

GUIDELINES FOR APPLICATION FOR BROADCAST RADIO RELAY STATION LICENCE

The following guidelines for application for Broadcast Radio Relay Station (BRRS) Licence are issued pursuant to Section 6(D)(2)(a) of the Telecommunications Ordinance (Cap. 106) (the Ordinance).

In accordance with the Ordinance, a person is required to obtain a telecommunications licence to establish or maintain a means of telecommunications. The person who wants to establish and maintain a telecommunications system to receive and re-broadcast terrestrial sound or television programmes by radio to serve any area within the territory of Hong Kong is required to apply for a BRRS Licence.

INFORMATION REQUIRED FROM APPLICANT

The applicant should provide the following information and documents:

- (1) Copies of Business Registration Certificate, the latest Certified Extracts of Information on the Business Register issued by the Business Registration Office (if applicable) and Certificate of Incorporation (if applicable).
- (2) For application in the name of an organisation legally registered in Hong Kong, please provide copies of the registration document, Business Registration Certificate (if applicable) and proof of address.
- (3) For application in the name of an individual, please provide copies of the personal identification document and proof of address.
- (4) The purpose of establishing the proposed BRRS.
- (5) The responsible person of the proposed BRRS.
- (6) The technical details about the proposed BRRS including:
 - (i) a schematic diagram showing the system configuration;
 - (ii) a complete list of equipment to be used;
 - (iii) a map showing the location of the receiver and the transmitter; and
 - (iv) the service area to be covered by the system.
- (7) A list of broadcasting programmes to be relayed.
- (8) Target commissioning date of the proposed BRRS.

PERIOD OF VALIDITY OF LICENCE

The licence shall be valid until the first day, in the year next following the year in which it was issued, of the month next following the month in which it was issued and, subject to the

discretion of the Communications Authority (CA), may be renewed for a period of one year at a time.

LICENCE FEE

A fee of \$750 shall be payable on the issue or renewal of the licence.

CONDITIONS FOR THE LICENCE

There are a number of conditions applicable to the BRRS Licence. The principal ones are highlighted as follows:

- (1) The BRRS Licence is issued to allow the licensee to re-broadcast the sound or television programmes broadcast by the authorized broadcasting stations specified in the licence within the specified area of coverage.
- (2) The system should not cause undue interference with any other means of telecommunications.
- (3) The licensee should provide a full and contemporaneous relay of all the sound or television programmes broadcast by the authorized broadcasting stations. No advertising material, programme, announcement and any other message should be interjected into the relay service except, in the case of an emergency, essential announcements concerning the safety of the public.
- (4) No wire forming part of the system should cross any street or unleased Government land without the written consent of the CA.

LICENCE APPLICATION

Applications shall be submitted to the Office of the Communications Authority together with a duly completed application form and the required documents using any of the methods as stated in the application form. The application form can be downloaded from the CA's website at <http://www.coms-auth.hk>.

ENQUIRIES

Any person who has enquiries relating to licensing matters may

- (1) call us on 8102 4100;
- (2) fax to 3460 1699;
- (3) mail to In-building Subsection, OFCA, 29/F., Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong; or
- (4) e-mail to in-bldg@ofca.gov.hk.