

CLASSIFICATION: _____

**Customer RFA Request Sheet
88CG/SCXP RF Spectrum Management**

Please provide classified requests on SIPRNET.

The following steps are required for obtaining frequency support.

PER PUBLISHED FEDERAL LAW¹ AND DODI 4650.01, ALL RF SPECTRUM DEPENDENT SYSTEMS/DEVICES MUST HAVE OBTAINED EQUIPMENT CERTIFICATION VIA THE DD FORM 1494 PROCESS PRIOR TO ACQUIRING RADIO FREQUENCY AUTHORIZATION (RFA) FOR OPERATION IN EITHER CONUS OR OCONUS.

- Step 1.** Does the proposed system have an approved² DD Form 1494 or a DD Form 1494 being processed?
- a. If yes, go to step 2.
 - b. If no, Contact an Equipment Certification Engineer immediately³ to start the process. Go to Step 1.

- Step 2.** Fill out the attached form⁴ to start the process for requesting a Radio Frequency Authorization (RFA) IAW AFI 17-220, Spectrum Management (SEE PARAGRAPH 3.2.8., PAGES 13-14).

WARNING: "IF AN RFA IS REQUIRED IN 60 BUSINESS DAYS OR LESS, PLEASE PROVIDE AN URGENCY OPERATIONAL NEED (UON) STATEMENT ON ORGANIZATIONAL LETTERHEAD SIGNED BY A FLAG OFFICER OR CIVILIAN SES. PROVIDE DOCUMENT AS AN ATTACHMENT TO THIS REQUEST."

Minimum Lead time is 120 business days for processing an RFA proposal (here's what to expect):

88CG	Generate the RFA proposal(s) and coordinate	10 Days (plus regional coordination if required)
HQ AFMC	Review and verify requirement	10 Days
AFSMO	Review, verify requirement and coordinate	90 Days (plus national coordination if required)
NTIA	Submit to all Federal Agencies for Vote	10 Days (plus negotiations if required)

- Step 3.** Return the attached form via one of the following methods:

Unclassified:

Fax: Commercial (937) 255-1851, DSN 785-1851

E-Mail to: 88CG.SCXP.RF-Assigners@us.af.mil

SUBJECT: Frequency Assignment Request

Classified:

STE/Fax: Commercial (937) 255-0129, DSN 785-0129

E-Mail to: first.name.last@mail.smil.mil

SUBJECT: Frequency Assignment Request

¹ OMB Circular A-11, NTIA: Manual of Regulations and Procedures for Federal Radio Frequency Management

² The National Telecommunications and Information Administration (NTIA) is the only Equipment Frequency Allocation – Certification Authority.

³ The Equipment Frequency Allocation - Certification process can take a year or more to be completed through the federal regulator, the National Telecommunications and Information Administration (NTIA). So **START NOW**.

⁴ Complete all applicable items on the form. The use of "See DD 1494" is no longer authorized as a data entry. Please call if help is needed to fill out this form.

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ADMINISTRATIVE DATA

Program Name/Contact Information	Name/Phone Number	
Unit/Office Symbol		
GOV/Military POC	Name/Phone Number	
Bill To:	(i.e. RYZ, F22, F15u)	
Contractor POC	Name/Phone Number	
Contract Information	Number/Expiration Date	

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START DATE:

END DATE:

TRANSMITTER INFORMATION

Transmitter Equipment	<i>Block 1 of DOD General Page of 1494. Ex: icom, AN/ARC -210</i>	QuarterBranch RM2
Transmitter DD Form 1494	<i>Bottom of 1494 Ex: J/F 12/0512</i>	
Frequencies Needed	<i>Block 4 of DOD General Page of 1494. Ex: M163.5, M162-117 List only frequencies needed.</i>	2 GHz to 18 GHz
Emission Designators	<i>Block 4b. of DOD General Page of 1494. Ex: 11k0F3E, 25K0G1d. List only emissions needed</i>	11G5P0N
Transmit Power	<i>Block 19. Of Transmit Equipment Characteristics page. Ex: 5w, 25w.</i>	300 mW average power out 2W peak transmit power
Transmit Type	<i>Block 4 of Transmit Equipment Characteristics page. Ex: FM Communications.</i>	Pulsed; 200 ns Pulse Width; 750 kHz PRF
	<i>Do you have amplifiers? (Y/N)</i>	Y

TRANSMIT ANTENNA INFORMATION

Antenna Type	<i>Block 5 of Antenna Equipment Characteristics page. Ex: Whip, Parabolic, Dipole.</i>	Broadband Dual Ridge
Antenna Polarization	<i>Block 6 of Antenna Equipment Characteristics page. Ex: Vertical, Horizontal, Linear</i>	Vertical and Horizontal
Antenna Gain	<i>Block 8a. of Antenna Characteristics page. Ex: - 4.5dbi, 25dbi</i>	14.2 dBi max
	<i>Polarization (i.e. Vertical, Horizontal, Linear)</i>	Vertical and Horizontal
Transmit Operating Location	<i>State or Country Ex: Boardman, OR, Edwards AFB, CA</i>	
Transmit Coordinates	<i>EX: 282000N0800001W (include degrees, minutes and seconds)</i>	
Transmit Operating Radius	<i>Specify in Kilometers. Ex. 150km radius</i>	200' Radius
Type Testing	<i>Ground (Y/N or Both)</i>	Ground
Site Elevation	<i>(Above Mean Sea Level) (Specify in Feet)</i>	
If Airborne:	<i>(Maximum Flight Level) (Specify in Feet)</i>	Not Airborne

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Antenna Height	(Above Ground) (Specify in Feet)	17' Max
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RECEIVER ANTENNA INFORMATION

Antenna Type	Block 5 of Antenna Equipment Characteristics page. Ex: Whip, Parabolic, Dipole.	PCB Flaired Notch
Antenna Polarization	Block 6 of Antenna Equipment Characteristics page. Ex: Vertical, Horizontal, Linear	Vertical and Horizontal
Antenna Gain	Block 8a. of Antenna Characteristics page. Ex: - 4.5dbi, 25dbi	10.7 dBi
Transmit Operating Location	State or Country Ex: Boardman, OR; Edwards AFB, CA	
Transmit Coordinates	EX: 282000N0800001W (include degrees, minutes and seconds)	
Transmit Operating Radius	Specify in Kilometers. Ex. 150km radius	200'
Type Testing	Ground (Y/N or Both)	Ground Only
Site Elevation	(Above Mean Sea Level) (Specify in Feet)	
If Airborne:	(Maximum Flight Level)(Specify in Feet)	Not Airborne
Antenna Height	(Above Ground) (Specify in Feet)	17'

RADAR INFORMATION

Radar Type/Tunable	Block 24. Remark section of the Transmitter Equipment Characteristics Page. EX: Fixed frequency M10250, can be adjusted.	Broadband Pulsed IF Instrumentation Radar; Sweep unmodulated from 2 GHz to 18 GHz with 5 MHz step size
Radar Pulse Width	Block 18b. of Transmitter Equipment Characteristics Page. EX: .0.168	200 ns
Radar Repetition Rate	Block 18a. of Transmitter Equipment Characteristics Page. EX: 250/400/1000	750 kHz

UNCERTIFIED EQUIPMENT INFORMATION

Equipment (Uncertified)	Has a DD Form 1494 been submitted to AFLCMC for processing? (Y/N)	Y
	AFLCMC Certification Tracking ID Number	AFLCMCW-
	Civilian Manufacture's Name	QuarterBranch Technologies
	Civilian Nomenclature	RCS Instrumentation Radar
	Civilian Model and/or Part Number	RM2
	FCC ID Number	

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STOP BUZZER

**All Testing and Experimental Authorizations require an emergency shut down point of contact.
This individual shall be on site and shall terminate operations when called.**

Name(s)

Phone Number(s)

Cell Phone Number(s)

Satellite Phone Number(s)

Other Procedures:

Description of Operations (to Include a Line Diagram via PowerPoint or pdf):

I certify that the information provide is correct to the best of my knowledge.

X

Signature

Printed Name and Grade

Date

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