



Commission for
Communications Regulation

Application form & Guidance Notes

**Point to Multi Point Radio Link Licence
Guidance Notes and Application Form**

Document No:	ComReg 02/ 11 R2
Date:	6th October, 2008

Document Revision History

Document Version	Date	Nature of Revision
02/11R2	6 October 2008	Removal of references to Point to Point links applications below 1 GHz

An Coimisiún um Rialáil Cumarsáide

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POINT TO MULTIPOINT RADIO LINK LICENCES

Memorandum for the Information of Intending Applicants

In accordance with the Wireless Telegraphy Act, 1926, the appropriate licence must be held to cover possession or use of radio equipment.

Possession or use of radio equipment without a licence is an offence which renders the offender liable to prosecution and, on conviction, fines and confiscation of equipment.

1. GENERAL

- (a) A Point to Multipoint radio link is a method of linking by radio, a central station located at a specified fixed point and multiple out-stations located at fixed points.
- (b) The licensing of radio link systems is governed by the Wireless Telegraphy (Radio Link Licence) Regulations, Statutory Instruments No. 319 of 1992 (“the Regulations”). Please note that the Regulations should be read in light of the Common Regulatory Framework for Electronic Communications Networks and Services.
- (c) Licences to keep and have possession of apparatus for wireless telegraphy for fixed point to point and fixed point to multipoint radio links are issued by the Commission for Communications Regulation (ComReg).
- (d) Due to technical, topographical and other considerations the range of communication between stations will vary but generally will not exceed 25 miles.
- (e) The radio frequency spectrum is a scarce natural resource and the amount of spectrum space that can be allocated to the Radio Link Service is limited.
- (f) In some cases it may be necessary for the ComReg to undertake co-ordination procedures with the UK, particularly where there is a possibility of interference from/to UK services. As this normally takes a minimum of four weeks, this may delay the issue of the licence.
- (g) Under normal circumstances, such as where the application form has been correctly completed, the correct fee has been forwarded and where co-ordination is not required, a licence should take no more than two weeks to process.
- (h) If the application form has not been completed fully, then additional information will be sought from the applicant. As this can significantly delay the processing of the application, prospective applicants are encouraged to pay particular attention to the following guidelines.

2. LICENCE CONDITIONS

- (a) The Regulations set out the conditions under which the licences are issued. All intending applicants are advised to familiarise themselves with these conditions. Copies of this legislation are available from the Government Publications Office. Please note that the Regulations should be read in light of the Common Regulatory Framework for Electronic Communications Networks and Services.
- (b) A licence may be withdrawn if any condition is not observed.
- (c) The Licensee shall ensure that the erection of all aerials and masts associated with the licensed radio system conforms to all the requirements prescribed by law or to a lawful direction of a competent authority. Particular attention is drawn to such requirements which relate to planning permission, installations in the proximity of airports, and precautions to be taken against possible damage to overhead cables and power lines.
- (d) The Licensee is responsible for ensuring the safe operation of the apparatus.
- (e) The Licensee is responsible for ensuring that the apparatus is operated only by persons authorised by the licensee, that such persons observe the conditions of the licence and that unauthorised persons cannot obtain access to the apparatus.
- (f) Radio equipment marketed in Ireland must be approved under the Radio Equipment and Telecommunications Terminal Equipment (R&TTE) Directive.
- (g) The Licensee is responsible for ensuring that the apparatus complies with the required harmonised standard under the R&TTE Directive. For Radio Link equipment the following standards are most commonly used – ETS 300 086, ETS 300 219, ETS 300 296 or equivalent.
- (h) The apparatus shall be maintained at all times in accordance with the particulars given in the Statement of Authorised Stations attached to the licence. Prior approval of ComReg is necessary for any proposed alteration to the system (such as change of equipment).

3. **LICENCE FEES**

Applications for radio link licences should be accompanied by/or have arrangements in place for payment of all appropriate fees.

The fees payable in respect of each link being applied for are:

- (a) A €12 processing fee, and
- (b) The annual licence fee for the link.

The licence fee payable is charged in accordance with the following schedule of fees.

Bandwidth of Radio Link	Signal Bandwidth (B)	Annual Licence Fee
Narrow Band	$B \leq 50\text{kHz}$	€1,142.76
Medium Band	$50\text{ kHz} < B \leq 3.5\text{ MHz}$	€1,523.68
Wide Band	$B > 3.5\text{ MHz}$	€1,904.60

Temporary radio link licences may be issued for any period up to a maximum of six months, subject to payment of a fee calculated on a pro rata basis with the rates set out above.

4. FREQUENCY ALLOCATIONS

At present, frequency channels may be allocated in parts of the following frequency band:

UHF 450 – 470 MHz 12.5kHz channel spacing

Please consult the Radio Frequency Plan for Ireland (ComReg Document 07/81R2 or latest revision) for available spectrum for Point to Multipoint systems. Alternative frequency proposals should be discussed with the Licensing Operations Section in ComReg prior to submitting the application.

5. POWER OUTPUT

The transmit power shall not exceed the level authorised in the licence. The authorised power will be the minimum power required for the successful operation of the radio links.

6. PARTICULARS OF EQUIPMENT

The applicant must furnish with his/her application particulars of the radio equipment, control units, aerials and any other auxiliary equipment he/she proposes to use. Where appropriate, data must also be supplied concerning aerial height, polarisation and gain. The location of all fixed equipment must also be stated.

7. TYPE APPROVAL

Radio and telecommunications terminal equipment is required to comply with the R&TTE Directive. Information on the R&TTE Directive can be found on the ComReg web-site (www.comreg.ie) under document numbers 00/61 and 00/62.

8. APPLICATION FOR LICENCE

Applications for licences should be addressed to:

**Licensing Operations Section (Point to Multipoint Licence)
Commission for Communications Regulation,
Abbey Court,
Irish Life Centre,
Lower Abbey Street
Dublin 1**

Tel: (01) 8049600 Fax: (01) 8049665

APPLICATION FOR POINT TO MULTIPOINT LICENCE

ALL SHADED SECTIONS MUST BE COMPLETED

PART 1

GENERAL INFORMATION

Contact Details

APPLICANT DETAILS

1. Full Name of the company, firm or person in whose name the licence is sought	
2. Business Address	
3. Contact name ^[1]	
4. Phone No.	
5. Fax No.	
6. E-Mail	
7. Address to which the licence is to be sent, if different from the address given above	

BUSINESS DETAILS

1. Registered name of company / firm	
2. Company trade name (if different from above)	
3. For a Limited Company, registered number in the Companies Registration Office	
4. Name(s) of owner (s), partner (s) or Director	

SUPPLIER DETAILS ^[2]

1. Company name	
2. Contact name ^[3]	
3. Address	
4. Phone No.	
5. Fax No.	
6. E-Mail	

^[1] Person in the organisation who is responsible for the radio equipment.

^[2] Company which is supplying the equipment.

^[3] Supplier contact from whom technical information in relation to radio equipment can be obtained

GENERAL LINK DETAILS

Type of Application	New <input type="checkbox"/>	Amendment <input type="checkbox"/>	Replacement <input type="checkbox"/>
1. Please state the quantity of Point to Multipoint links being applied for.			
3. Details of existing licences (if applicable)			
4. If an amendment to an existing licence is requested, please state the details of amendment			
5. Purpose of the licence			
6. Please indicate the type of transmission to be used	Voice <input type="checkbox"/>	Voice and Data <input type="checkbox"/>	Data <input type="checkbox"/>

ALL SHADED SECTIONS MUST BE COMPLETED

PART 2

TECHNICAL DETAILS

Equipment in the system

CENTRAL POLLING STATION

1. Address Of Central Polling Station (CPS)		
2. CPS. Geographical Co-ordinates (This refers to the co-ordinates of the location where the Polling Station is going to be situated. Only <u>one</u> of the options need be completed) An Ordnance Survey Map indicating location may also be provided.	Longitude	<input type="text"/> <input type="text"/> W <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Latitude	<input type="text"/> <input type="text"/> N <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Northing	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Easting	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	NGR	<input type="text"/> <input type="text"/>
	Location	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3. Equipment Manufacturer		
4. Equipment Model		
5. Maximum Transmit Power		
6. Equipment Standard (ETSI etc)		
7. Equipment Emission Designation		
8. Antenna Manufacturer		
9. Antenna Model		
10. Maximum Gain (dBi)		
11. Polarisation of antenna	Vertical <input type="checkbox"/>	Horizontal <input type="checkbox"/>
12. Antenna Height (m)	Above Ground Level <input type="checkbox"/>	Above Sea Level <input type="checkbox"/>

ALL SHADED SECTIONS MUST BE COMPLETED

PART 2

TECHNICAL DETAILS

Equipment in the system

OUT-STATION DETAILS

Quantity ☐

This form should be duplicated in respect of each additional Out-Station. Sheet No. ____ of ____

1. Address of Out-Station		
2. Out-Station Geographical Co-ordinates (This refers to the co-ordinates of the location where the Out-Station is going to be situated. Only <u>one</u> of the options need be completed) An Ordnance Survey Map indicating location may also be provided.	Longitude	<input type="text"/> <input type="text"/> W <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Latitude	<input type="text"/> <input type="text"/> N <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Northing	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Easting	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	NGR	<input type="text"/> <input type="text"/>
	Location	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3. Equipment Manufacturer		
4. Equipment Model		
5. Maximum Transmit Power		
6. Equipment Emission Designation		
7. Equipment Standard (ETSI etc)		
8. Antenna Manufacturer		
9. Antenna Model		
10. Maximum Gain (dBi)		
11. Polarisation of antenna	Vertical <input type="checkbox"/>	Horizontal <input type="checkbox"/>
12. Antenna height (m)	Above Ground Level <input type="checkbox"/>	Above Sea Level <input type="checkbox"/>

FEES

Cost for each Point to Multipoint System

	Quantity	Total
Processing Fee €12.00	1	€12.00
Narrow Band €1142.76		
Mid Band €1523.68		
Wide Band €1904.60		
Total Fee (€)		

METHOD OF PAYMENT

- ☐ **Cheque** Cheques should be crossed and made payable to The Commission for Communications Regulation
- ☐ **Postal Order** Postal Orders should be crossed and made payable to The Commission for Communications Regulation
- ☐ **Direct Debit/ Standing Order** For details of these payments please contact our Accounts Division on (01) 8049618
- ☐ **Bank Transfer** Transfers should be made to: Bank of Ireland, 28 Lower O'Connell Street, Dublin 1. Account Number: 17806887. Sort Code: 90-00-33. Please forward details of date and payment and amount of payment to our Accounts Division.

☐ **Credit Card**

Visa ☐

Access/ MasterCard ☐

Laser ☐

Card No:

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Cardholder's Name: _____

Cardholder's Address: _____

Expiry Date: ____ / ____

Signature: _____

PART 3

DECLARATION BY THE APPLICANT

I have read and understood the Memorandum for the Information of Intending Applicants and I confirm that this application complies with the technical requirements.

I accept that the Commission for Communication Regulations (ComReg) may publish information relating to licensed radio links and that certain information relating to any licence issued pursuant to this application may be contained in any such publication.

I agree to comply fully with all the terms and conditions of the licence, if granted, in accordance with the Wireless Telegraphy (Radio Link Licence) Regulations, 1992.

While ComReg will endeavour to minimise the potential for interference, I accept that ComReg will not be liable for any interference received from other licensed users and that I will comply with whatever ComReg requests in preventing interference being caused by this radio link(s) to other licensed users of the radio spectrum.

I accept that a licence does not confer any right of ownership of the frequency spectrum, but rather allows the assigned frequency channel to be used during the term of the licence in accordance with the conditions of the licence.

I certify that all information provided on this form, including all documentation attached, is true and accurate.

Signature of Applicant: _____

Name in Block Letters: _____

Date: _____

(If applicant is a company, please state position held):