



United Arab Emirates



# HOW TO APPLY FOR SPECTRUM AUTHORIZATION



## PROLOGUE

The establishment and use of wireless transmission station within the United Arab Emirates (UAE) is permitted only upon obtaining a frequency spectrum authorization from the Telecommunication Regulatory Authority (TRA) in accordance with article 50 of the Federal Law by Decree No. (3) of 2003 and its Amendments. The Spectrum Allocation and Assignment Regulations issued by the TRA explain the framework of spectrum issuance authorizations.

## FREQUENCY SPECTRUM AUTHORIZATION

The frequency spectrum authorization is a written approval by the TRA for use of the frequency of the spectrum under specified technical conditions, such as:

- Radiated power, bandwidth, etc.
- At the specified location
- The given number of wireless equipment
- Use by the authorized user only
- The validity period of the authorization
- Usage Strictly within the terms and conditions as specified on the authorization

## THE NATIONAL SPECTRUM PLAN

The National Spectrum Plan, the National Table of Frequency Allocation and Radiocommunication Policy issued by the TRA give the framework for allocation of frequencies for all radio communication services in the UAE. The TRA assigns the frequency spectrum to all organizations and entities, whether government or non-government, civil or military and persons. These documents may be downloaded from the TRA web site:

[www.tra.gov.ae](http://www.tra.gov.ae)



## THE PROCEDURE TO OBTAIN AN AUTHORIZATION

Those interested in obtaining spectrum authorization, the applications have to be submitted through the e-services section provided in the TRA website. This system enables the applicants to follow up with the status of the application and also obtaining a copy of invoice and issued authorizations.

Applicants who are interested in obtaining frequency spectrum authorization shall follow the below steps:

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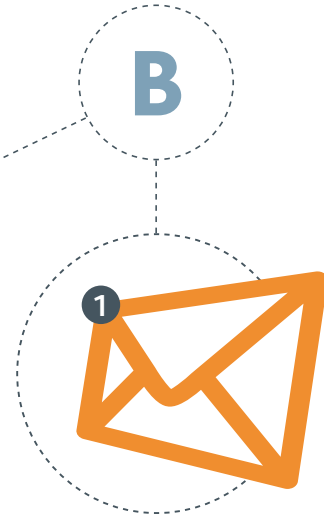
### OBTAINING USERNAME ACCOUNT

1. Visit the TRA website [www.tra.gov.ae](http://www.tra.gov.ae) and click on e-service
2. Click on Apply for spectrum authorization
3. Click on new account
4. Please fill all fields especially those indicated with star\*
5. Click on validate button to ensure that the form was filled correctly
6. Print the form and get it signed by the authorized person
7. Attach both the signed printed copy of the application form and a company letter as determine in the application form as two separate attachments
8. Click on submit application

In case of correct submission the system sends notification email confirming the reception of the application form. The TRA evaluates and studies the submitted applications and reply within two working days, and accordingly the system sends notification email stating the application status.

## APPLY FOR NEW APPLICATION

1. Click on Application then new
2. Select the service type for the required authorization
3. Fill in all fields and determine the spectrum period required
4. Attach the required documents as indicated in the application form, including the AED 500 as application processing fees payable in advance and non-refundable (some exemptions mentioned in the regulations for some spectrum users – please see the spectrum fees regulations V2.0)
5. Click on submit application



In case of correct submission the system sends notification email confirming the reception of the application form. The TRA evaluates and studies the submitted applications and reply as in a specific timeline as indicated in this guidelines, and accordingly the system sends notification email stating the application status. The applicant shall follow the procedure and method for payments in this booklet.

## APPLY FOR RENEWAL OF AN AUTHORIZATION

1. Click on Application then renew
2. Select the service type for the required authorization
3. Click on the application number wish to renew
4. Tick on the declaration box and also specify the spectrum period
5. Attach the required documents as indicated in the application form
6. Click on submit application

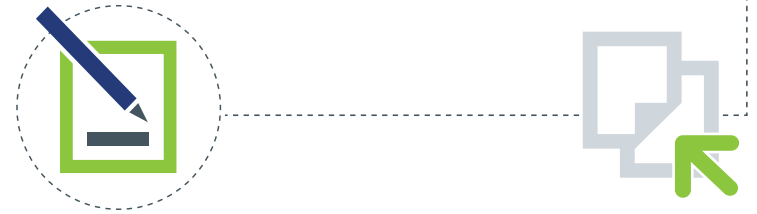


In case of correct submission the system sends notification email confirming the reception of the application form. The TRA evaluates and studies the submitted applications and reply as in a specific timeline as indicated in this guidelines, and accordingly the system sends notification email stating the application status.

The applicant shall follow the procedure and method for payments in this booklet.

## APPLY FOR MODIFICATION OF AN AUTHORIZATION

1. Click on Application then modify
2. Select the service type for the required authorization
3. Click on the application number wish to modify
4. Tick on the declaration box and also specify the modification date
5. Please determine the modifications in the next page of the application form
6. Attach the required documents as indicated in the application form
7. Click on submit application



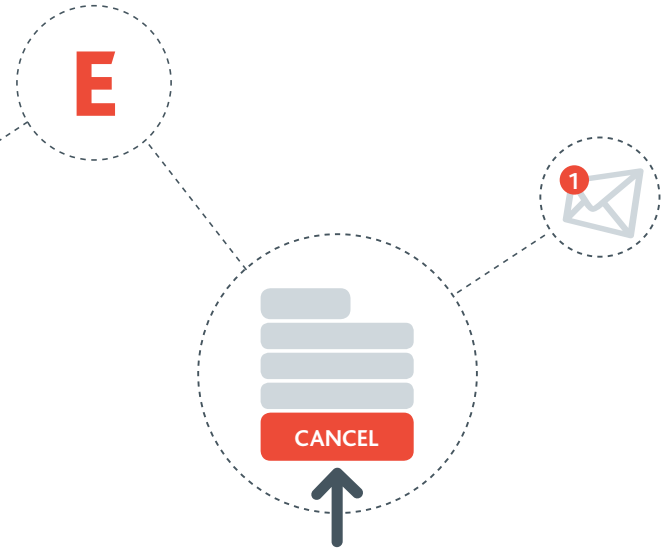
In case of correct submission the system sends notification email confirming the reception of the application form. The TRA evaluates and studies the submitted applications and reply as in a specific timeline as indicated in this guidelines, and accordingly the system sends notification email stating the application status.

The applicant shall follow the procedure and method for payments in this booklet.



## APPLY FOR CANCELLATION OF AN AUTHORIZATION

1. Click on Application then cancel
2. Select the service type for the required authorization
3. Click on the application number wish to cancel
4. Tick on the declaration box and also specify the cancellation date
5. Attach the required documents as indicated in the application form
6. Click on submit application



In case of correct submission the system sends notification email confirming the reception of the application form. The TRA evaluates and studies the submitted applications and reply as in a specific timeline as indicated in this guidelines, and accordingly the system sends notification email stating the application status.

## SPECTRUM FEES

Spectrum fees are calculated in accordance to the Spectrum Fees Regulations V2.0 issued by the TRA and available on the website [www.tra.gov.ae](http://www.tra.gov.ae), all spectrum fees payable in advance and nonrefundable.



## PROCEDURE AND METHOD OF PAYMENTS

All applicants shall submit all applications along with 500 AED application processing fees (some exemptions mentioned in the regulations for some spectrum users – please see the spectrum fees regulations V2.0), in case of application approval the TRA shall raise an invoice for the spectrum fees calculated annually. The system sends notification email to the applicant for immediate payment and thereof submits the receipt.

The TRA shall acknowledge the payment via the finance department and accordingly issue the authorization. Spectrum Fees prescribed in the Spectrum Fees Regulation V2.0 can be paid through one of the following methods:

- CASH
- E-DIRHAM
- E-PAYMENT
- WIRE TRANSFER

In case of bank transfer or wire transfer, always write on the deposit slip the name of the organization for which the authorization will be issued, or the TRA invoice number.

Account name: The General Authority for Regulating the Telecommunications Sector (TRA)

Account No: 1950000117

Bank: National Bank of Abu Dhabi,  
P.O.Box 7644 Batin Branch,  
Abu Dhabi, UAE.

Swift Code: NBADAEABAT



## THE TIMELINE NEEDED TO OBTAIN A FRESH AUTHORIZATION

The processing time for obtaining frequency spectrum authorization depends on the type of radio communication services requested which varies from "1 day to 4 weeks" and also whether it is new, modify or renew application.



## TEMPORARY AUTHORIZATIONS

The TRA issues temporary frequency spectrum authorizations for periods from a single day up to Ninety days. The spectrum fees are calculated on pro-rata basis in accordance with the Spectrum Fees Regulations.



16-17

## SPECTRUM REGULATIONS

All use of frequency spectrum is governed by different regulations issued by the TRA for example aeronautical, maritime, PMR, fixed service, SRD, etc. which are available on the TRA website. There is no license-exempt band in the UAE. The use of 2.4 and 5.8 GHz bands are also covered under regulations.

TRA



## SUGGESTIONS, ENQUIRIES & COMPLAINTS

TRA is seeking to provide the best services to facilitate communication with the public to provide suggestions and complaints without any complications through its website, fax, telephone, email or by simply filling the Suggestions & Complaints Form available at TRA front offices in Abu Dhabi and Dubai.

