

OFFICE OF THE COMMUNICATIONS AUTHORITY

Application for a Space Station Carrier Licence under Telecommunications Ordinance

NOTES:

1. Please refer to the “GUIDELINES FOR THE APPLICATION FOR A SPACE STATION CARRIER LICENCE”, which can be downloaded from CA website, before completing this Application Form.
2. All the required information must be provided unless indicated otherwise. The applicant may be asked from time to time to provide additional information/document to clarify or supplement the applications submitted. The applicants must provide such additional information/document before the application can be further processed.
3. The completed Application Form together with the relevant supporting documents as specified in the checklists (i.e. Part C & D of this Form) should be submitted to:

Senior Telecommunications Engineer (Spectrum Planning Section 2)
Office of the Communications Authority
29/F, Wu Chung House
213 Queen’s Road East, Wan Chai
Hong Kong

OR by using the “Submit” button in this form to submit the application form online.

4. All documents submitted will be retained by the Communications Authority.
5. Enquiries concerning the application may be made at:

Tel: (852) 2961 6338

SUPPLEMENTARY NOTES ON THE PROVISION OF PERSONAL DATA:

1. The provision of personal data by means of this application form is voluntary. If you do not provide sufficient information, we may not be able to process your application.
2. The personal data provided by you will be used by the Office of the Communications Authority for processing your application made in this form.
3. The personal data you provide by means of this form may be disclosed to other government departments/agencies in connection with the assessment of your application.
4. You have a right of request for access and correction with respect to personal data. Your right of access includes the right to obtain a copy of your personal data provided by this application form, though a charge may be levied on obtaining such information.
5. Enquiries concerning the personal data collected by means of this form, including the making of request for access and correction, should be submitted in writing to the Personal Data Officer, Office of the Communications Authority, 29/F, Wu Chung House, 213 Queen’s Road East, Wan Chai, Hong Kong; or sent by fax to 2591 0316.

PART A : PARTICULARS OF APPLICANT

1. Name of Company :(in English)
.....(in Chinese, if applicable)

2. Company Registered Address:

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Telephone No. : Fax No. :

Email address :

3. Name, telephone number, fax number and email address of the person in your company who is responsible for this application :

Name :

Telephone No. : Fax No. :

Email address :

PART B : TECHNICAL DETAILS OF THE PROPOSED SYSTEM

(a) Earth station for Telemetry, Tracking and Control (TT&C) of the space object

Location :

Longitude : Latitude :

Please specify the exact frequencies assigned to the TT& C earth station :

Transmit or Receive (T / R)	Frequency (MHz)	Polarization

Designation of Emission :

Maximum transmitter power at antenna port :

(specify the power of each primary and backup antenna for each frequency band)

Polarization :

Antenna Characteristics

1) Number of antennas :

2) Size of antennas (specify the size of each primary and backup antenna for each frequency band) :

3) Maximum transmitting antenna gain (specify the gain of each primary and backup antenna for each frequency band):

4) Sidelobe performance (for each antenna) :

5) Elevation angle :

6) Azimuth angle :

Maximum height of antenna above sea level (m) :

(not to exceed limits imposed by the Hong Kong Airport (Control of Obstruction) Ordinance (Cap. 301)

(b) Earth station for monitoring the space object

Location :

Longitude : Latitude :

Maximum height of antenna above sea level (m) :

(not to exceed limits imposed by the Hong Kong Airport (Control of Obstruction) Ordinance (Cap. 301))

Receiving frequencies (MHz) :

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(c) Space station on board the space object

Name of satellite to be accessed :

Orbital position :

Number of communication transponders in each frequency band :

Operating frequency ranges :

(1) Uplink (Earth to Space)

(2) Downlink (Space to Earth)

Polarization :

Please specify the channelling plan of the transponders :

(1) Uplink

Transponder / Channel No.	Centre frequency (MHz)	Bandwidth (MHz)

(2) Downlink

Transponder / Channel No.	Centre frequency (MHz)	Bandwidth (MHz)

Maximum equivalent isotropically radiated power (e.i.r.p.) for each frequency band :

Service coverage for each frequency band :

(d) Space stations on board the satellite for telemetry, tracking and control

Please specify the frequency / polarization assigned to TT&C system on board the space station :

Transmit or Receive (T / R)	Frequency (MHz)	Polarization

Designation of emission :

Maximum e.i.r.p. :

(e) Spacecraft manufacturer

Name of spacecraft manufacturer :

Date of execution of contract :

Contractual delivery window :

(f) Launch service provider

Name of launch service provider :

Date of execution of contract :

Anticipated launch or in-orbit delivery window :

Name of launch vehicle :

Name and location of the launch facility :
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PART C : CHECKLIST OF SUPPORTING DOCUMENTS

Please submit the following in support of application :

- Copy of Certificate of Incorporation
- Copy of Business Registration Certificate
- Information on corporate and shareholding structure
- Copy of Memorandum & Articles of Association
- Board of Directors and key officers
- Organization Chart and staffing information
- Details on technical means to be taken to ensure proper operation of the satellite which is co-located with other satellites at the same orbital position, where applicable
- Detailed calculations of the safety zones for (a) human being, (b) flammable gases and (c) electro-explosive devices regarding the level of emissions generated by the proposed earth station(s).
- Safety measures, where necessary, to be implemented to guard against the harmful emissions above-mentioned
- Documentary proof showing that permissions from the relevant government departments have been obtained in relation to the use of land for the installation of earth stations
- Description of the range of services that can be provided via the satellite
- Details on technical support facilities and maintenance centres to be set up in HKSAR and description on the competence and experience of the technical personnel
- Details of previous experience related to operation of satellite networks
- Details on implementation plan
- Documents from the relevant administration / operator showing their consent for the applicant to use the satellite filing in case it is not owned by the applicant.
- Documents showing that frequency coordination of the satellite filing with other satellite networks has progressed satisfactorily
- Documents showing the ownership of the satellite. (Note : The applicant is required to apply for an Outer Space Licence if it owns the satellite concerned).
- * Documents from spacecraft manufacturer showing its commitments to complete and deliver the satellite by the specified date
- * Documents from launch service provider showing its commitments to launch the spacecraft into orbit by the specified date

* To be provided only when the applicant owns and operates the satellite concerned.

PART D : CHECKLIST OF FINANCIAL INFORMATION

For established company, please submit :

- Copies of audited profit and loss accounts and balance sheets and auditor reports for the last three full years, together with the most recently published interim results
- A business and capital investment plan, including details of proposed financing structure, credit facilities and financial arrangements

- The level of the shareholders' support for bearing the financial risks of variations in the costs of establishment and/or maintenance of the operation of the satellite network

For newly-formed company, please submit :

- The directors' certificate of the amount of issued and paid-up share capital
- Bankers' confirmation of the amount of its deposits and/or available credit facilities
- Copies of audited profit and loss accounts and balance sheets and auditor reports for the last three full years, together with the most recently published interim results, of the company's shareholding companies.

Remark:

1. Electronic copy of the above documents in Part C and D is also accepted.

PART E :	DECLARATION
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To : Communications Authority,
 (a) I hereby declare that all information given in this application form and the documents submitted are correct.
 (b) I agree to fulfil the requirements in the "Guidelines for the Application for a Space Station Carrier Licence"

*Applicant's Company

*Signature of applicant :

Full name of signatory :

Title :

Date :

* Signature and company chop are not required for application form submitted online.