

**PROCEDURE FOR IMPORTING AND OBTAINING A LICENCE FOR
RADIOCOMMUNICATION EQUIPMENT**

The Communications Division of the DICT is responsible for authorising the importation of radiocommunication equipment into the Seychelles. If you are considering importing such equipment, please familiarize yourself with the information below on the procedure that need to be followed.

1. Radiocommunication (radio) equipment are **restricted goods** under the Customs Management (Prohibited and Restricted Goods) Regulations, 2023¹.
2. An **import permit** is required from the Import/Export Permit Section of the Ministry of Finance, National Planning & Trade to import any radiocommunication equipment. An import permit is granted upon authorisation from the Communications Division of the Department of ICT (DICT), Vice-President's Office.
3. A **licence** is required to use radio frequency spectrum and install and operate a radiocommunication equipment, under the Communication Act, 2023 (Act 3 of 2023).
4. **Examples** of radiocommunication equipment are walkie-talkies, amateur radios, aeronautical radios, satellite dishes, satellite maritime transceivers, and jammers.
5. **Applications** for an Import Permit to import radiocommunication equipment should be submitted, usually by letter or e-mail to either of the following:
 - i. DICT (copy to 'ii' below).
 - ii. Import/Export Permit Section (copy to 'i' above).

Note 1: Import/Export Permit Section forwards all applications to DICT for processing.

6. All applicants are required to **provide the following information**² to DICT when asking for permission to import and operate any radiocommunication equipment in Seychelles:
 - (a) The purpose of the equipment;
 - (b) The make and model of the equipment, including the antenna; alternatively, the applicant can provide a copy of the technical literature/brochure (manufacturer's technical specification sheets) for the equipment;
 - (c) The quantity of equipment to be imported;
 - (d) The anticipated frequency band or specific frequencies of operation of the equipment;
 - (e) Envisaged location in Seychelles where the equipment will be setup and operated; and
 - (f) Period of use of the equipment.

Note 2: Other information may be requested by DICT.

¹ <https://src.gov.sc/wp-content/uploads/2023/11/SI-87-Customs-Management-Prohibited-and-Restricted-Goods-Regulations-2023.pdf>

² In the case of Earth Stations/ Very Small Aperture Terminals (VSAT), please refer to Annex 1 for the provision and information to the procedure.

7. Upon receipt of all the necessary information, DICT conducts a frequency clearance procedure if no frequency was previously assigned to the applicant (e.g. no previous licence, no previous authorisation to import and operate).
8. In cases where DICT have **no objection in principle** to grant authorisation to the applicant, the applicant is requested by DICT to:
 - i. Apply for a licence at the Seychelles Licensing Authority (SLA) for operating the radiocommunication equipment before DICT grants the authorisation;
 - ii. Pay the licence fee upon submission of an application under (i); and
 - iii. Renew existing licences, if any have expired.
9. Further to the frequency clearance procedure under '7', DICT will assign a frequency or frequencies, as the case may be, to the applicant once SLA confirms the following:
 - i. Licence application has been submitted;
 - ii. Licence fee` has been paid; and
 - iii. Existing licences which have expired have been renewed.
10. DICT, upon assigning the frequency or frequencies referred to under 9, will request the applicant to provide proof³, usually from the supplier of the equipment, that the radio communication equipment has been programmed with the assigned frequency or frequencies. In cases where applicants have already been assigned with a frequency or frequencies, they also have to show proof that the equipment to be imported are programmed with the frequency or frequencies.
11. Once proof referred to under 10 has been provided, DICT then issues an authorisation to import the radiocommunication equipment and copy the correspondence to the relevant parties, usually they are the Import/Export Permit Section, Seychelles Revenue Commission and SLA.
12. In cases where DICT objects to granting authorisation for the applicant to operate a particular radiocommunication equipment, the applicant is formally advised of the decision; and the correspondence is copied to the relevant parties indicated in '11'.
13. Based on the decision of DICT, the Import/Export Permit Section either **grants or refuses** the applicant an Import Permit for the radiocommunication equipment.

³ Proof can be in the form of a formal letter from the supplier, a print screen of the programming software showing the programmed frequency or frequencies or as an item indicated on the invoice from the supplier.

ANNEX 1

REGULATORY REQUIREMENTS FOR IMPORTING, INSTALLING AND OPERATING A VSAT/EARTH STATION IN SEYCHELLES

The complete Very Small Aperture Terminal (VSAT)⁴ regulatory requirements, licensing costs and other requirements for importing, setting up and operating a VSAT are:

1. A licence is required to possess, install and operate a VSAT the licence fee is SCR 5,000 per annum;
2. The VSAT and associated telecommunications system shall not be connected to any local public telecommunications networks;
3. The VSAT shall **not be allowed** to operate in the **3400-3700 MHz band (extended C-band)**. In the event that the input RF frequency of the associated Low Noise Block (LNB) down converter falls in the frequency range 3.4-4.2 GHz (i.e. operates over a frequency range of 3400-4200 MHz (both extended C-band and classical C-band)) the applicant is required to **replace such LNB down converters** or **install the necessary filters** to filter signals received from the 3400-3700 MHz band;
4. It is recommended that the VSAT operate in the classical C-band, 3800 - 4200 MHz, so as to minimize the possibility of interference to Broadband Wireless Access (BWA) systems in the 3400-3700 MHz band;
5. An import permit is required to import a VSAT; the information listed below is required for the consideration of the VSAT system for importation, installation and operation; and
6. The following must be submitted to this office:
 - a. The owner of the VSAT;
 - b. Full description of the service to be provided via the VSAT;
 - c. Detailed schematic diagram showing system and network configurations;
 - d. Complete technical specifications of the components of the Outdoor⁵ and Indoor⁶ Units of the (VSAT), including the diameter in meters of the Earth station antenna to be employed. Alternatively provide the supplier's datasheets of the indoor and outdoor units, including the antenna;
 - e. The frequency assignments to be used with the VSAT, including bandwidth of the transmissions;
 - f. Envisaged location in Seychelles where the VSAT would be setup; and
 - g. Declaration of conformity of the equipment to international standards/directives, relative to RF (Spectrum), Electromagnetic Compatibility (EMC) and Safety.

If the request to import, install and operate the VSAT is approved, the applicant would be issued with a letter indicating that permission has been granted to import, install and operate the VSAT system. The applicant will now be **required to apply for an import permit at the Import/Export Permit Section** of the Ministry of Finance, National Planning & Trade.

However, before setting up the VSAT system, the applicant would be requested to:

- i. Obtain the necessary permission from the Seychelles Planning Authority and the Ministry of Agriculture, Climate Change & Environment;
- ii. Apply for a 'Satellite Fixed Service' licence at the Seychelles Licensing Authority (SLA); and
- iii. Complete the attached **Appendix 4 Form** and submit it to this office.

Important Contacts (On Next Page)

⁴VSAT: Is either designed for transmission-only, for transmission-and-reception or for reception-only of radio-communications signals in the frequency bands allocated for Fixed Satellite Service (FSS), shared with other services, e.g. the Fixed Service (FS) and the Mobile Service (MS).

⁵Outdoor unit: The part of the VSAT intended to be installed outdoor, as declared by the manufacturer, or as indicated in the user documentation. The outdoor unit usually comprises of the antenna subsystem, the LNB down converter, the up-converter and the power amplifier.

⁶Indoor unit: Is composed of that part of the VSAT which is not part of the outdoor unit such as the satellite modem. It is generally installed inside a building and is connected to the outdoor unit. The connection cable between the outdoor and indoor unit is considered part of the indoor unit.

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APPENDIX 4 FORM: CHARACTERISTICS OF THE EARTH STATION REQUIRED AS PER ARTICLES 9.17 AND 11.2 OF THE INTERNATIONAL TELECOMMUNICATION UNION- RADIO REGULATIONS (ITU-RR)

1. GENERAL CHARACTERISTICS OF THE EARTH STATION

1.1 **Name of Operator/Owner of Earth Station:**

1.2 **Name of Earth Station:**

1.3 **Size in Diameter of Earth Station Antenna:** Meters

Earth Station Coordinates:	Longitude	Degrees	Minutes	Seconds	East/West
	Latitude				

Earth Station Azimuth:	<input style="width: 100%; height: 20px;" type="text"/>	Degrees
Earth Station Elevation:	<input style="width: 100%; height: 20px;" type="text"/>	

1.6 **Associated Space Station Name:**

Space Station Orbital Longitude:	<input style="width: 100%; height: 20px;" type="text"/>	Degrees	East/West

1.8 **Table of values for the Horizontal Elevation**

AZIMUTH	ELEVATION ANGLE Degrees	AZIMUTH	ELEVATION ANGLE Degrees	AZIMUTH	ELEVATION ANGLE Degrees	AZIMUTH	ELEVATION ANGLE Degrees	AZIMUTH	ELEVATION ANGLE Degrees	AZIMUTH	ELEVATION ANGLE Degrees
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2. TRANSMITTING (Tx.) EARTH STATION CHARACTERISTICS

2.1	Maximum Tx. Isotropic Gain of Antenna:		dBi
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2.2	Antenna Radiation Pattern (Note 1):	
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		Tx. Frequency (MHz)	Designation of Emission	Maximum Tx. Power (dBW)	Maximum Power Density (dBW/Hz)
2.3	Emission Characteristics:				

3. RECEIVING (Rx.) EARTH STATION CHARACTERISTICS

3.1	Maximum Rx. Isotropic Gain of Antenna:		dBi
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3.2	Rx. System Noise Temperature:		Kelvins
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		Rx. Frequency (MHz)	Designation of Emission
3.3	Reception Characteristics:		

NOTES

Note 1: Indicate the antenna reference radiation pattern or provide antenna radiation pattern diagram.