



Commission for
Communications Regulation

GUIDANCE NOTES & APPLICATION FORM

EMERGENCY SERVICES DIGITAL RADIO ('ESDR') LICENCE

GUIDANCE NOTES & APPLICATION FORM

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Emergency Services Digital Radio ('ESDR') licences

Guidance Notes for Applicants

1. Licence Application

- a) In accordance with the Wireless Telegraphy Act, 1926, the appropriate licence must be held to cover possession or use of radio equipment. Possession or use of radio equipment without such a licence is an offence which renders the offender liable to prosecution and, on conviction, fines and confiscation of equipment.
- b) Emergency Services Digital Radio ('ESDR') licences are granted by the Commission for Communications Regulation ('ComReg'). ESDR licences are valid for a 12 month period from the date of issue and must be renewed annually thereafter by the licensee.(see Note 7 below).
- c) The application form at Appendix 1 sets out the information that must be provided to ComReg as part of licence applications for standard digital radio systems (i.e. base stations) in a fixed location requiring communication with mobile stations (in cars or other vehicles) or hand portable stations. In certain cases, ComReg may seek further information or clarification from an applicant.
- d) Under normal circumstances (i.e. where the application form has been correctly filled in, the correct fee has been forwarded and there is no need for co-ordination) a licence should take no more than four weeks to process.
- e) To submit a valid application it is necessary:
 - a) To complete all sections of the form.
 - b) To submit the full licence fee with your application. (See Note 6 below for fee structure)
- f) If there is insufficient space available on the application form, please attach any additional information on a separate sheet(s).
- g) Applications for a ESDR licence must be submitted in writing to:

The Commission for Communications Regulation,
Licensing Operations Section (ESDR),
Abbey Court,
Irish Life Centre,
Lower Abbey Street,
Dublin 1.

Tel; (01) 8049600
Fax; (01) 8049665

1. Frequency Allocations

- (a) Radio spectrum allocations for ESDR licences are made by ComReg
- (b) Channels available for ESDR licences are allocated in the following parts of the UHF frequency band:

380.0000 MHz to 385.0000 MHz / 390.0000 MHz to 395.0000 MHz

2. Categories of National Digital Radio Systems

- (a) **TMO: Trunked Mode Operation:** A mode of operation where a network is used for communication
- (b) **DMO: Direct Mode Operation:** A mode of simplex operation where mobile subscriber radio units may communicate using radio frequencies which may be monitored by, but, which are outside the control of the digital trunked network. DMO is performed without intervention of any Base Station.

3. Power Levels

The radio frequency power levels are not to exceed the following:

- a) **Base Station:** 40 Watts (46 dBm) nominal power per modulated RF carrier.
- b) **Mobile Station:** 30 Watts (45 dBm) nominal power.
- c) **Portable Station:** 5 Watts (37 dBm) nominal power.

4. Equipment Standards

Radio and telecommunications terminal equipment is required to comply with the European Communities (Radio Equipment and Telecommunications Terminal Equipment) Regulations, 2001 (S.I. No 240 of 2001).

5. General Operating Conditions

- (a) The Wireless Telegraphy (Use of the Band 380-400MHz by Emergency Services) Regulations (S.I 324 of 2008) sets out the provisions under which licences are issued. All intending applicants are advised to familiarise themselves with these provisions. Copies of the Regulations are available from the Government Publications Office.
- (b) A licensee shall ensure that compliance with all provisions of the Wireless Telegraphy (Use of the Band 380-400MHz by Emergency Services) Regulations

(S.I No.324 of 2008). A licence may be suspended or revoked by ComReg if any such provision is not observed.

- (c) A licensee shall ensure that the erection of all aerials and masts associated with the licensed radio system conforms to all requirements prescribed by law or to a lawful direction of a competent authority. Particular attention is drawn to such requirements which relate to planning permission, installations in the proximity of airports, and precautions to be taken against possible damage to overhead cables and power lines.
- (d) A licensee shall ensure the safe operation of all licensed apparatus.
- (e) A licensee shall ensure that all licensed apparatus is operated only by persons authorised by the licensee, that such persons observe the conditions of the licence and that unauthorised persons cannot obtain access to the apparatus.
- (f) A licensee shall ensure that all licensed apparatus shall be maintained at all times in accordance with the particulars given in the Schedule of Base Stations Locations sheet, attached to the licence.
- (g) A licensee shall ensure that all licensed apparatus complies with the required harmonised standard under the R&TTE Directive. For Digital Radio equipment the following standards are most commonly used - EN 300 392, and comply with the following non-exhaustive list of ECC Decisions: ECC/DEC/(08)05, ECC/DEC/(01)19, ECC/DEC/(99)02 or current equivalents as amended or superseded.
- (h) A licensee shall ensure that all apparatus installations comply with the most recent version of the European Telecommunications Standards Institute's Report on Radio Site engineering, or equivalent.

6. Licence Fees

A fee is payable before the issue and on each renewal of an ESDR licence. An ESDR licence fee consists of the following:

- (a) €100,000 for each 2 x 1MHz of spectrum allocated.
- (b) Fees shall be calculated on a pro rata basis according to the amount of spectrum allocated; e.g. if 1 x 1 MHz is allocated to a licence then the applicable licence fee would be €50,000.
- (c) Following the granting of the first licence under this scheme, the annual renewal fees and the fee for any new licence shall be index linked to reflect the annual rate of inflation using the Consumer Price Index published by the Central Statistics Office.

7. Licence Renewal

- a) Subject to the provisions of the Wireless Telegraphy (Use of the Band 380-400 MHz by Emergency Services) Regulations (S.I. No. 324 of 2008), or any other law, the Commission may renew any licence.
- b) Any licence that is renewed shall continue in force for a period not being more than one year, beginning on the date when the current licence expires.
- c) Any application for renewal of a licence shall be made at least 28 days before the date of expiration of that licence and shall be accompanied by the licence renewal fee and such other information as ComReg may require.
- d) In considering whether to renew a licence, the Commission shall have particular regard to:
 1. whether the licensee complied with the Wireless Telegraphy (Use of the Band 380-400 MHz by Emergency Services) Regulations (S.I. No.324 of 2008) and any conditions attached to the expiring licence;
 2. the management and efficient use of radio spectrum; and
 3. the avoidance of harmful interference and

N.B. In the case of the Managed Digital Radio Services network, renewal is also dependent on continuation or existence of a contract with Department of Finance.

- e) The granting or renewal of a licence shall not be construed as warranting that the licence shall be renewed at any time in the future.
- f) Upon application for renewal of a licence, in the case of TMO National Digital Radio licences, a schedule of base station locations should be furnished to ComReg. This schedule should be in the format as at Appendix II of this document.

APPENDIX I

**APPLICATION FOR A N EMERGENCY SERVICES DIGITAL RADIO
LICENCE**

ALL SHADED SECTIONS MUST BE COMPLETED

Section 1: Contact Details

1A: Applicant Details

1. Full Name of the Company, firm or person in whose name the licence is sought	
2 Business Address	Address: County or Postcode: Country:
3. ComReg Account Number¹ (If applicable)	
4. Contact name²	
5. Phone No.	
6. Fax No.	
7. E-Mail	
8 Name and Address to which the licence/correspondence is to be sent: (if different from the address given above)	Name: Address: County Postcode: Country:

¹ This is the account number allocated to you by ComReg; it is unique for you/your company. You generally have an account number if you applied in the past to ComReg for any type of licence. This account number is printed on ComReg correspondence such as invoices, renewal notices etc.

² This is the person in your organisation to contact in relation to the licence application.

1B: Business Contact Details

1. Registered name of Company / firm	
2. Company trade name (if different from above)	
3. For Limited Company registered number in the Companies Registration Office	
4. Name(s) of owner (s), partner (s) or Director	

1C: Technical Contact Details³

1. Company name	
2. Contact name⁴	
3. Address	
4. Phone No.	
5. Fax No.	
6. E-Mail	

³ Company which is supplying the equipment

⁴ Supplier contact from whom technical information in relation to the radio equipment can be obtained.

Section 2: ESDR Licence Application Details
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1. Type of application	New <input type="checkbox"/>	Amendment <input type="checkbox"/>	
2. Proposed Digital Radio System type	TDMA <input type="checkbox"/>	FDMA <input type="checkbox"/>	Other <input type="checkbox"/>
3. If other, please detail			
4. National Digital Radio Licence type	Trunked Mode <input type="checkbox"/>	Direct Mode <input type="checkbox"/>	
5. Please supply details of the users that you wish to allow access to operate on your system, noting the user name and function of their operation			

Additional Technical information may be provided here (as relevant) in support of your application e.g. Base Station, Mobile or Handportable details etc.

If Microwave radio links are required for backhaul within the system applied for, these must be applied for separately on an individual basis using the Point to Point Guidance Notes (ComReg Doc. 98/14R5 or latest revision) in conjunction with the Point to Point Application Form (ComReg Doc. 98/15R4 or latest revision) available in the Radio Spectrum section on the ComReg web site www.comreg.ie

Section 3: Declaration Form – ESDR Licence

I have read ComReg’s Guidance Notes (above) for applicants for Emergency Services Digital Radio (‘ESDR’) licences. I understand the details of the licensing scheme and I certify that this application is for an Emergency Services Digital Radio (‘ESDR’) licence possessing the defined characteristics.

I accept that ComReg may publish information relating to licensed apparatus and that certain information relating to any licence issued pursuant to this application may be contained in any such publication.

I agree to comply fully with all the terms and conditions of the licence, if granted, and with the provisions of the Wireless Telegraphy (Use of the band 380-400MHz by Emergency Services) Regulations (S.I. No. 324 of 2008) and I understand that failure to do so may result in amendment, suspension, revocation or non-renewal of the licence.

I certify that the all apparatus licensed under the licence, if granted, will comply with the European Communities (Radio Equipment and Telecommunications Terminal Equipment) Regulations, 2001 (S.I. No 240 of 2001).

I certify that all information provided on this form, including all documentation attached, is true and accurate.

Signature of Applicant: _____

On behalf of: _____

Name in Block Letters: _____

Date: _____

(If applicant is part of a company please state position held):

NOTE: THE LICENSEE/APPLICANT SHOULD BE AWARE THAT HE/SHE IS RESPONSIBLE IN LAW FOR THE RADIO SYSTEM AND ITS OPERATION REGARDLESS OF WHO SUPPLIES THE EQUIPMENT OR WHO OPERATES IT ON HIS/HER BEHALF

Section 4: Fees and Method of Payment
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4A: Fee Calculation

The licence fee is calculated at €100,000 for each 2 x 1MHz of spectrum allocated. The fee is calculated pro rata according to the amount of spectrum allocated e.g. if 1 x 1MHz is allocated then the fee would be €50,000.

(a) Amount of Spectrum in MHz (*2)	
TOTAL FEE = {(a) multiplied by €100,000}	€

(Subsequent licence renewal fees shall be indexed to reflect the annual rate of inflation using the Consumer Price Index as published by the Central Statistics Office)

4B: Method of Payment:

ρ Cheque / Postal Order	Cheques / Postal Orders should be crossed and made payable to <i>The Commission for Communications Regulation</i>
ρ Bank Transfer / Electronic Funds Transfer (EFT)	<p>Transfers to ComReg’s account should be made to: Bank of Ireland, 6 Lower O’Connell Street, Dublin 1. Account Number: 17806887 Sort Code: 90-00-33 BIC Code: BOFIE2D IBAN No: IE62 BOFI 9000 3317 8068 87.</p> <p>If making a bank transfer/EFT, please ensure that:</p> <ul style="list-style-type: none"> · Your Bank quotes your Name and “ESDR Application” in making the transfer to ComReg. · You forward details of the date of and amount of payment to our Accounts Department (accounts@comreg.ie).
ρ Credit Card	<p>Credit card payments can be accepted</p> <ul style="list-style-type: none"> ○ By completing the Credit Card payment form below <p>For existing ComReg account holders accepted, payments can made</p> <ul style="list-style-type: none"> ○ Over the telephone - contact accounts at 01 8049618 ○ On-Line, using www.licensing.comreg.ie

Credit Card Payment Form:

Type of Card: **Visa** **Access / MasterCard** **Laser**

Card Number : _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _

Cardholder’s Name: _____

Cardholder’s Address: _____

Expiry Date: ____ / ____

