R Government of India  
Ministry of Communications  
Department of Telecommunications  
Wireless Planning and Coordination (WPC) Wing  
Sanchar Bhawan, Ashoka Road, New Delhi-110001

File No. P-11014/02/2020-PP  

Date: 05.04.2022

OFFICE MEMORANDUM

Subject: Launching of Data migration Modules i.r.o. various categories of terrestrial licenses/approvals administered by WPC Wing, on Saralsanchar portal of DoT-reg.

Reference is invited to this office O.M. of even no. dated 18.10.2021, vide which, renewal modules of various categories of licenses administered by WPC Wing were made available on the Saralsanchar portal (saralsanchar.gov.in) for online renewal.

2. However, so far, the facility could only be availed by the licensees whose license has been issued through Saralsanchar system. In absence of migrated data on the saralsanchar system from the legacy system, the facility could not be leveraged by the old licensees.

3. The migration of data i.r.o. following categories of terrestrial spectrum licenses, has since been completed. Such data need to be vetted by the concerned licensees before being migrated to the new system.

<table>
<thead>
<tr>
<th>SI no</th>
<th>License</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Fixed/ Land/ mobile-HF/VHF/UHF license</td>
</tr>
<tr>
<td>2</td>
<td>RADAR, AIS, Beacon license</td>
</tr>
<tr>
<td>3</td>
<td>Terrestrial Broadcasting license (MW/ SW/ FM/ CRS etc.)</td>
</tr>
<tr>
<td>4</td>
<td>Captive Mobile Radio Trunking Service (CMRTS) license</td>
</tr>
<tr>
<td>5</td>
<td>Microwave (MW) Captive license</td>
</tr>
</tbody>
</table>

4. All the licensees of aforesaid categories are requested to register/login with the Saralsanchar system, go to the ‘Migrate License’ tab, search for their licenses/Decision letters and vet/update the records. The detailed user manual on this subject matter is available on the portal.

5. It is to be noted that the licensees, in respect of which renewal of license is due in the month of May, 2022 or later, should invariably renew their licenses through online Saralsanchar only; and for this purpose, they should migrate their license related records through this data migration tool beforehand. For
any query in this regard, please contact the concerned Groups (below 806 MHz and above 806 MHz) of WPC Wing or mail at pgroup-wpc.dot@gov.in.

To:

1. All concerned (through DoT website and Saralsanchar portal);
2. Director, WMO;
3. JWA- RLO (ER/ NR/ WR/ SR), Sr. DWA, RLO-NER;
4. All Sr. DWA of WPC Wing; Sr. DWA (ASMS) for uploading on the DoT website;
5. Director (NT) for uploading on the SARAL SANCHAR portal;

Copy To:

1. OSD to Hon’ble MoSC, DoT, Sanchar Bhawan;
2. Sr. PPS to Sec (T), DoT, Sanchar Bhawan;
3. Sr. PPS to Member (T), DoT;
4. Sr. PPS to AS (T), DoT;
5. Sr. PPS to WA; PPS to JWA (WPC HQ);
User Manual
(Ver 1.1)

For
Applicant

Saralsanchar –Network Migration

Department of Telecommunications

Government of India

04th April , 2022
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USER LOGIN

The URL for testing module is http://210.212.169.196/

Click on Login button in the home page
Enter the credentials and CAPTCHA CODE in the login forms as shown above and Click on LOGIN BUTTON

After Login click on “Number above WPC” of WPC widget

**STEP 1 - MIGRATION TAB SELECTION**

**Step 2 - For network Migration select Migration and Migration of License Tab**
Migration of License:

Note: Migrate Network License which was issued outside SaralSanchar Portal.

Please Select License Type

- Select--

Search By

- Select--

Please Enter License

- Type(FL/FP): FL/FP
- Number(max. 5): / / Ex 1-21

Get Details
Step 3 - Select License type and some matching License number, so as to list required data and in turn select the required license to be migrated.

Step 4 - Now select Request Migration. New Application ID will be generated and the system redirects to form migration page.
Tab:- 1 Company Information :

1. In this tab Mobile Number and Email are mandatory.

2. If applicant selects Change in address and if any change in address the Upload of Address proof is mandatory

3. For change in Land Line and FAX Document Upload is not Mandatory
Tab-2 : License Details :

1 Applicant can edit the License Fee, Royalty fee and Additional Royalty fee, If data available

2 License detail submission is mandatory. Applicant has to submit Letter Number, License Number Validity Date and upload License copy (May not be digitally Signed)

3 Applicant can upload renewal copy, if available (May not be digitally Signed)
### Tab -3 Technical Details :

1. In this step Allotted Frequencies are shown, Applicant can view the allotted frequency details.

2. If any change, Applicant can add/update/delete frequency details.
**MIGRATION APPLICATION FOR WPC(NETWORK LICENSE-Captive Trunking- Below 806 MHz)**

**License No: FL-1142/1-509**

### 3. Technical Details

#### Allocated Frequency Details

<table>
<thead>
<tr>
<th>Frequency Type</th>
<th>Allocated Frequency</th>
<th>Frequency Unit</th>
<th>Hour Of Operation</th>
<th>Emission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ncr</td>
<td>312.275-382.275</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>312.775-382.775</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>312.275-382.275</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>362.775-392.775</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>340.250-390.025</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>312.250-390.025</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>312.250-390.025</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>312.250-390.025</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
</tbody>
</table>

### Add Row

<table>
<thead>
<tr>
<th>Frequency Type</th>
<th>Allocated Frequency</th>
<th>Frequency Unit</th>
<th>Hour Of Operation</th>
<th>Emission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ncr</td>
<td>381.013-063.025</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
<tr>
<td>Ncr</td>
<td>381.275-381.275</td>
<td>Mhz</td>
<td>24 hours</td>
<td>25kW</td>
</tr>
</tbody>
</table>
Tab 4:- No of Stations :

Applicant can change operational and stand by stations

Tab 5 Stations Details :

1. Here List of station details such as station category, name of station, address of station, latitude, longitude etc. are displayed and station details can be modified/deleted

2. Applicant can also submit missing station details
<table>
<thead>
<tr>
<th>Question</th>
<th>Options</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Station Type</td>
<td>Exclusive Multiplex</td>
<td></td>
</tr>
<tr>
<td>2. Station Category</td>
<td>Select Station</td>
<td></td>
</tr>
<tr>
<td>3. Name of the Station</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Province</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. District</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. State</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Latitude</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Longitude</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. To Point</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Type of the Antenna</td>
<td>Omni or Directional</td>
<td></td>
</tr>
<tr>
<td>13. Antenna Gain (dB)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14. Height of Site above mean sea level (in m/s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Antenna installed on</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Height of antenna above ground level (meters)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17. Height of Bulb above ground level (meters)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18. Nearest Airport</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. Distance for nearest airport (km)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SARALSANCHAR – NETWORK LICENSES MIGRATION – APPLICANT USERGUIDE**
Tab -6 Equipment Details:

- **Equipment Category:** --Select--
- **Equipment Type:** --Select--
- **Model:**
- **Manufacturer:**
- **Serial Number:**
- **Quantity:**
- **RF Power:** --Select--

Validation:

Applicant fills the information and validates form before final submission.

**Migration Application for WPC (Network License - Captive Trunking - Below 886 MHz)**

License No-FL-1142/1-509

- Company Information: License issue address details: Enter Mobile number.
- Company Information: Upload Address Proof
- Licence Details: Enter CS Cell Service License No.
- Licence Details: Please upload license copy
- Station Details:
  - Station: WSTN_YESHWANTPUR4_HH: Enter Station type, Station Category, District, Antenna installed on,
  - Station: WSTN_SAM_JABALPUR: Enter Station type, Station Category, District, Antenna installed on,
  - Station: WSTN_MCGOAD_4: Enter Station type, Station Category, District, Antenna installed on,

[Include Save Draft, Validate Application, Submit buttons]
Submission:

After submission, the application shows Submitted status (for scrutiny by nodal).

In Migration tab Dashboard

After Successful Migration on Scrutiny the application will appear as

The License will appear in the License issued list.

--- End of Document ---