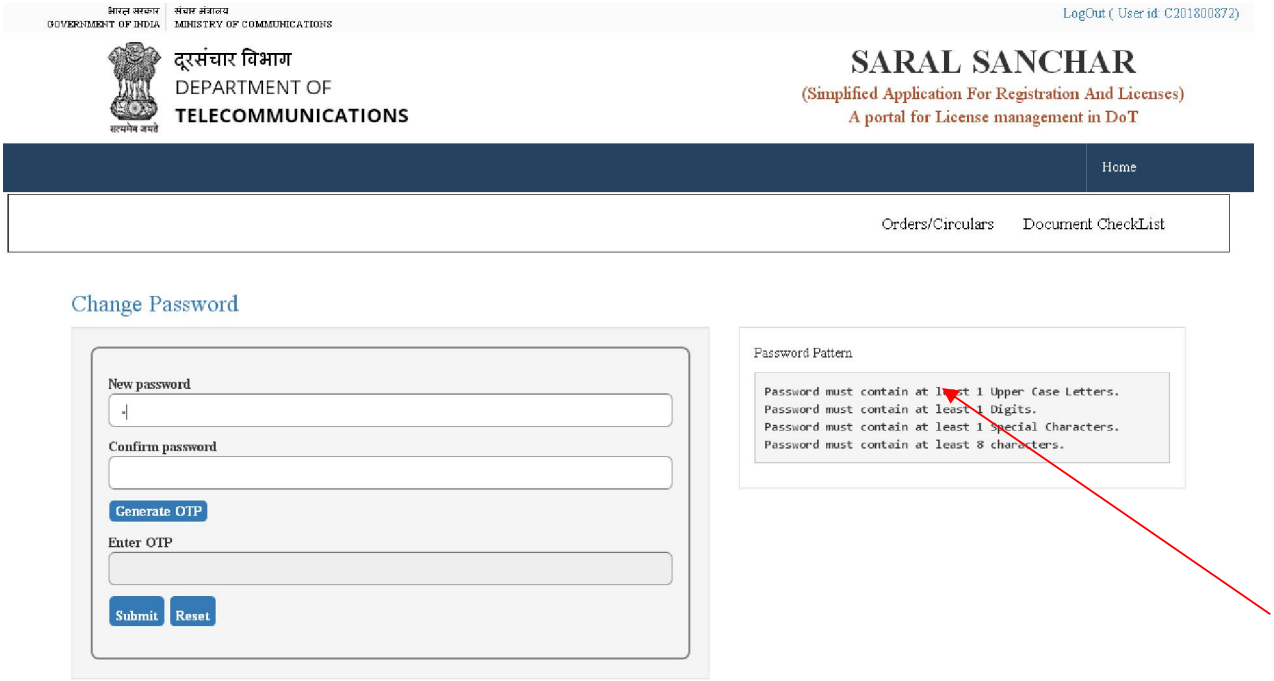
2.2 First Login

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**.



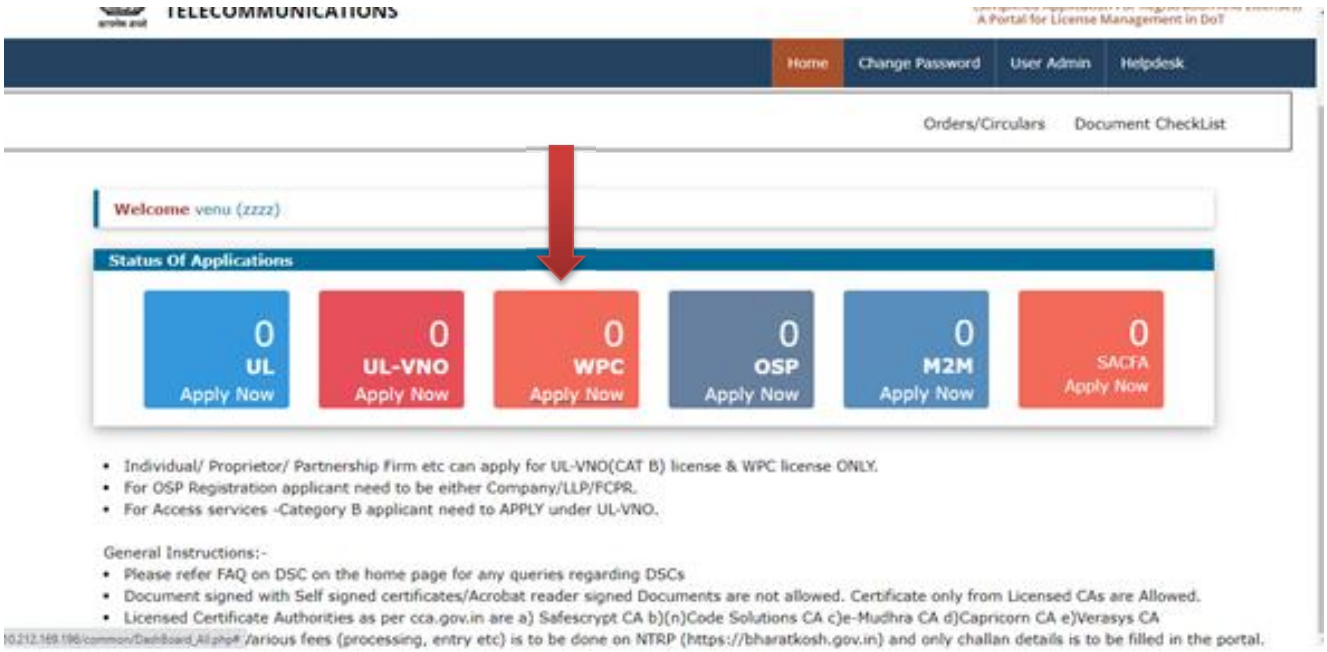
Enter the **New Password** & **confirm** the New Password (***The password must be according to the instructions appearing on the right side of the page as shown above by the red arrow***) &then click on **Generate OTP** button. An OTP will be sent to your mobile phone. Please enter the OTP and click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

Section-3

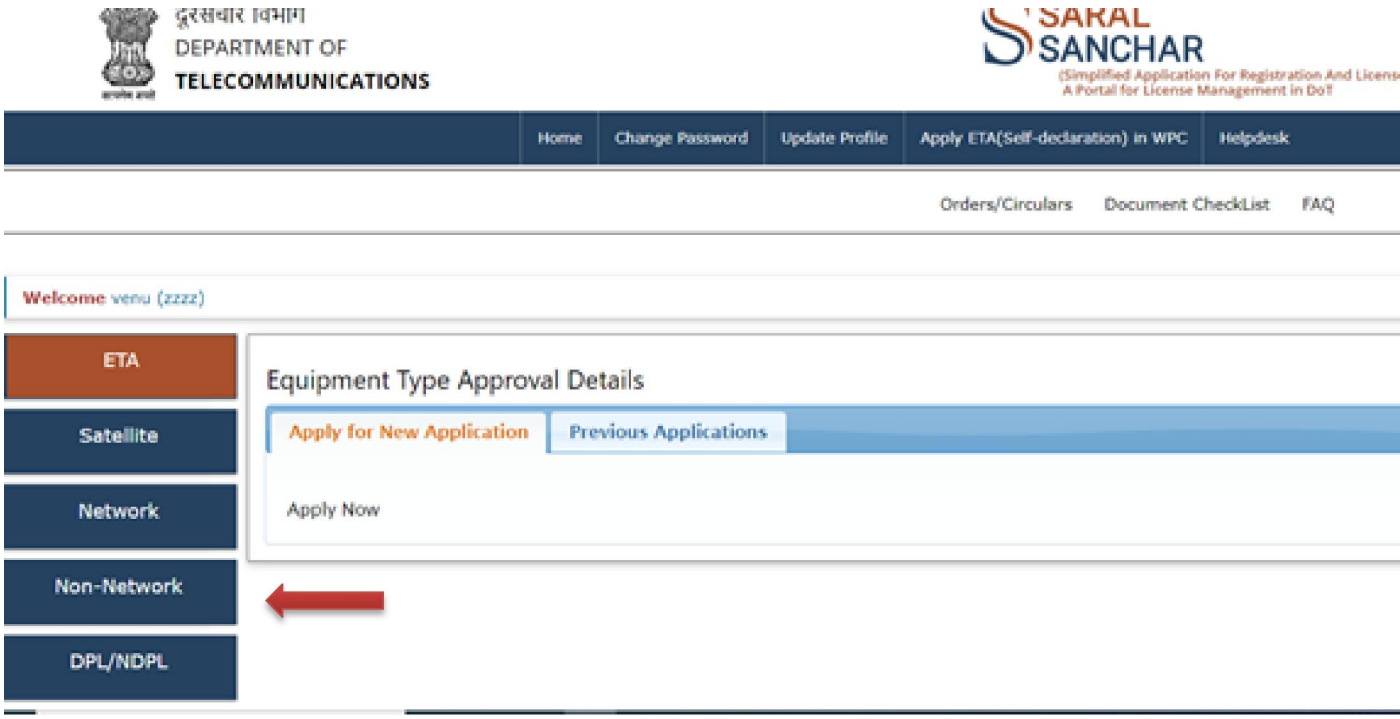
AMSL PART

After submitting correct login credential user will get the following menu.

Click on WPC for Non Network MMSL and AMSL Licenses



Now Click on Non-Network Tab for MMSL and AMSL Licenses

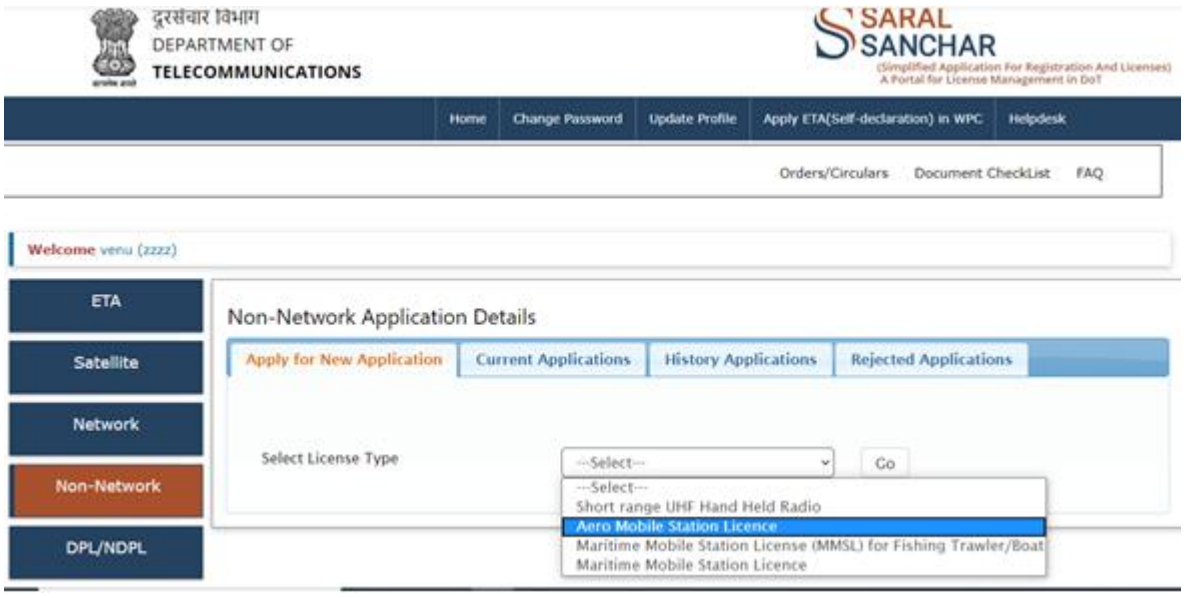


After Selection of Non-Network User will get 4 Tabs

- Apply For New Application
- Current Application
- History Application
- Rejected Application

Now In Apply For New Application Select Aero Mobile Station License for Submission of form

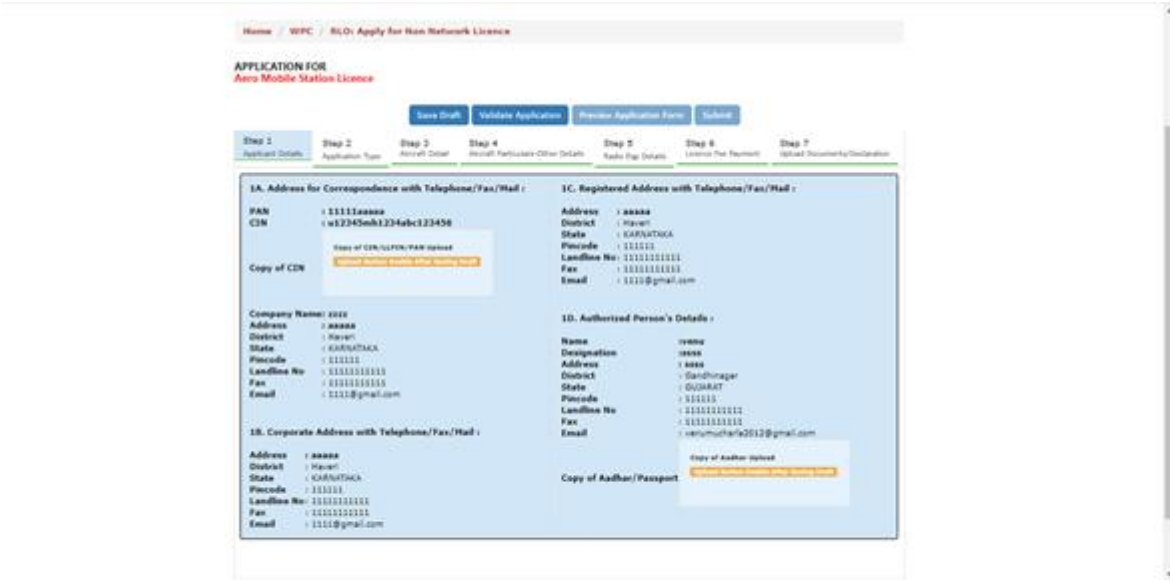
3.1 Apply for New Application



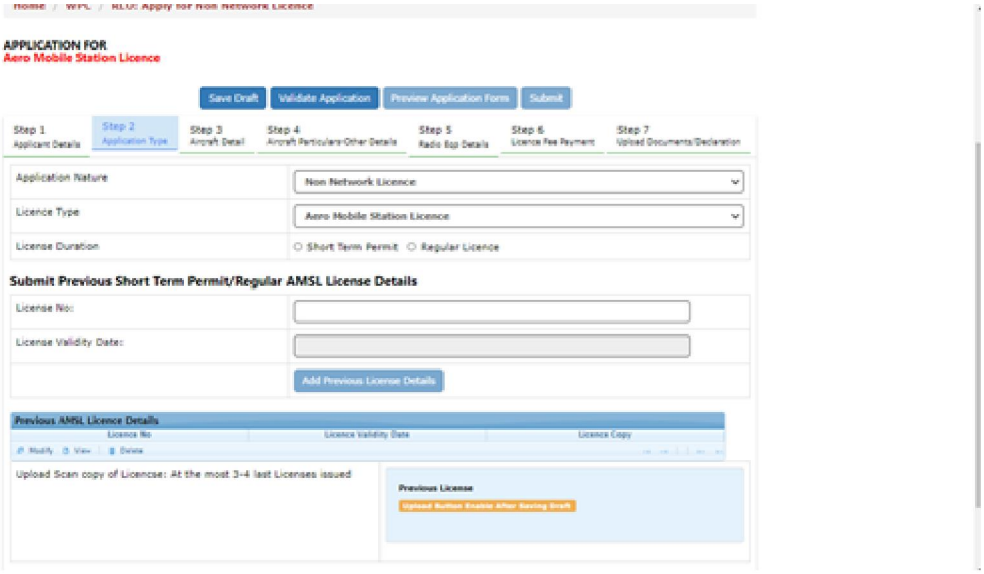
AMSL License details consists of 7 sections

- Section-1 Application Detail
- Section-2 Applicant Type
- Section-3 Aircraft Detail
- Section-4 Aircraft Particulars –Other Details
- Section-5 Radio Equipment Details
- Section-6 License Fee Payment
- Section-7 Upload Documents/Declaration

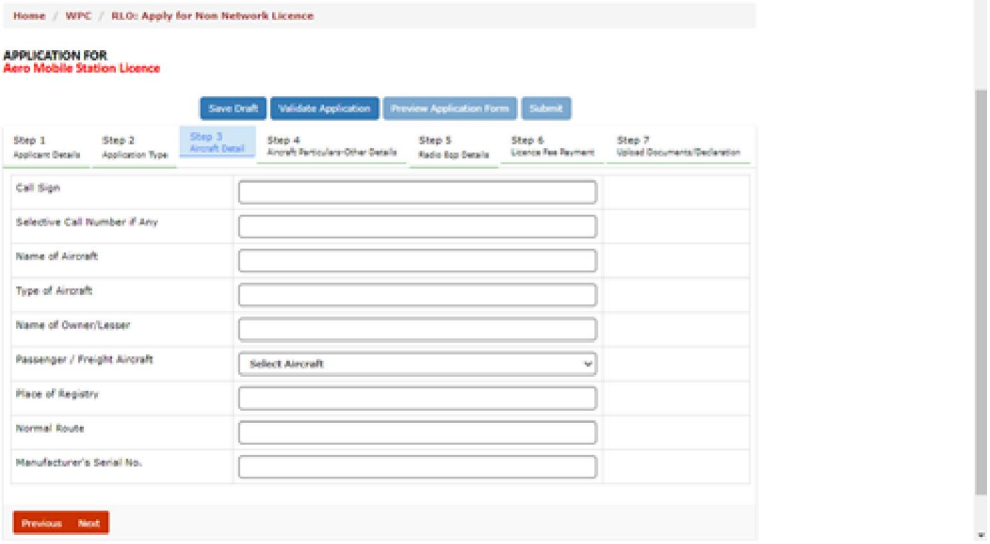
- **Section-1 Applicant Detail**
-



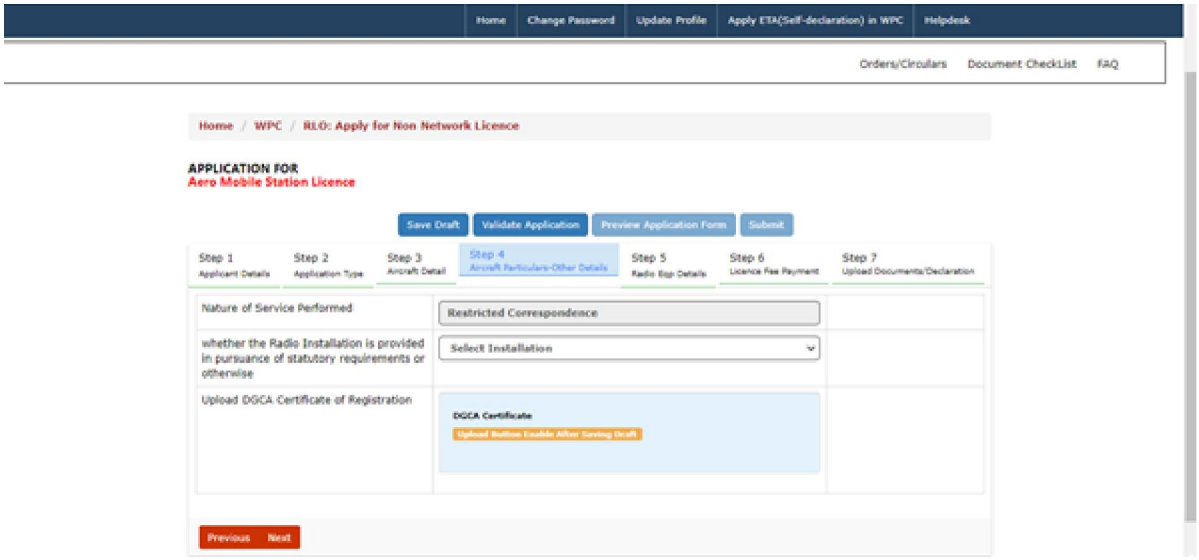
- **Section 2 Application type**



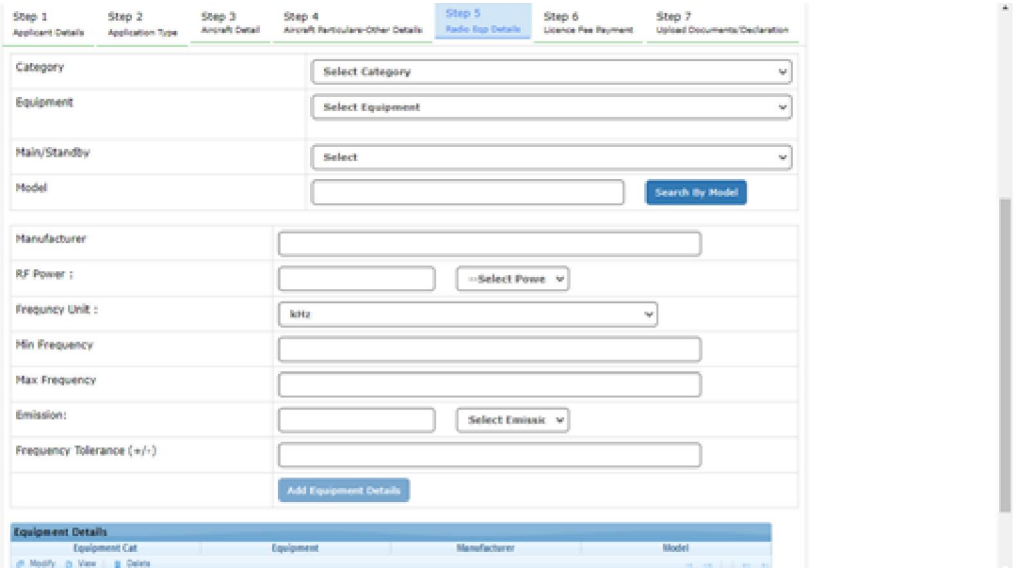
- **Section 3 Aircraft Detail**



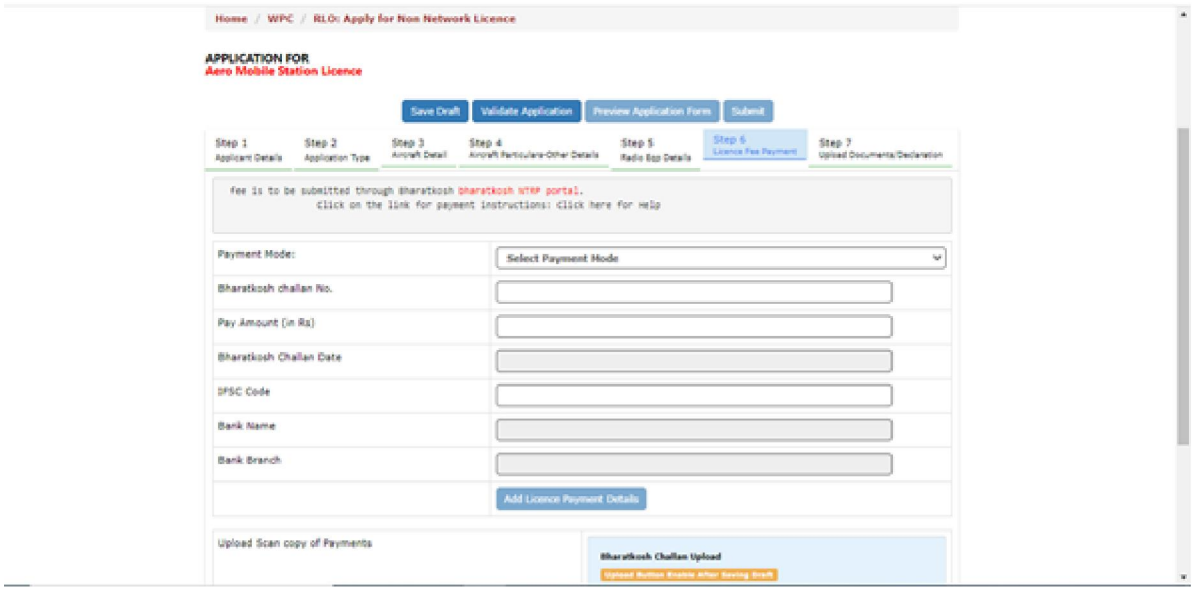
- **Section-4 Aircraft Particulars –Other Details**



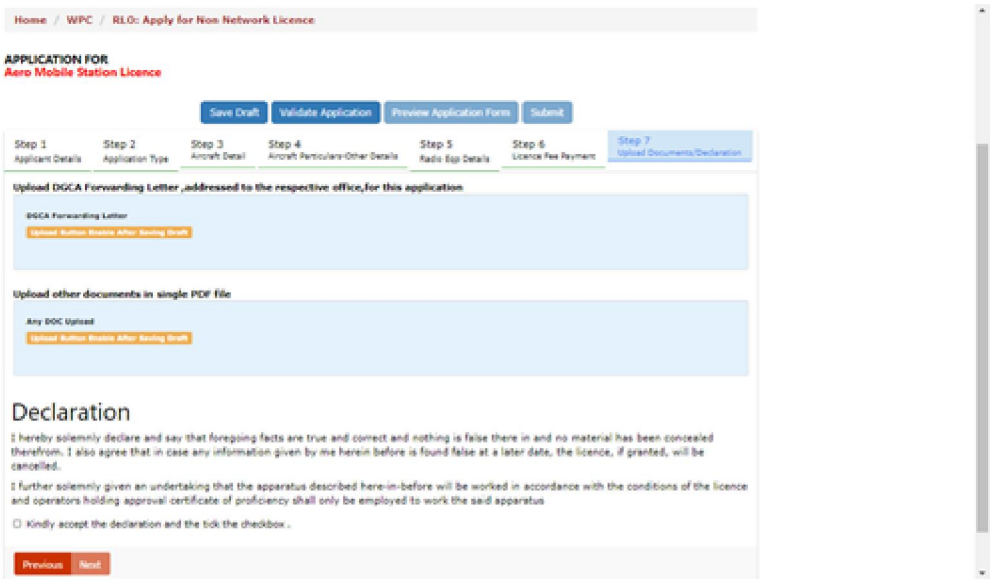
- **Section-5 Radio Equipment Details**



Section-6 License Fee Payment

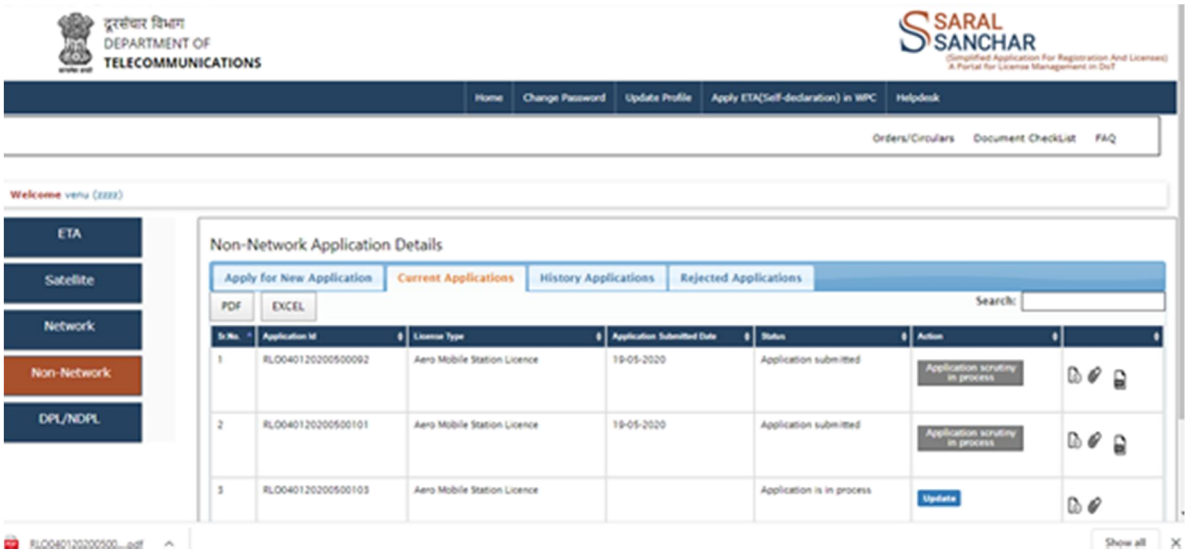


➢ Section-7 Upload Documents/Declaration



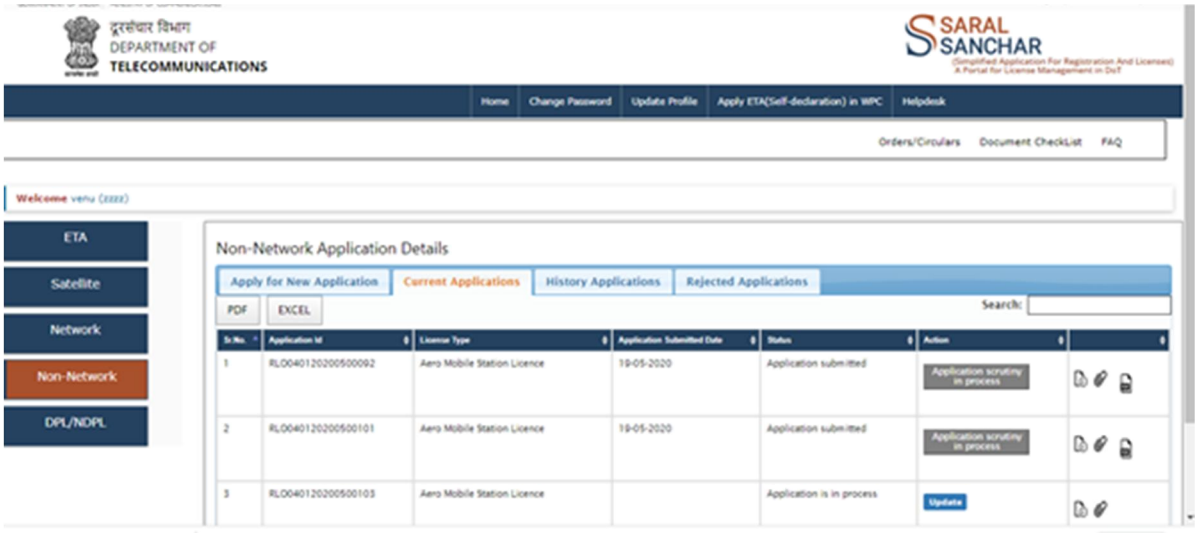
3.2 Current Application

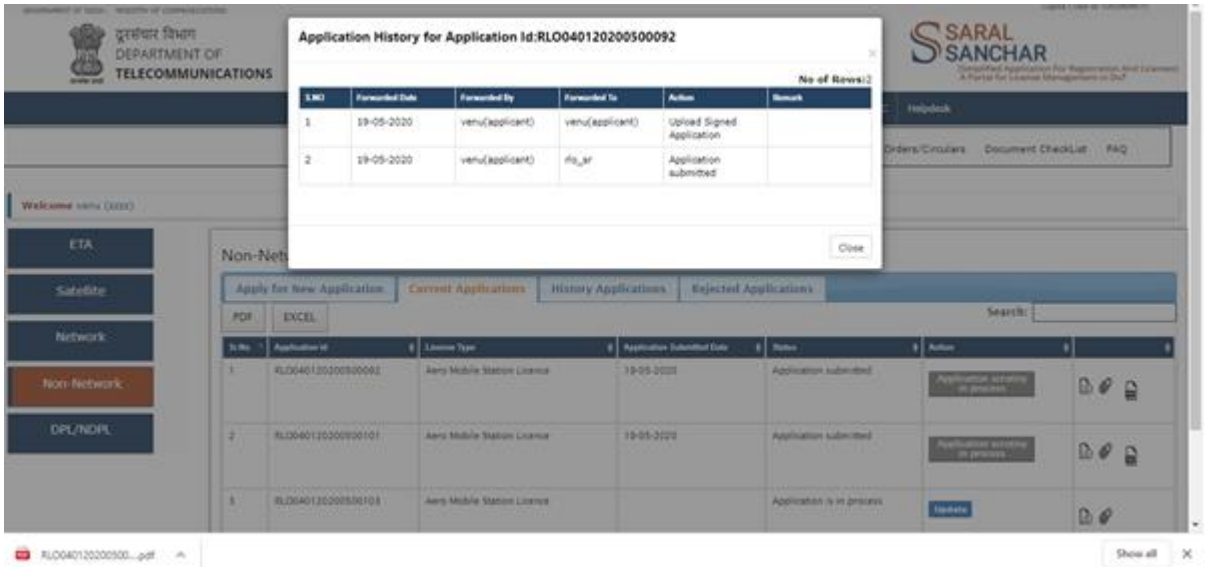
After Successful submission of the form ,User has to download the form and upload the signed copy of form. Status of the form is available in current application



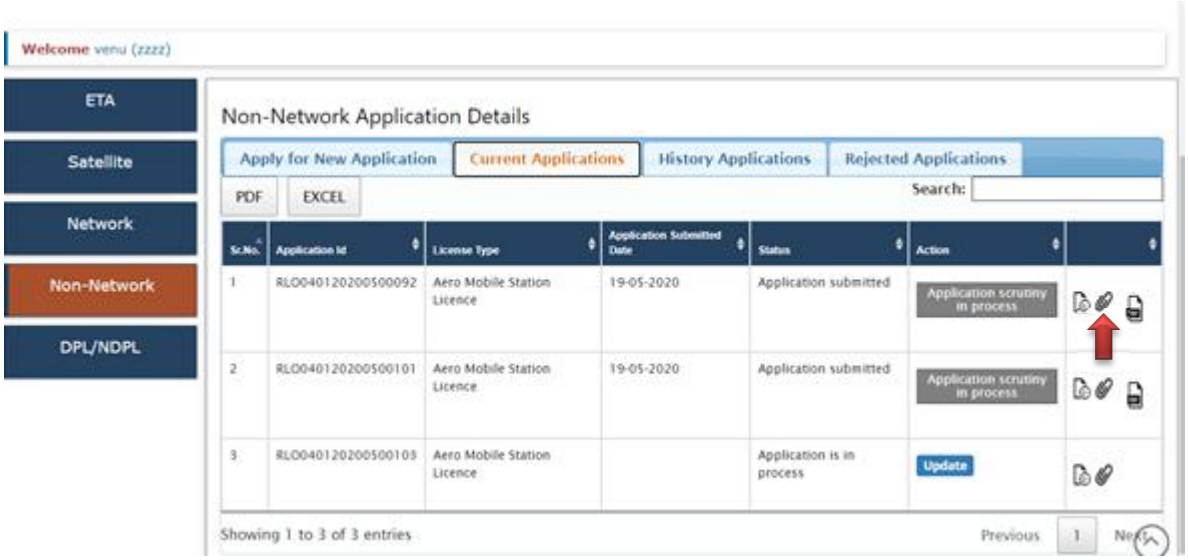
There are 3 icons on the right side 1 History of the Application 2 attachments 3 Download the Application

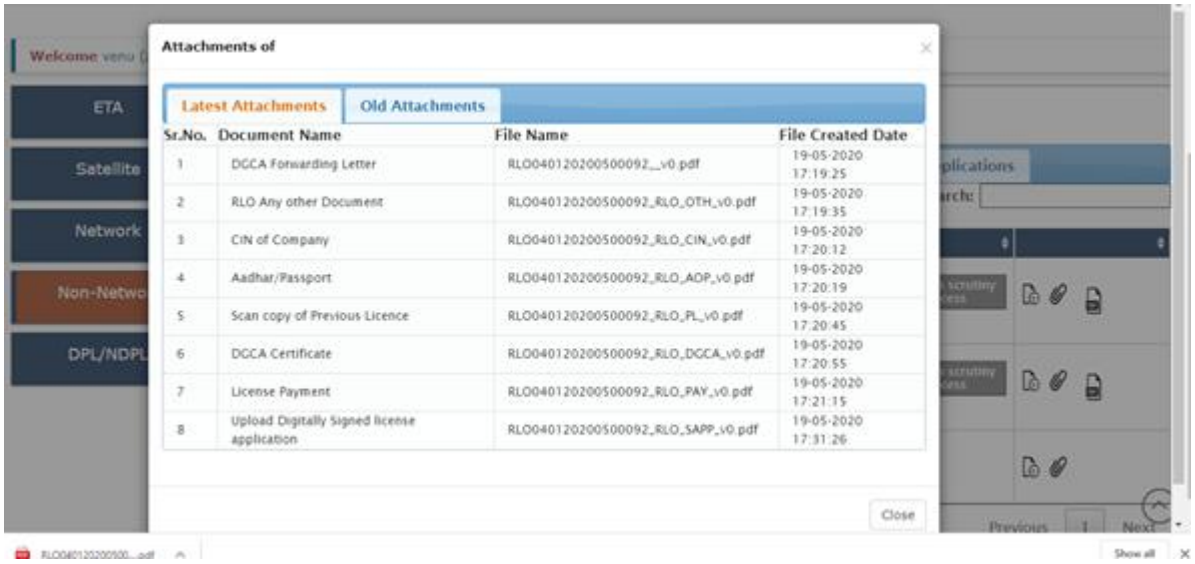
1 History



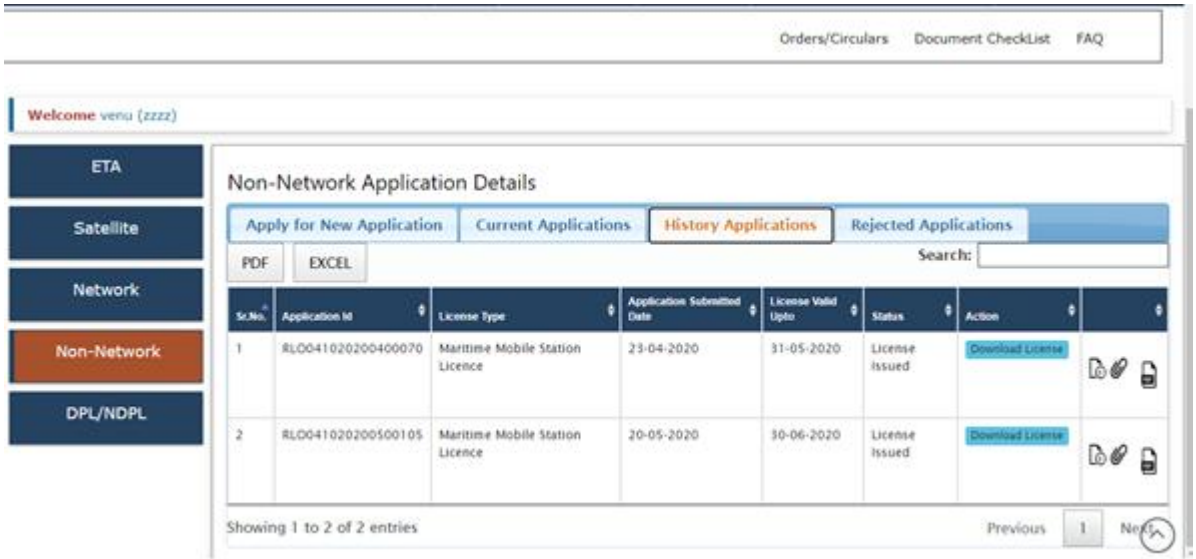


2 Attachments

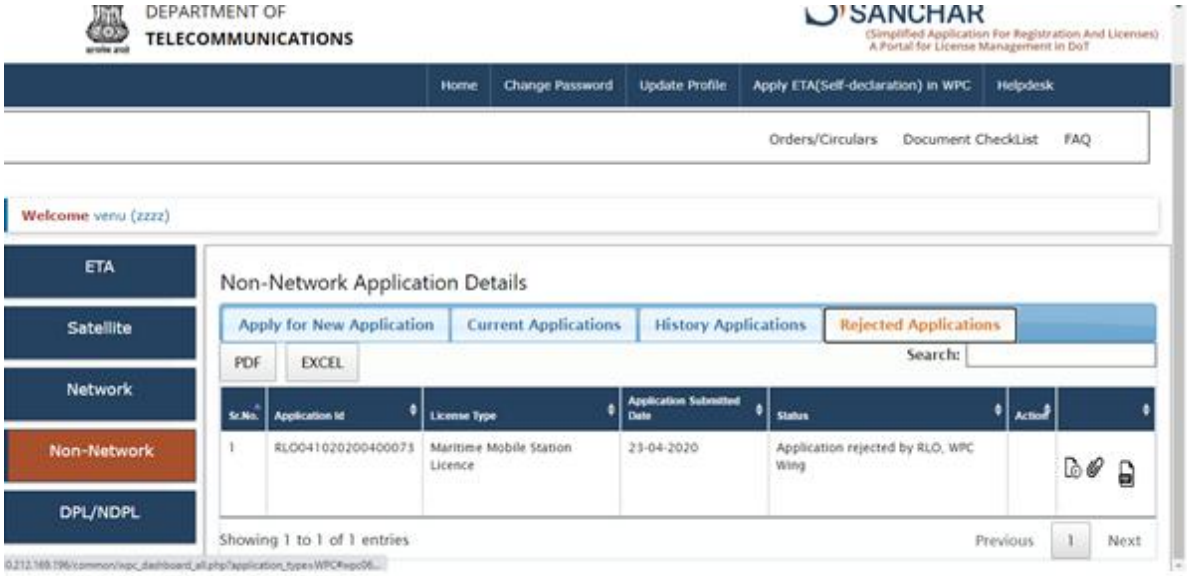




3.3 History Application : Dash Board of Licenses Issued



3.4 Rejected Application : Dash Board of Rejected Licenses

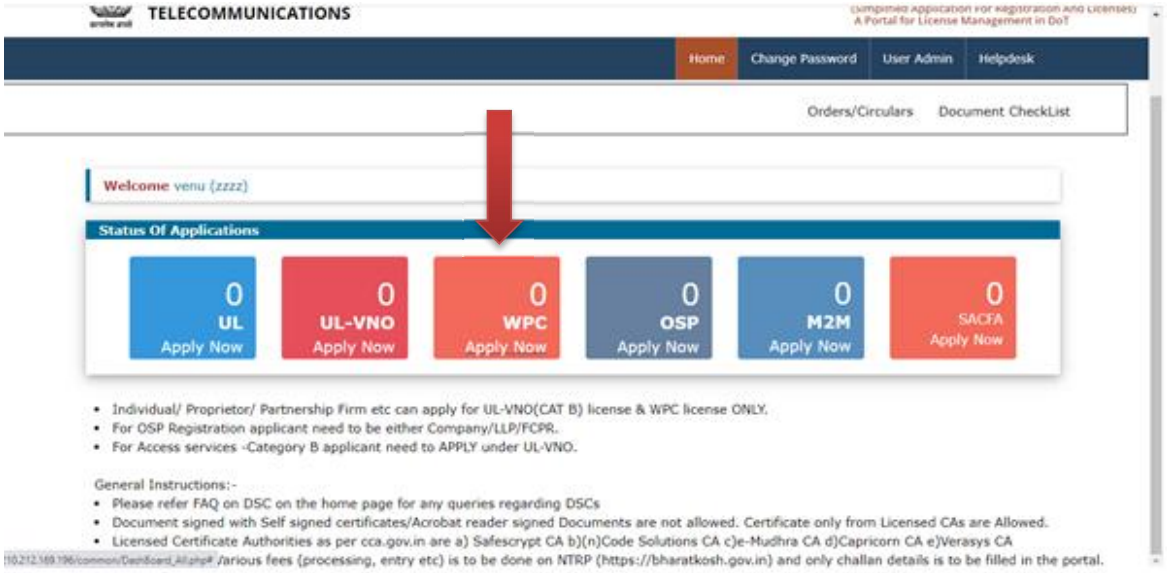


Section-4

MMSL- MARITIME MOBILE STATION LICENSE

After submitting correct login credential user will get the following menu.

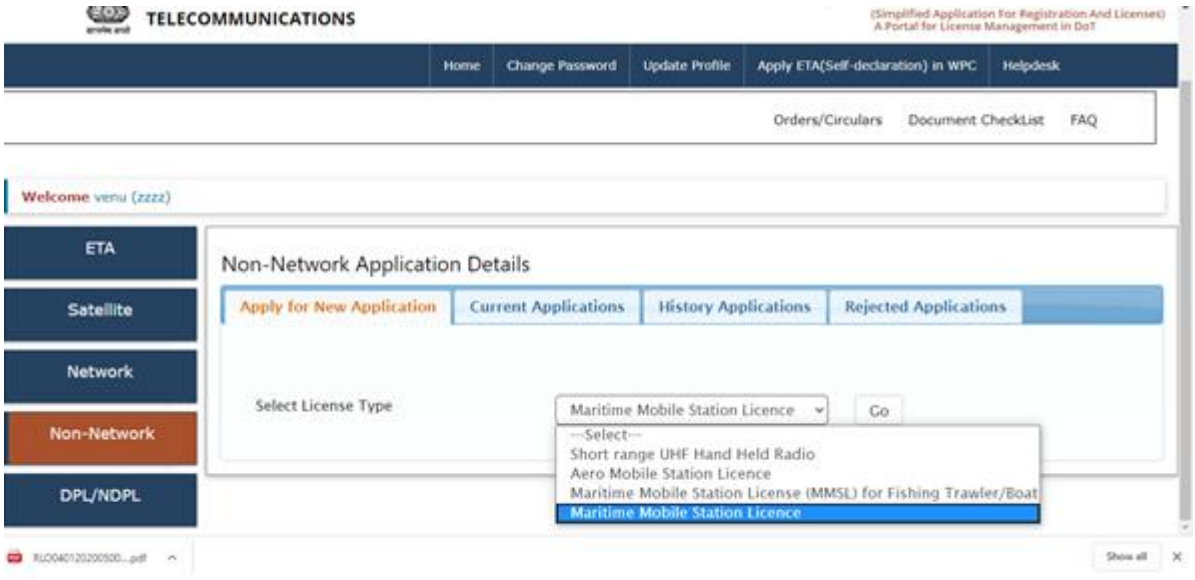
Click on WPC for Non Network MMSL and AMSL Licenses



After Selection of Non-Network User will get 4 Tabs

- Apply For New Application
- Current Application
- History Application
- Rejected Application

Now Select Maritime Mobile Station License for MMSL Form Submission



4.1 Apply for New Application

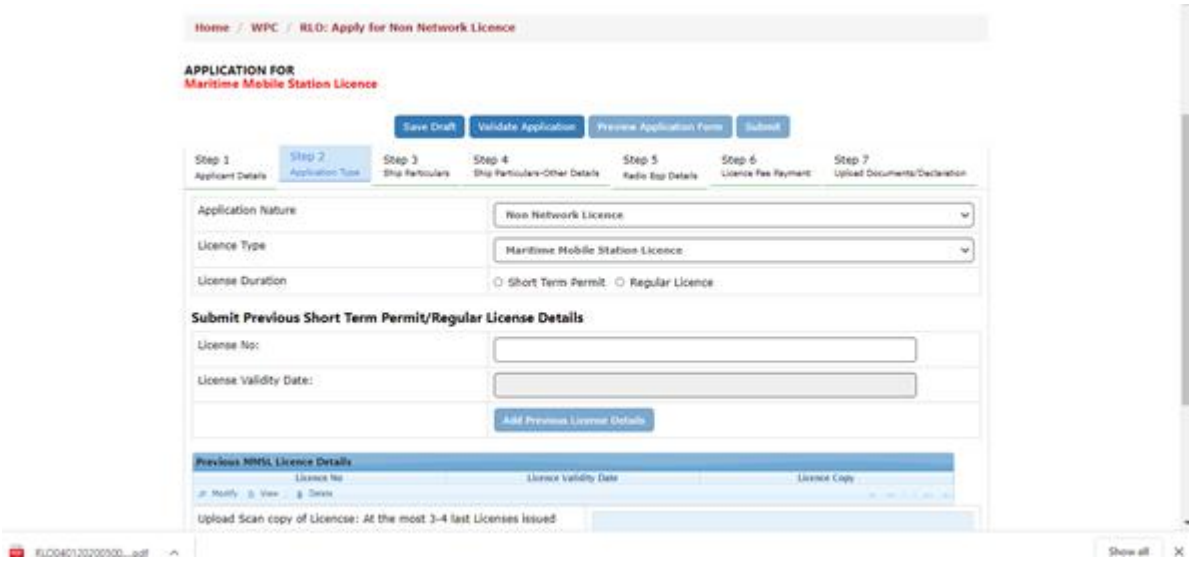
This has 7 sections

- Section 1 Applicant Detail
- Section 2 Application Type
- Section 3 Ship Particulars
- Section 4 Ship Particulars-Other Details
- Section 5 Radio Equipment Details
- Section 6
- Section 7

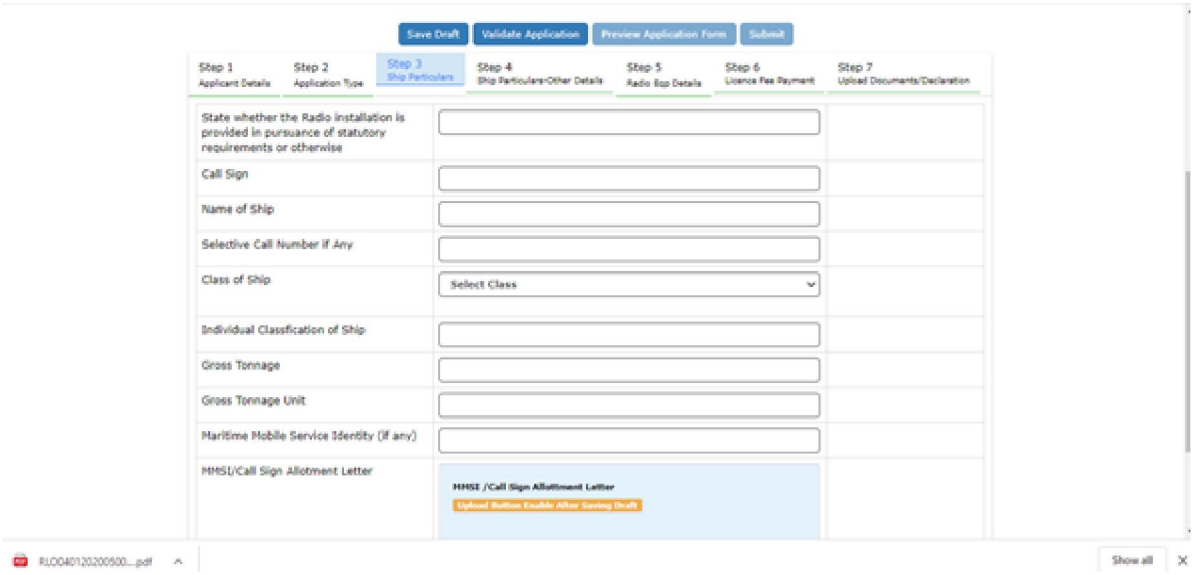
- **Section 1 Applicant Detail**



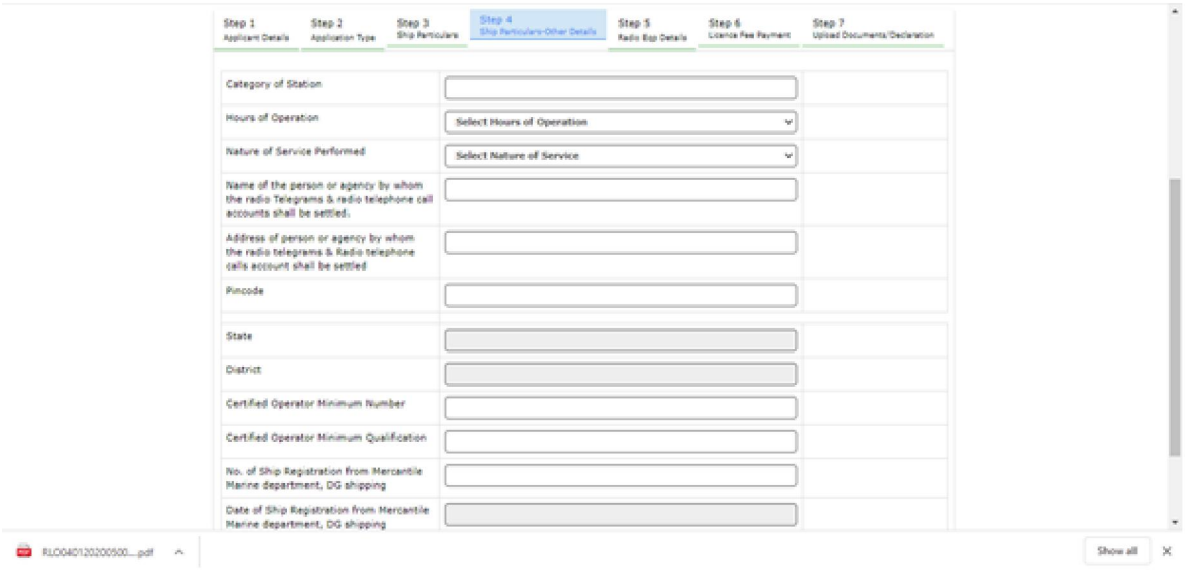
- **Section 2 Application Type**



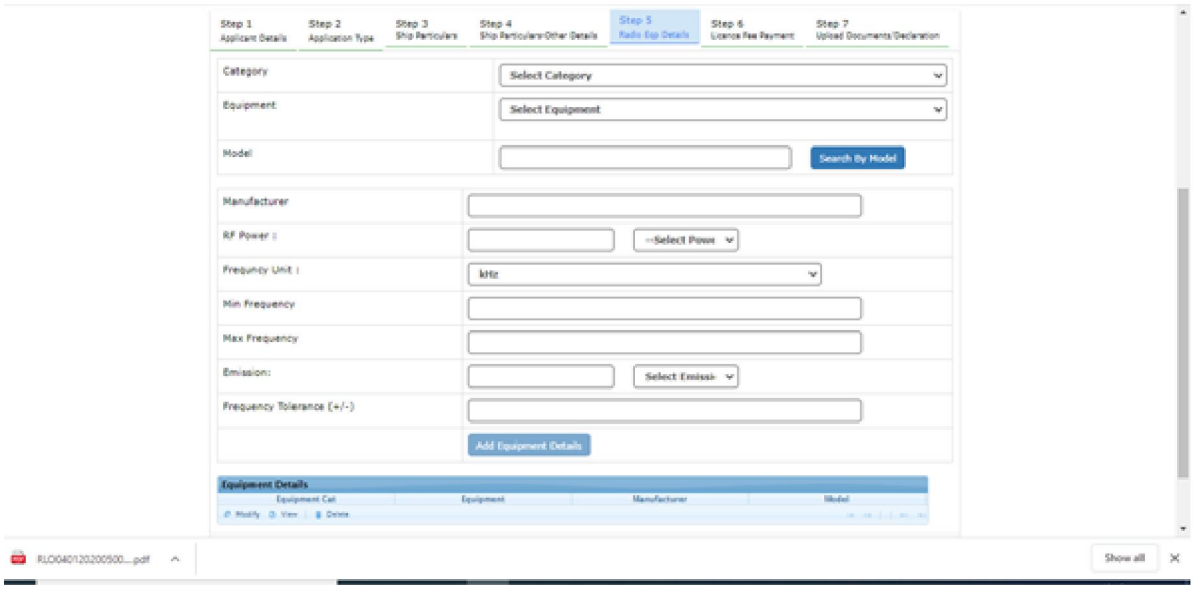
- **Section 3 Ship Particulars**



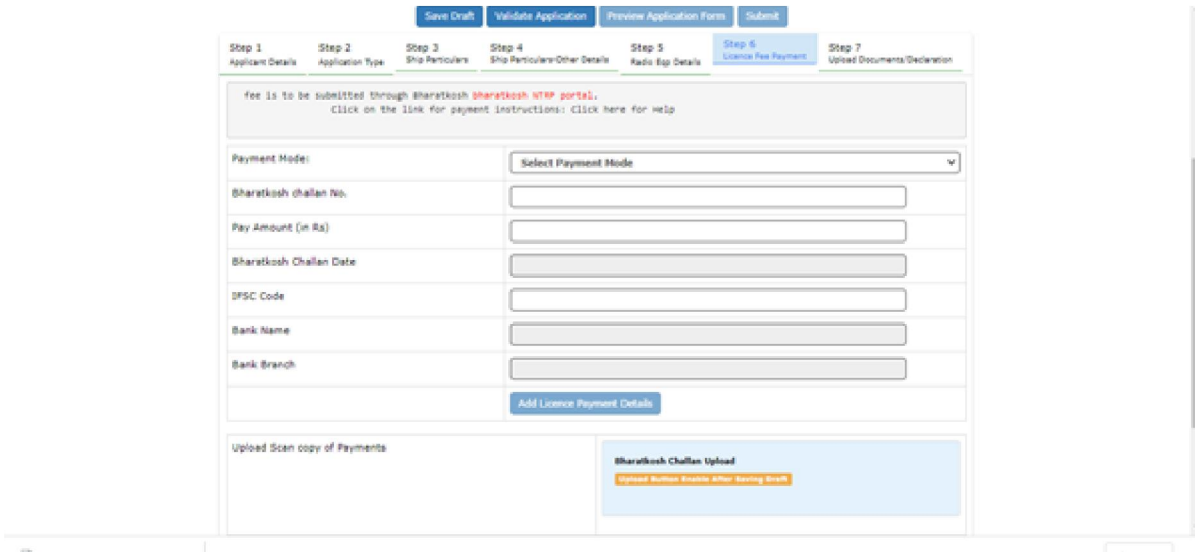
- **Section 4 Ship Particulars-Other Details**



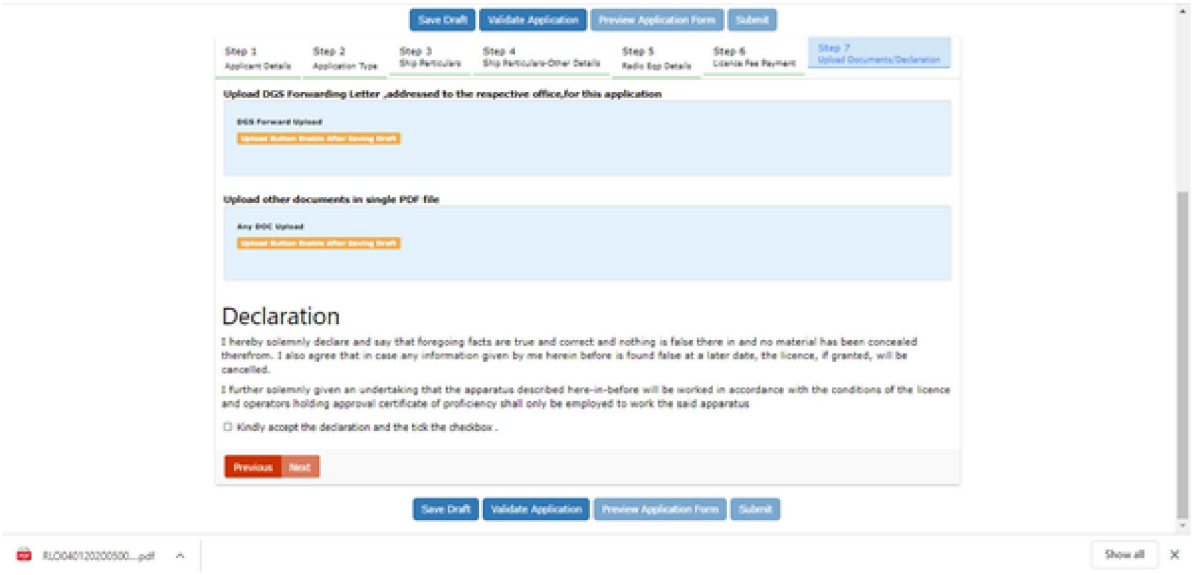
- **Section 5 Radio Equipment Details**



➢ Section 6 License Fee Payment

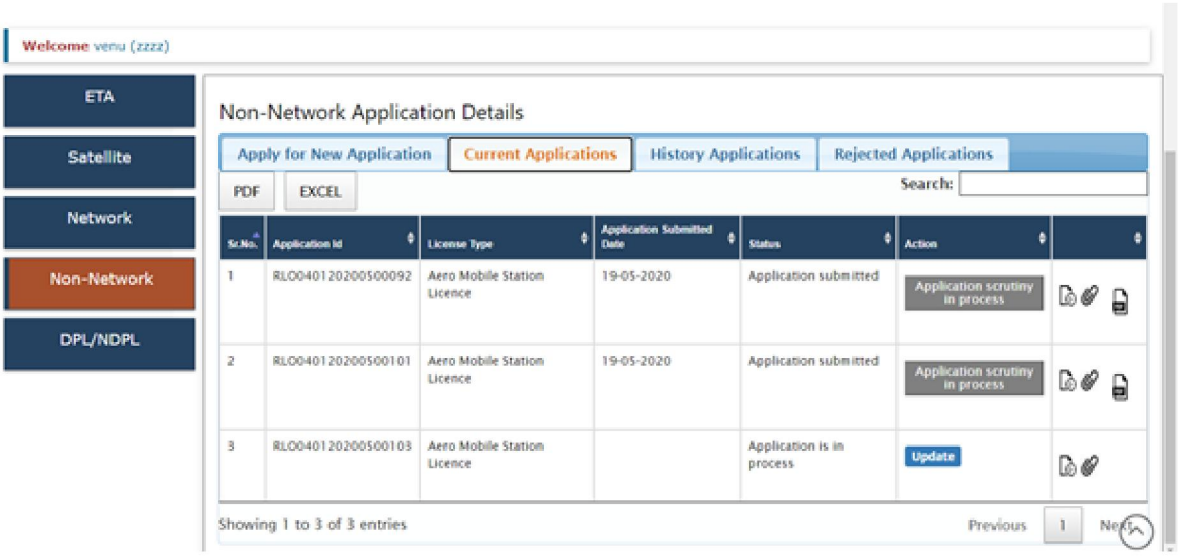


➢ **Section 7 Upload Documents/Declaration**



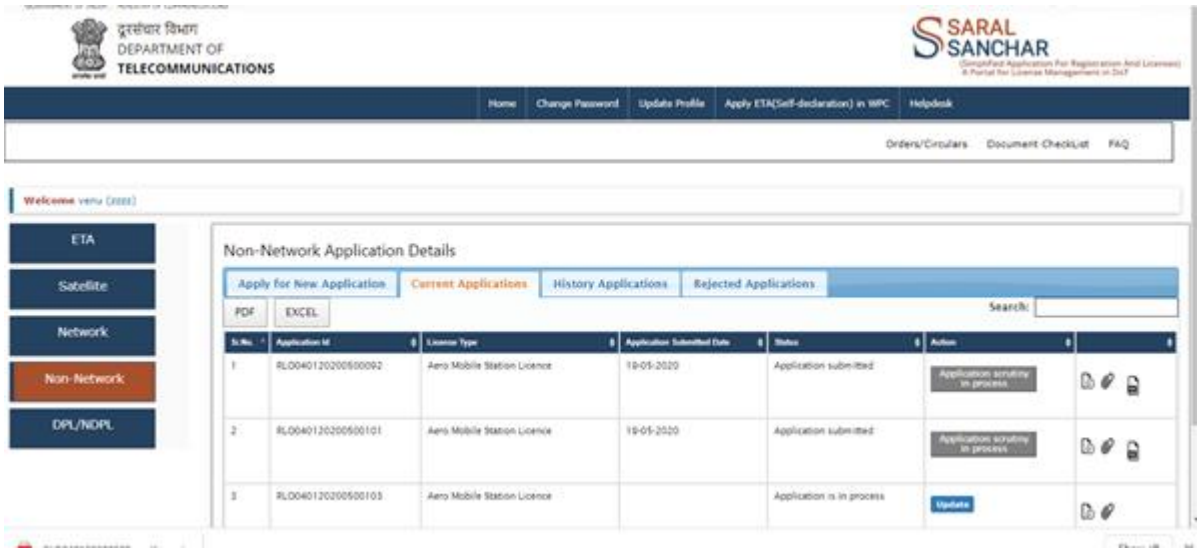
4.2 Current Application

After Successful submission of the form ,User has to download the form and upload the signed copy of form. Status of the form is available in current application



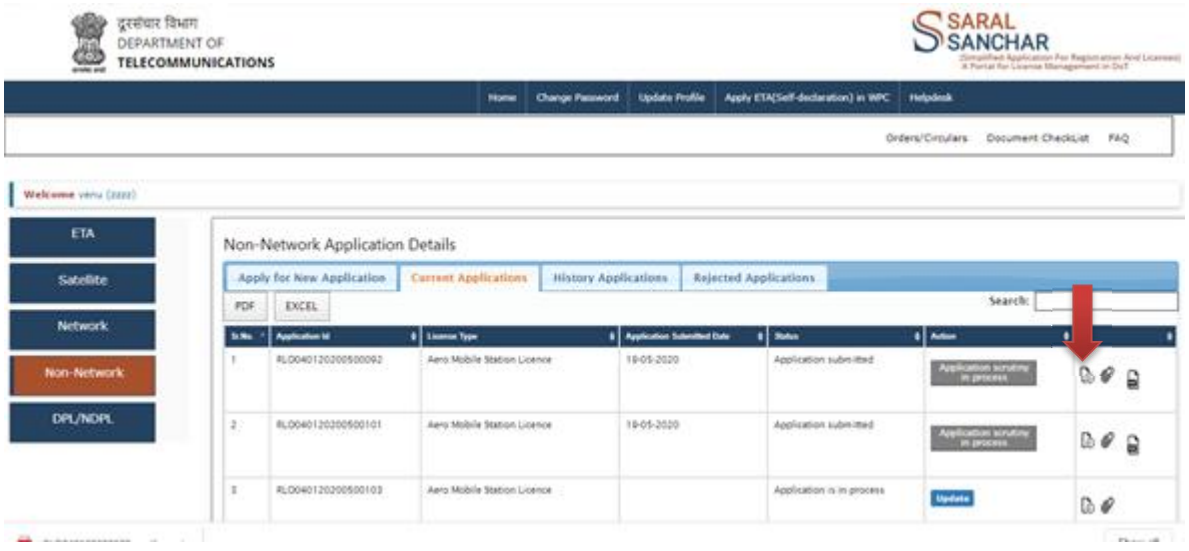
There are 3 icons on the right side 1 History of the Application 2 attachments 3 Download the Application

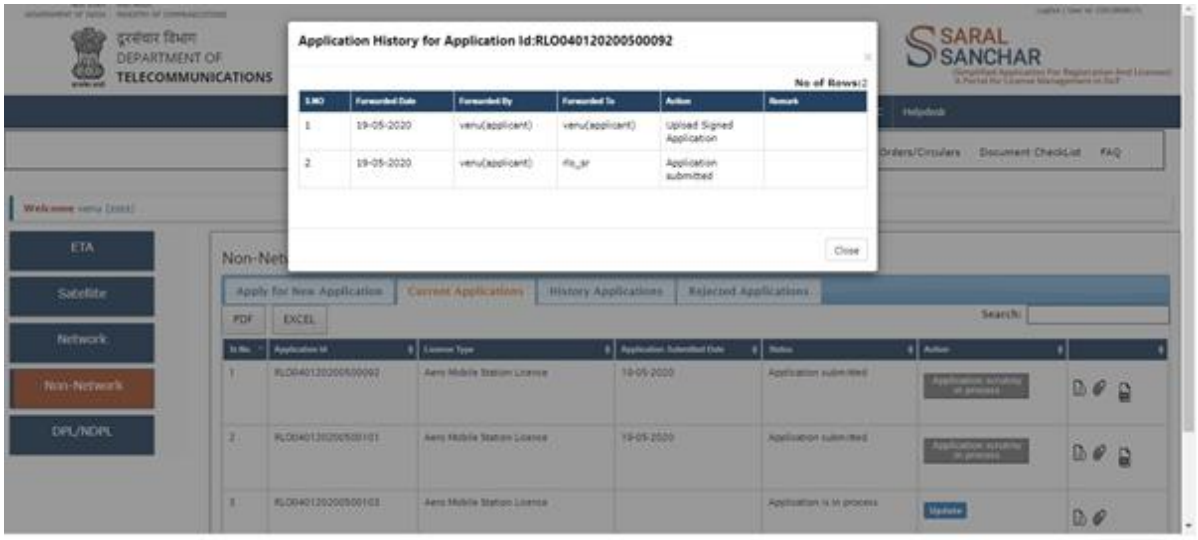
1 History



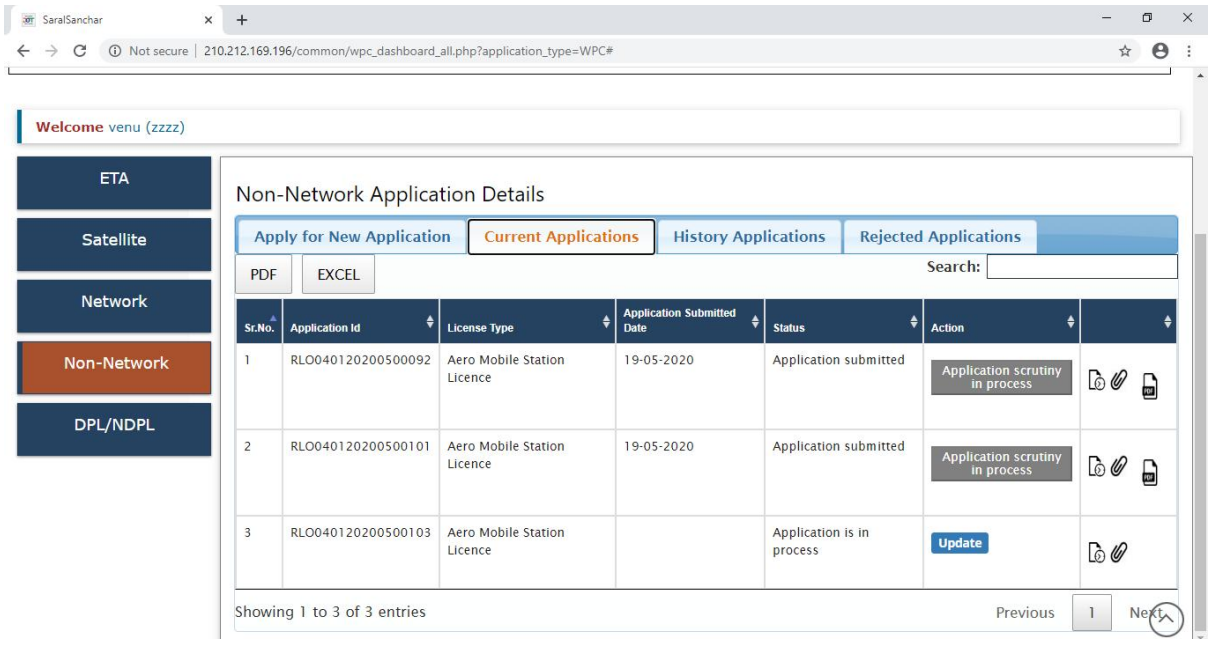
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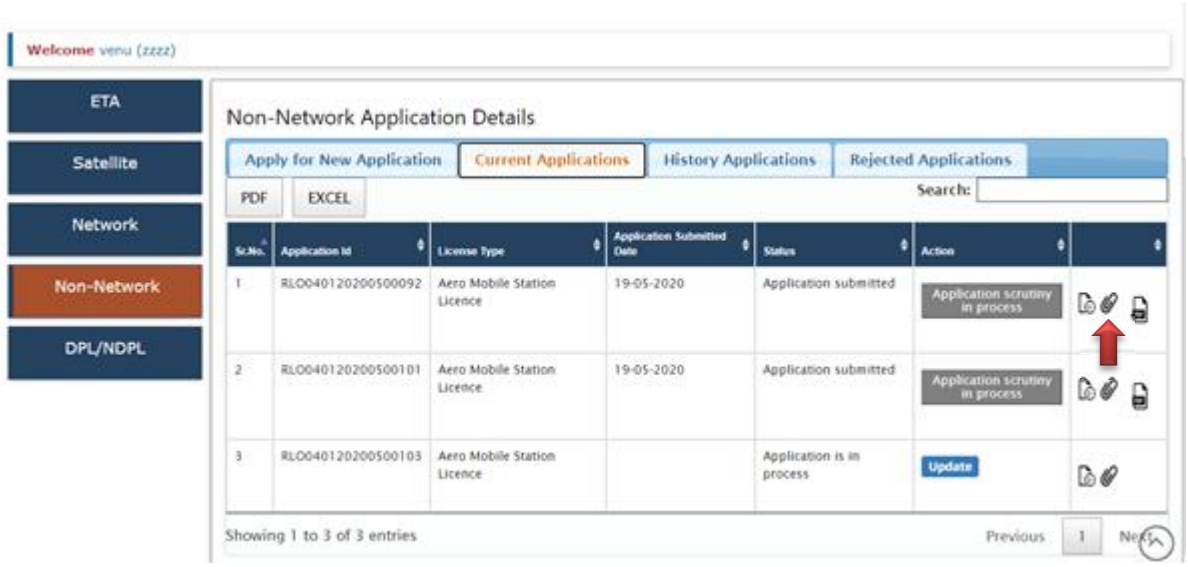
1 History



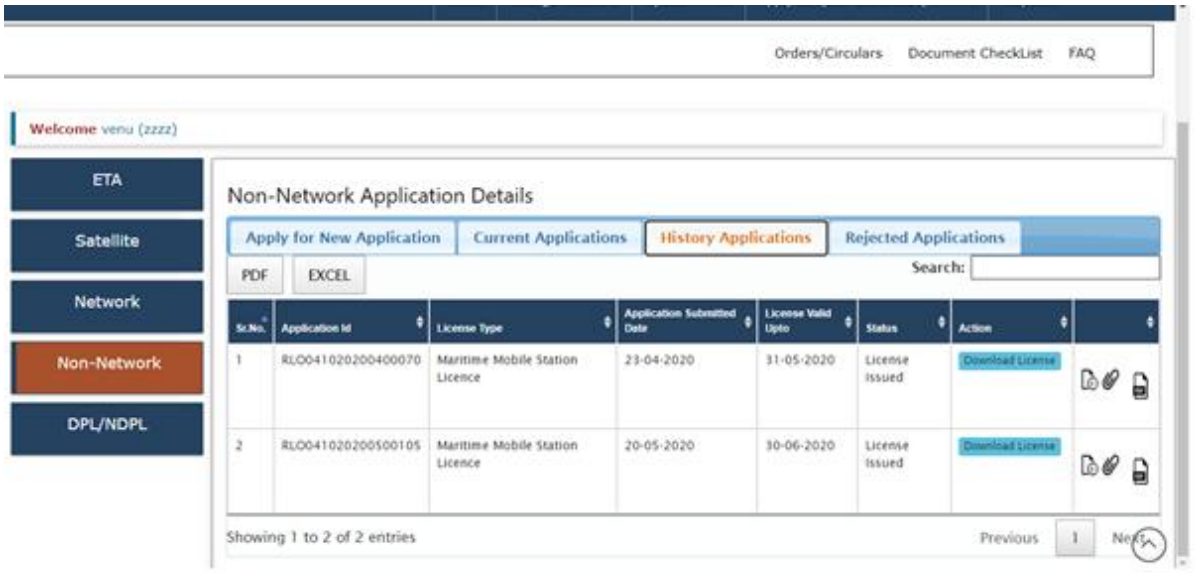


2 Attachments

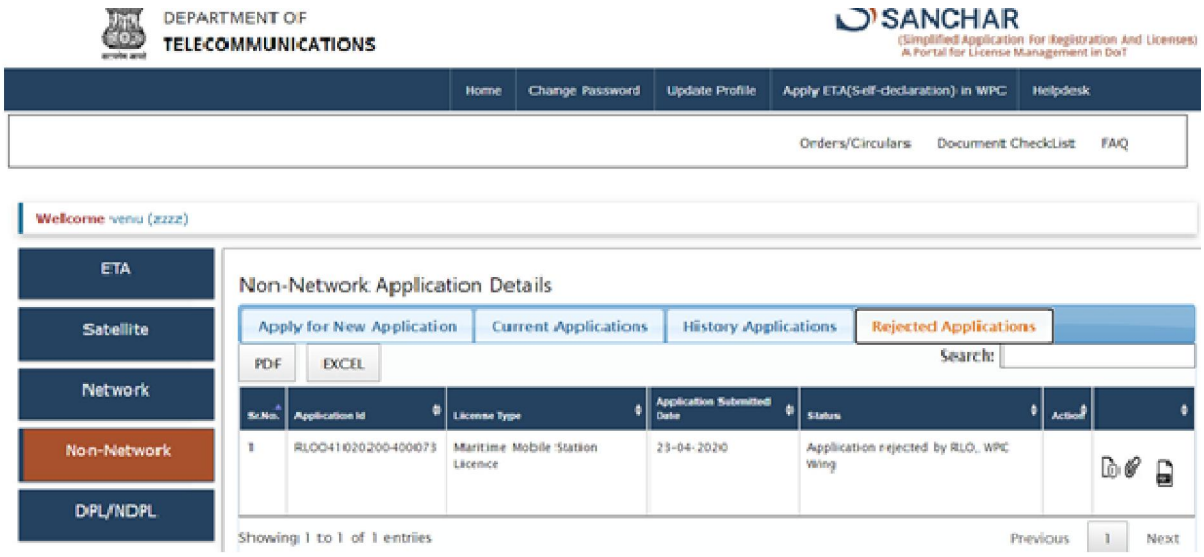


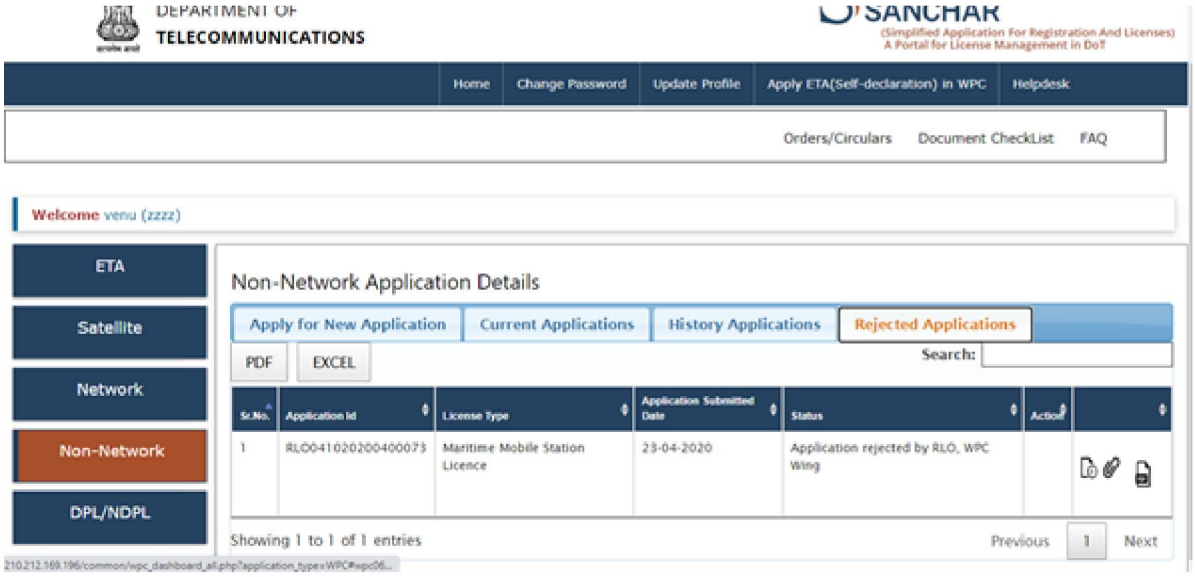


4.3 History Application . Dash Board for Licenses Issued



4.4 Rejected Application . Dash Board for Rejected Applications


DEPARTMENT OF
TELECOMMUNICATIONS
SANCHAR
(Simplified Application For Registration And Licenses)
A Portal for License Management in DoT
Home
Change Password
Update Profile
Apply ETA(Self-declaration) in WPC
Helpdesk
Orders/Circulars
Document CheckList
FAQ
Welcome venu (zzzz)
ETA
Satellite
Network
Non-Network
DPL/NDPL
Non-Network Application Details
Apply for New Application
Current Applications
History Applications
Rejected Applications
PDF
EXCEL
Search:
Sr.No.
Application Id
License Type
Application Submitted Date
Status
Action
1
RLO041020200400073
Maritime Mobile Station Licence
23-04-2020
Application rejected by RLO, WPC Wing
Showing 1 to 1 of 1 entries
Previous
1
Next


DEPARTMENT OF
TELECOMMUNICATIONS
SANCHAR
(Simplified Application For Registration And Licenses)
A Portal for License Management in DoT
Home
Change Password
Update Profile
Apply ETA(Self-declaration) in WPC
Helpdesk
Orders/Circulars
Document CheckList
FAQ
Welcome venu (zzzz)
ETA
Satellite
Network
Non-Network
DPL/NDPL
Non-Network Application Details
Apply for New Application
Current Applications
History Applications
Rejected Applications
PDF
EXCEL
Search:
Sr.No.
Application Id
License Type
Application Submitted Date
Status
Action
1
RLO041020200400073
Maritime Mobile Station Licence
23-04-2020
Application rejected by RLO, WPC Wing
Showing 1 to 1 of 1 entries
Previous
1
Next