



REPUBLIC OF THE PHILIPPINES
NATIONAL TELECOMMUNICATIONS COMMISSION

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03 January 2014

OFFICE ORDER

NO.: 09-01-2014

SUBJECT: DECENTRALIZATION OF LICENSING FUNCTIONS OF THE SPECIAL LICENSING BRANCH (SLB)

Pursuant to R.A.3846, as amended (Radio Control Law), R.A. 9485 (Anti-Red Tape Act), E.O. 546 series of 1979 and E.O. 366 series of 2005 (Rationalization Program) and in order to enhance the efficiency and effectiveness in the enforcement of radio laws and regulations by streamlining the systems and procedures of the National Telecommunications Commission's frontline services and bring these closer to the public, the following licensing functions of the Special Licensing Branch (SLB) are hereby fully decentralized thereby authorizing/empowering all Regional Offices to make the final action within their respective jurisdiction, to wit:

1. Issuance of Permits and Licenses for Domestic Maritime Station (Ship and Private Coastal Station-new/renewal/modification);
2. Issuance of Permits and Licenses for Domestic Aeronautical Station (Aircraft and Fixed Station-new/renewal/modification);
3. Issuance of Permits and Licenses for station such as Paging, VSAT and Amateur Repeater (new/renewal/modification);
4. Issuance of Permit to Purchase, Permit to Possess and Construction Permit (new/renewal/modification) for fixed and land mobile stations having service area confined to a certain region only;
5. Issuance of Radio Station License (new/renewal/modification, including Temporary Permit) for fixed and land mobile stations;
6. Issuance of Radio Dealer/Manufacturer/Service Center Accreditation/Permit (new/renewal/modification);
7. Issuance of all Certificate of Radio Operators;
8. Issuance of Equipment Registration Certificate for WDN Indoor Equipment, RFID and SRD Devices (registration numbers shall be generated by each region using their respective prefixes which are patterned after the issued RSLs);
9. Issuance of Permits and Licenses for Wireless Data Network (WDN/Spread Spectrum) and Broadband Wireless Access (BWA) Networks (new/renewal/modification).

In cases wherein the proposed radio network/system covers two or more regional areas, the applicant shall apply with the Special Licensing Branch (SLB). Initial permits and licenses shall be issued by SLB; subsequent renewal of the Radio Station License shall be done in the concerned Regional Offices.

International Ship Station License, Ship Earth Stations, Ship Security Alert System (SSAS) and Long Range Identification and Tracking License (Renewal/Modification) shall be decentralized to NTC-NCR only. After six (6) months of implementation, the SLB and NCR shall assess the feasibility of decentralizing to other regions.

To promote and maintain the immediate processing and licensing, SLB shall allocate call-signs, registration/control/permit numbers in the most expeditious manner preferably in bulk or long term series.

All applications from the Central Office shall be referred to the National Capital Region or to the appropriate Regional Office.

All Regional Directors shall transmit to the SLB a 4th copy of all Ship Station Licenses, Ship Earth Stations, Ship Security Alert System (SSAS) and Long Range Identification and Tracking License (LRIT) not later than the 10th day of the succeeding month for submission of reports to ITU and/or IMO.

For other services, all Regional Directors shall submit a quarterly report together with copies of the issued permit/licenses/certificates within ten (10) days of each succeeding month.

The SLB is hereby directed to issue guidelines/procedures for the implementation of this Order.

All memoranda and /or, orders inconsistent herewith are hereby amended.


This Order shall take effect immediately.



CARLO JOSE A. MARTINEZ
Deputy Commissioner



GAMALIEL A. CORDOBA
Commissioner



DELILAH F. DELES
Deputy Commissioner