





Equipment Authorization (EA) Procedures

- **Verification**
 - Manufacturer ensures equipment complies with appropriate technical standards
 - Label should not have FCC ID (KDB 784748)
 - Examples of devices subject to Verification
 - Industrial, Scientific & Medical (ISM) equipment
 - Business Class A computer equipment
 - TV and FM Receivers

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EA Procedures (cont'd)

- Declaration of Conformity (DOC)
 - Responsible party ensures equipment complies with appropriate technical standards
 - Devices must be tested by a test laboratory accredited by the National Voluntary Lab Accreditation Program (NVLAP); American Assoc of Lab Accreditation (A2LA); or an accredited lab designated by the FCC under terms of a negotiated Mutual Recognition Agreement (MRA)

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EA Procedures (cont'd)

- Certification
 - An authorization issued by the FCC or by a designated Telecommunications Certification Body (TCB) based on submitted representations and test data.

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Applying for Equipment Authorization

- Reference KDB 982426
 - Determine what authorization is required
 - Evaluate testing requirements and means of acquiring data (i.e. contract test firm)
 - Devices requiring Certification
 - Obtain an FCC Registration Number (FRN)
 - Obtain Grantee Code if applicant has none
 - File Form 731 with FCC (if required) *or*
 - Request Certification from TCB (if acceptable)
 - Pay necessary fees
 - Grantee Code
 - Application fee if filed with the FCC

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Applying for EA (cont'd)

- Grantee Code Guidelines KDB 204515
 - New Grantee Code Assignments
 - Fee Payment Information
 - Grantee Code Registration Number (GC#)
 - Modify Grantee Code Information
 - Info Changes Performed Online; No Fee Required

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Fees

- Reference KDB 980285
 - Summary of Equipment Authorization fees
 - Also see <http://www.fcc.gov/fees/appfees.html>
 - 2009 Fee Filing Guides
 - Office of Engineering and Technology (OET)
Effective 04/28/2009

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General Guidance

- Protected Information
 - Grantee Code Registration Number (GC#) should be provided to / retained by applicant
 - FCC Registration Number (FRN) password should be provided to / retained by applicant
 - Telecommunications Certification Number (TC#) should only be provided to authorized person(s)
- E-mails to esasadmin@fcc.gov
 - When referencing FCC ID, include TC#(s)
- Naming exhibit(s)
 - Give specific name; i.e., do not name an exhibit “Cover Letter.” Name it “Confidentiality Request.”

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General Guidance (cont'd)

- Reason / type of application clarification
 - *Original equipment* – equipment that has not received an authorization to market
 - *Change in identification of presently authorized equipment* – Section 2.933(b); at the time of application an Original FCC ID and Grant Date are required
 - *Class II permissive change or modification of presently authorized equipment* – Section 2.1043(b)(2); must be submitted under the same FCC ID and rule part(s) as an original, previously authorized filing
 - *Class III permissive change (Software Defined Radio Only)* – Section 2.1043(b)(3); permitted only for equipment in which no Class II changes have been made to the originally approved device

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Confidentiality

- Reference KDB 726920 (pending)
 - Synopsis of pending application confidentiality
 - Synopsis of confidentiality of granted exhibits
- Attachments to KDB 726920 (pending)
 - Confidential Exhibits Table
 - Confidentiality Detail
 - Confidentiality Processes for TCB filed applications
 - Confidentiality Processes for FCC filed applications

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Confidentiality Issues

- Pre-grant: Verify with client, applicant, etc. whether ANY exhibits contain confidential matter
- If such an exhibit has been uploaded, supersede it – whether the exhibit is to be revised/replaced, or not
- Post-grant: send supersede e-mail request to casadmin@fcc.gov

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Supersede Procedures

- Pre-grant: TCB can perform supersede
- Post-grant: send e-mail request to supersede no more than two exhibit types to [easadmin@fcc.gov](mailto: easadmin@fcc.gov)
 - Provide name (description) of exhibit(s) to be superseded
 - Provide explanation for request
 - Do **NOT** upload revised exhibits until advised to do so
- Upon receiving e-mail from easadmin
 - Upload revised / replacement exhibit(s)
 - Upload Cover Letter exhibit that includes reason for supersede
 - Review exhibits online to determine desired exhibit(s) has/have been superseded

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Filing of Incorrect FCC ID

- Pre-grant: TCB can correct Product Code
- Post-grant: within 30 days, TCB can correct Product Code
- Post-grant: beyond 30 days, send e-mail to esadmin@fcc.gov
- Application with incorrect Grantee Code must be dismissed; send e-mail to esadmin@fcc.gov

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Questions ???

Thank You !

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