



Procedures for Equipment Certification for the Telecommunications and Broadcasting Sectors

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1 Introduction

The Telecommunications Act, 2001 (hereafter called “The Act”), Section 48 mandates the Telecommunications Authority of Trinidad & Tobago (hereafter called “the Authority”) be responsible for the establishment of technical standards and equipment certification of radio communication and all other telecommunications equipment for the telecommunications and broadcasting sectors. The Authority has developed these procedures pursuant to the “Equipment Standardisation and Certification Framework for the Telecommunications and Broadcasting Sectors of Trinidad and Tobago” published February 2008. This framework indicates that procedures for equipment certification will be published and maintained on the Authority’s website.

Certification of radiocommunication equipment includes the verification that the radiocommunication equipment meets

- (1) The ITU Region 2 recommendations
- (2) The approval of recognized standards organizations (FCC, IC etc) and
- (3) The Authority’s standards.

The Authority has the obligation to keep abreast of the latest international standards and to recognize and/or adopt these standards for such equipment where there is no conflict with the Authority’s standards and practices.

1.1 Objective

The purpose of this document is to detail the procedures for applying for equipment certification and the processing of such applications as identified by the Authority.

1.2 Scope of the document

The scope of the document is to set the requirements for equipment certification for telecommunications and broadcasting equipment.

1.3 Review cycle

As the country's telecommunications industry matures, the regulatory requirements in respect to Equipment Certification will evolve. In order to keep abreast with the advancements in technology and the international certification agencies, the Authority may identify the need for modification of this document. Modifications may also be requested by interested parties. When a need for modification is identified, the identifying entity will submit the modification issue to the Authority. Modifications shall be made in a manner that is transparent, non-discriminatory and in the public domain.

Questions or concerns regarding the maintenance of this document should be directed to the Authority.

1.4 Other Relevant Documents

The following documents are also relevant to these procedures:

- The *Telecommunications Act 2001*, as amended
- The Equipment Certification and Standardisation Framework for the Telecommunications and Broadcasting Sectors in Trinidad and Tobago, February 2008

2 Definitions

The following definitions¹ are used in this document:

Applicant the applicant may be a manufacturer, importer (includes individuals) or commercial distributor/vendor of telecommunications equipment for sale, hire or private use in Trinidad and Tobago

Spectrum Licence authorises the licensee to operate radiocommunication systems within a specified frequency band on a technology neutral basis.

The following equipment types require a spectrum licence:

- Public mobile radio system
- Private mobile radio system

¹ Definitions obtained from Authorisation Framework for the Telecommunications and Broadcasting Sectors of Trinidad and Tobago

- Trunked mobile radio system
- Fixed wireless access system

Station Licence authorises the licensee to operate the specified station in accordance with technical parameters determined by the Authority.

The following equipment types require a station licence:

- Amateur station
- Maritime station
- Satellite Station
- Broadcast station
- General radio communications station
- Aeronautical station
- Citizen Band
- Station for special events
- Stations for test and development purposes

Class Licence authorises persons to use specific radiocommunication devices within specific technical and operational parameters, and which would generally apply to low-powered mass-market consumer devices.

There are three categories of class licences:

Type 1 – End-user devices or customer premise equipment

Type 2 – Base Stations (devices used for repeater applications)

Type 3 – Fixed Stations (devices used in a fixed location)

Examples of equipment that have been class licensed to date include:

Type of Radiocommunication device	Class Licence category
Cellular Mobile Handset and Cellular Subscriber Unit	Type 1
Broadband Wireless Access / Wireless Fidelity (WiFi)	Type 2
Automatic Meter Reader Repeater Unit	Type 3

Please refer to the Class Licensing Regime document for further information on class licensing radiocommunication equipment.

3 The Role of the Authority

The Authority will:

1. Process applications for equipment certification and advise applicants on its determination within 90 days.
2. Maintain a current [list of telecommunications equipment](#) certified for use in Trinidad and Tobago, accessible on the Authority's website or at our Offices in accordance with the Act, Section 48(1)
"The Authority shall, for the purpose of certifying or approving terminal equipment and other equipment to be installed or used for a public telecommunications network or telecommunications service determine whether such equipment fulfils the criteria stipulated in Section 32 and such other requirements as the Authority may prescribe."
3. Advise Customs and Excise on the current list of certified equipment.

4 The Responsibilities of the Applicant

The following are the responsibilities of the applicant

1. Review the published [list of certified equipment](#) for use in Trinidad and Tobago to determine whether the equipment is already certified
2. If the equipment is not certified for use in Trinidad and Tobago, submit application for certification of said equipment on the form EC_01 , including the following documents:
 - a) International Standardisation certification (FCC, Industry Canada, DoC)
 - b) Manufacturer's technical specifications
3. Apply for any relevant licence and/or concession pursuant to the Act (see instructions on the Authority's website www.tatt.org.tt), if applicable.

5 Procedure

5.1 Application Process

5.1.1 Obtaining an Application Form

All requests for equipment certification must be submitted to the Authority on Form EC_01 (Appendix 1) which is available as follows:

1. From the Authority's office at
#5, Eighth Avenue Extension, Off Twelfth Street
Barataria
Trinidad and Tobago
2. For download from the Authority's website at www.tatt.org.tt
3. From the Authority's desk in Tobago at:
Tobago House of Assembly
#34 Calder Hall Road
Scarborough

5.1.2 Submission of application forms

Instructions for completion of the Application Forms are contained in the form. It should be noted a separate application is required for each make and model of equipment.

Applications for equipment certification can be submitted to the Authority in the following manner:

1. By mail/hand to the Authority's address
Telecommunications Authority of Trinidad and Tobago
#5, Eighth Avenue Extension, Off Twelfth Street
Barataria
Trinidad and Tobago.

2. By fax to the Authority's fax number
1-868-674-1055

3. By email to the following email address
info@tatt.org.tt

Appendix 1

SAMPLE CERTIFICATE

Ref. No

Date: 12th August, 2008
To: John Public
1 Purpose Drive
Claxton Bay

Equipment Certification for Trinidad and Tobago:

Dear Sir,

BlackBerry 8220 Smartphone Wireless Handheld

In response to your application No: 6th August, 2008
Received on: 12th August, 2008

The Telecommunications Authority of Trinidad and Tobago is pleased to grant **Equipment Certification** for the device to the named **GRANTEE**:

Name of Grantee: John Public
Equipment Description: BlackBerry 8220 Smartphone Wireless Handheld
Model Number: RBY41GW
Manufacturer: Research IN Motion Inc

Acknowledged Equipment Certification: FCC ID- L6ARBY41GW

This Equipment Certification is granted under the following conditions:

1. The equipment is operated under the technical parameters specified.
2. No radio frequency interference is generated from said device to higher powered devices.
3. Protection from radio frequency interference is not guaranteed.
4. Certificate is valid unless revoked by the Authority
5. Quantity restriction : None/ amount

Recommended By,

Approved,

.....
Technical Officer

.....
/f/ **Executive Director (Ag)**

Appendix 2

SAMPLE CERTIFICATE

Ref. No.

Date: 28th August, 2008
To: John Public
4 River Trace
Port of Spain

Equipment Certification for Trinidad and Tobago:

Dear Sir or Madam:

Pursuant to the Telecommunications Act of 2001, the operator of any above equipment must apply to the Telecommunications Authority of Trinidad and Tobago to obtain the necessary license (s) in order to operate such equipment

Motorola Iridium Handheld Satellite Telephone Model 9505A

In response to your application No: 28th August, 2008.
Received on: 28th August, 2008.

The Telecommunications Authority of Trinidad and Tobago is pleased to grant **Type Approval** for the device to the named **GRANTEE**:

Name of Grantee: John Public
Equipment Description: Handheld Satellite Telephone
Model Number: 9505A
Manufacturer: Motorola Inc.

Acknowledged Type Approval: FCC ID- Q639505A

This Type Approval is granted under the following conditions:

1. The equipment is operated under the technical parameters specified.
2. No radio frequency interference is generated from said device to higher powered devices.
3. Certificate is valid unless revoked by the Authority
4. Quantity restriction : None/ amount

Recommended By,

Approved,

.....
Technical Officer

.....
/f/ Executive Director (Ag)



Telecommunications Authority of
Trinidad and Tobago
#5, Eighth Avenue Extension
Off Twelfth Street
Barataria
Trinidad and Tobago

Tel: (868) 675-8288
Fax: (868) 674-1055
Email: info@tatt.org.tt
Website: www.tatt.org.tt

Equipment Certification Application

It is an offence under the Telecommunications Act, 2001, to operate, use or install any radiocommunications equipment without a Licence from the Telecommunications Authority of Trinidad and Tobago.

It is an offence under the Telecommunications Act, 2001, to provide public telecommunications and broadcasting services in Trinidad and Tobago without a Concession.

Instructions:

One printed copy of this application must be **completed** and submitted with all supporting documents.

1. The following documents must be submitted with each application:
 - a. Evidence of Type Approval certification for the said equipment (e.g. FCC, IC, etc).
 - b. Copies of the manufacturer's technical specifications.
 - c. A colour brochure of the equipment is preferred.
2. Please type or write in BLOCK CAPITAL letters using a pen
3. Please submit via mail, email, facsimile or by hand to the Authority.

Submit a separate application for each make and model of equipment.

A. GENERAL INFORMATION

Applicant / Company Name /Agent Name:

Contact Information

Name of Individual and Position:

Address:

Address:

Telephone

Fax

Mobile Telephone

E mail

B. Mailing Address if different from above

SAME

Name:

Company Name:

Address:

Address:

C. COMPANY INFORMATION

C. Company Information:

Sole Trader

Limited Liability

Partnership

Other

If other, please specify:

Company Registration No.:

Trinidad and Tobago Company Registration Number (if different from above)

Company VAT Registration Number:

Company BIR Number:

Company Registration Date:

Place of Incorporation:

Registered address or principal place of business:

Trinidad and Tobago Registered address or principal place of business (if different from above):

Registered Name:

Trading or business name (if different from registered name):

Description of principal business activity of the company:

D. Details of Application
Agent representing Manufacturer:
Name of Grantee{ list who manufactured the equipment }:
Manufacturer ² :
Make ³ :
Equipment Description:
Acknowledged TYPE Approvals{ FCC I.D., IC, DoC, etc }
Model Number:
Frequency range of operation:
Bandwidth:
Class licence Category Type for device:
Maximum Transmitter Output RF Power (dbm)
Maximum Antenna gain (db)
E.I.R.P (Watts)
ITU Class of Emission
Other Specific Technical Operating Parameters:

² Manufacturer is the entity which manufactures the equipment

³ Make is the brand name of the equipment

E. Brief description of how the unit will be utilised

F. DECLARATION AND SIGNATURE

I, the undersigned, do hereby declare that the information provided in this application is correct and accurate to the best of my knowledge. I acknowledge and agree that submitting an application to the Telecommunications Authority of Trinidad and Tobago does not mean that certification of the equipment for use in Trinidad and Tobago will be granted, and that consideration of this application is a matter for the exercise of the Authority's discretion acting in accordance with the Telecommunications Act, 2001.

Name of Applicant:

Name of individual authorised to sign on behalf of company (Block Capitals):

.....

Title:

Signature:

Date: