



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS
NATIONAL TELECOMMUNICATIONS COMMISSION
865 VIBAL BLDG., EDSA CORNER TIMES ST., Q.C.

OFFICE ORDER

NO: 2-1-94

**SUBJECT: LICENSING OF LOCAL GOVERNMENT AND CIVIC ACTION GROUP
(CAG) RADIO NETWORKS.**

The Commission hereby promulgates the following implementing guidelines for Office Order No. ~~3-1-94~~.

1.0 Licensing of Local Government and CAG Networks:

1.1 General/ Scope

- 1.1.1 Regional Offices concerned shall act on applications for licensing of Local Government and CAG Networks.
- 1.1.2 The Regional Offices shall only authorize local government and CAG networks whose intended service area(s) is confined within concerned respective regional area. Networks whose service areas are overlapping with other regional boundaries shall be acted upon by Radio Regulations and Licensing Department (RRLD)-NTC.
- 1.1.3 Licensing above networks shall be made in accordance with the following:
 - 1.1.3.1 Memorandum Circular No. 18-10-92, Prescribing New Format of Application for Authority to Install and Operate a Radio-communications Network.
 - 1.1.3.2 Memorandum Circular No. 12-8-92, Installation, Operation and Maintenance of a Civic Action Radio Network.
 - 1.1.3.3 Existing Local Frequency Allocation and NTC license record/ database.

8

1.2 Frequency Proposal for Licensing

1.2.1 All frequency proposal for licensing in the regional areas shall be made in accordance with attached allocated "frequencies and procedures" as in Annex I and Annex II for Local Government networks and as in Annex I and Annex II for Civic Action Group networks as provided by the Frequency Management Division.

Networks whose service areas are overlapping with other regional boundaries shall be acted upon by Central Office-RRLD in accordance with frequencies as per Local Frequency Allocation Table which shall be on shared/ re-use basis.

1.2.2 Regional licensing of frequency (ies) shall be limited to a one (1) channel network per applicant as per Section 1.2.1 above.

1.2.3 Licensing channel/network shall be a coherent network from Provincial to Barangay level. Additional channel/ network shall be granted upon showing of necessity which shall be acted upon by RRLD-NTC.

1.3 Station Specifications

1.3.1 Effective Radiated Power (ERP)

ERP (product of the transmitter power and antenna gain minus the transmission/ cable line loss). ERP shall not exceed 160 watts for Fixed/ Land Base and Rptr; for Mobile, 45 watts and Portable, 5 watts.

Maximum ERP shall be determined by an Electronics and Communications Engineer (ECE) on the basis of authorized area, coverage and the standard sensitivity of a receiver under each category.

1.3.2 Antenna System

Appropriate antenna system shall be determined by an ECE on the basis of authorized area coverage. Parameters to be determined shall include height, gain, type (directivity, bandwidth, etc). Antenna height in any case

shall not exceed 150 feet above ground level and should there be any situation where 150 feet may exceed a corresponding reduction of antenna gain shall be made just to cover the authorized area coverage (described in shaded topographical map).

1.4. Radio Equipment

1.4.1 The Commission shall only allow type-approved/ accepted equipment that shall be licensed under this Order.

1.5 Submission of application

1.5.1 All applications under this Order shall conform strictly with MC No. 18-10-92 and shall be filed at least sixty (60) days prior to operation.

2.0 Licensing and issuance of Radio Station License

2.1 All applications for licensing and issuance of radio station licenses filed at Central Office under this Order may be acted upon by RRLD-NTC upon presentation of a reasonable cause and in the interest of public service otherwise it shall be transmitted to concerned Regional Office.

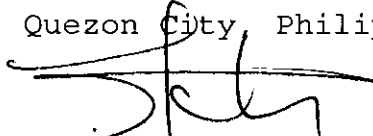
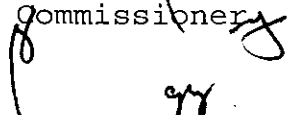
2.2 A procedure of licensing above categories of applications is defined under Flow Chart I (as Annex II).

3.0 Reporting

3.1 Each Regional Office must submit copies of issued permits and licenses including a summary of applied and acted upon application (name of applicant/ number of stations per class, station call sign(s), area of coverage/ location and assigned frequency (ies)) shall be submitted to RRLD each month and a summary of mid year and year end reports for audit and data-base purposes Form-I (applied) and Form II (acted upon or issued with Permit to Possess/ Construction Permit).

This Office Order shall take effect immediately and other circulars inconsistent hereto are deemed superseded and amended accordingly.

Quezon City, Philippines, 14 January 1994


SIMEON L. KINTANAR
Commissioner




ANNEX I

- Ia - Regional allocation of frequencies for local Government.
- Ib - Regional Allocation of frequencies for Civic Action Group
- Ic - Regional Allocation of frequencies in the VHF/UHF band
duplex mode

REGIONAL ALLOCATION OF FREQUENCIES FOR LOCAL GOVERNMENT

REGION 1	REGION 2	REGION 3	REGION 4	REGION 5	REGION 6	REGION 7	REGION 8	REGION 9	REGION 10	REGION 11	REGION 12	N C R
138.125	138.400	167.650	169.175	138.125	138.125	138.400	138.125	138.400	138.125	138.400	138.125	138.125
138.725	139.050	169.250	169.525	138.400	138.400	138.725	138.400	138.725	138.725	138.725	138.400	138.400
170.125	166.500	169.525	167.850	139.050	167.600	139.050	139.050	166.500	167.650	170.325	167.850	138.725
170.325	169.475	170.325	170.325	166.500	167.650	166.500	166.500	167.625	167.725	170.350	169.875	169.475
170.400	169.525	170.400	170.400	167.600	167.725	167.725	169.875	169.175	170.400	170.125	170.125	169.875
217.025	217.050	217.150	217.150	217.050	217.025	217.050	217.025	217.025	217.050	217.025	217.050	217.025
217.075	217.100	217.175	217.175	217.100	217.075	217.100	217.075	217.075	217.100	217.075	217.100	217.050
217.125	217.150	217.200	217.200	217.150	217.125	217.150	217.125	217.125	217.150	217.125	217.150	217.075
217.175	217.200	217.225	217.225	217.200	217.175	217.200	217.175	217.175	217.200	217.175	217.200	217.100
217.225	217.250	217.250	217.250	217.250	217.225	217.250	217.225	217.225	217.250	217.225	217.250	217.125
406.125	406.150	406.225	406.125	406.150	406.125	406.150	406.125	406.125	406.125	406.125	406.225	406.150
406.275	406.300	406.275	406.225	406.300	406.225	406.300	406.150	406.300	406.150	406.300	406.125	406.300
465.325	465.350	465.325	465.325	465.350	465.325	465.350	465.325	465.325	465.350	465.325	465.350	465.350
465.375	465.400	465.375	465.375	465.400	465.375	465.400	465.375	465.375	465.400	465.375	465.400	465.400
465.425	465.450	465.425	465.425	465.450	465.425	465.450	465.425	465.425	465.450	465.425	465.450	465.450

FD

REGIONAL ALLOCATION OF FREQUENCIES FOR CIVIC ACTION GROUP

VHF MID-BAND

REGION 1	REGION 2	REGION 3	REGION 4	REGION 5	REGION 6	REGION 7	REGION 8	REGION 9	REGION 10	REGION 11	REGION 12	N C R
146.025	146.050	146.050	146.025	146.050	146.025	146.050	146.025	146.025	146.050	146.025	146.050	146.075
146.100	146.150	146.150	146.100	146.150	146.100	146.150	146.100	146.100	146.150	146.100	146.150	146.225
146.250	146.275	146.275	146.250	146.275	146.250	146.275	146.250	146.250	146.275	146.250	146.275	146.300
146.325	146.350	146.350	146.325	146.350	146.325	146.350	146.325	146.325	146.350	146.325	146.350	146.375

200 MHz BAND

REGION 1	REGION 2	REGION 3	REGION 4	REGION 5	REGION 6	REGION 7	REGION 8	REGION 9	REGION 10	REGION 11	REGION 12	N C R
216.675	216.700	216.700	216.675	216.700	216.675	216.700	216.675	216.675	216.700	216.675	216.700	216.525
216.725	216.750	216.750	216.725	216.750	216.725	216.750	216.725	216.725	216.750	216.725	216.750	216.550
216.575	216.600	216.600	216.575	216.600	216.575	216.600	216.575	216.575	216.600	216.575	216.600	216.625
216.625	216.650	216.650	216.625	216.650	216.625	216.650	216.625	216.625	216.650	216.625	216.650	216.675

UHF BAND

REGION 1	REGION 2	REGION 3	REGION 4	REGION 5	REGION 6	REGION 7	REGION 8	REGION 9	REGION 10	REGION 11	REGION 12	N C R
429.650	429.675	429.675	429.650	429.675	429.650	429.675	429.650	429.650	429.675	429.650	429.675	429.500
429.700	429.725	429.725	429.700	429.725	429.700	429.725	429.700	429.700	429.725	429.700	429.725	529.525
429.550	429.575	429.575	429.550	429.575	429.550	429.575	429.550	429.550	429.575	429.550	429.575	429.600
429.600	429.625	429.625	429.600	429.625	429.600	429.625	429.600	429.600	429.625	429.600	429.625	429.625

FD

I c (Annex - I)

Regional allocation of Frequencies in the VHF/UHF band duplex mode
(to be supplied by Frequency Management Division thru RRLD for distribution)

FO

ANNEX II

(Flow Chart I)

Procedure in Licensing (Flow Chart)

- local government network
- Civic Action Group
- VHF/UHF band duplex mode

2

F L O W C H A R T I
(Annex II)

Flow chart for the Processing of Local Government Network, Civic Action Group Network and VHF/UHF band duplex mode network.

1.) Step 1 - Applicant - Completes all application form including required documents as per NTC MC No. 18-10-92 (Prescribing New Format of applications for authority to install Radio Communications Network) MC 12-8-92 (Installation and maintenance of a Civic Action radio network and/or applicable orders, memoranda from existing radio laws.

* Note: A network diagram which shows that the "area coverage" in shaded topographical map of the network is within the Regional Boundary of the concerned region is a must.

2.) Step 2 - Licensing Unit - Checks completeness and correctness of submitted application, compute required application fee.

3.) Step 3 - Cashier - Collects fees from applicant

4.) Step 4 - Licensing Unit - Enter/Encodes application information into the data base.
- check prior pre-requisites and criteria prior to grant such as:

1. Justification of their requested network.
2. Requested network cannot be serve by other means of communication.



- 3. Compliance to radio laws and regulation, memoranda and/or orders.
- 4. Frequency channel. Its availability from allocated band/region For RRLD, Central Office from all allocation table and existing data base appropriate/available.

5. Use is economical and high priority

- Prepare brief which shall include description of request, findings, propose frequency channel and recommendation to the concern Director for his r e v i e w a n d approval/disapproval.

5.) Step 5 - Director - Review the brief and approves or disapproves

6.) Step 6a - Licensing Unit - For disapproved brief: send letter denial

6b - Licensing Unit - For approved brief:

- prepares corresponding permits and licenses, compute required fees and charges. Forward the same to concern Director for authorization by signature. (For processing Permit to Possess and Construct, legal source of equipment and corresponding type approval acceptance of proposed equipment

should be checked, while for Radio Station License the appropriate Radio Operator)

- 7.) Step 7 - Unit Director - Review and signs permits/licenses
- 8.) Step 8 - Cashier - Collects required fees from the applicant.
- 9.) Step 9 - Records - Release of corresponding permits and Licenses to applicant
- 10.) Step 10 - Licensing Unit - Enter license information to data base.

Note:

- a) For succeeding permits and licenses (such as Permit to Possess Construction Permit) up to issuance of Radio Station license, step 2 then step 6b to 10 shall apply.
- b) Coordination with RRLD shall be maintain by all Regional Offices regarding above procedures of licensing to maintain uniform and smooth processes of licensing in all regions.
- c) Technical Parameters shall be in accordance with the parameters prescribe under these Order(s).

2