
DRAFT TYPE APPROVAL GUIDELINES
For Radio Equipment and Telecommunications Terminal Equipment

CONSULTATION DOCUMENT

The Supreme Council of Information & Communication Technology “ictQATAR”

13 June 2010

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I. Introduction

I.1. Background

This consultation is released in relation to the “Draft Type Approval Guidelines for Radio Equipment and Telecommunications Terminal Equipment” drafted by the Supreme Council of Information and Communication Technology (“**ictQATAR**”) on 13 June 2010.¹

In accordance with Article 2.11 and Article 4.5 of the Telecommunications Law, ictQATAR has the statutory duty to ensure the safety of all information and telecommunications services and for that purpose, determine technical standards for telecommunications networks, the connection of Radio Equipment and Telecommunications Terminal Equipment (“**RTTE**”) to telecommunications networks concerned. ictQATAR fulfils this function by requiring that all RTTE are Type Approved before being allowed to be marketed and operated in Qatar.

I.2. Consultation Objective

The objective of this consultation document is to give manufacturers and importers of RTTE, operators and other interested individuals an opportunity to respond and contribute to the formulation of an improved Type Approval regime. It is in the interests of ictQATAR to ensure that the new Type Approval regime is one that has the support of all stakeholders involved in the run up to the planned opening up of the market for importation and commercialization of RTTE. This consultation follows the public consultation on draft Type Approval Policy launched by ictQATAR on 26 April 2009, (which subsequently led to the release of the final Type Approval policy on 30 August 2009), and is designed to review only a subset of specific points.

In regards to any acronyms used in this document, please refer to the Draft Type Approval Guidelines document.

¹ The publication of this document follows the publication of the Type Approval Policy, in accordance with Decree Law No. (34) of 2006 on the promulgation of the Telecommunications Law.

2. Consultation questions

This section aims to address each of the key points addressed in the Draft Type Approval Guidelines to which ictQATAR welcomes the input of manufacturers and importers of RTTE, operators and other relevant persons. The Type Approval Guidelines document itself is provided, for reference, as an attachment to this consultation. A list of the key points addressed in the scope of this consultation can be found below:

1. Technical standards used by ictQATAR
2. Documentation required for the Simplified and Standard Type Approval processes
3. Documentation required for the Technical Construction File
4. List of equipment exempted from the Type Approval process
5. Criteria and Requirements for Type Approval bodies recognized by ictQATAR
6. Criteria and Requirements for accredited Testing Laboratories recognized by ictQATAR
7. Import limit on number of units for personal use
8. Content of published Type Approval Register
9. Content of published Importer Register

Each point will now be addressed in detail.

1. Technical standards recognised by ictQATAR

ictQATAR refers to a list of specific recognized technical standards during its Type Approval process relevant to the use and sale of RTTE in Qatar. A full list of those standards is available in Appendix D of the Draft Type Approval Guidelines. This list of standards has been drafted based on international best practice, renowned standards, and on the fact that Qatar is in ITU region I (as regards ETSI standards).

As per page 9 of the Draft Type Approval Guidelines, compliance with these technical standards aims to ensure that:

“

- *No sub-standard RTTE which can represent health and safety hazards are operating in Qatar;*
- *Consumers are protected from RTTE's that are non-compatible with the local telecommunications network; and*
- *The operating frequency of all radio communication equipment is as per the National Frequency Allocation Plan in Qatar and that no interference is caused to current and planned services.*

”

Question 1: Do you agree with the technical standards proposed by ictQATAR in Appendix D of the Draft Type Approval Guidelines? Are there any other standards that should be added (please specify and provide justification)?

2. Documentation required for the Simplified and Standard Type Approval processes

Applications for the **Simplified Type Approval** must be made using the prescribed application form (found in Appendix A of the Draft Type Approval Guidelines) and supported by the following documentation (as per page 11 of the Draft Type Approval Guidelines):

“

- i. *A duly signed and dated Certificate of Compliance² certifying that the equipment complies with the appropriate standards, issued by the entity which had tested or type approved the RTTE and which must be either a National Regulatory Authority recognized by ictQATAR or a Conformity Assessment Body³ recognized by ictQATAR (please refer to Appendix E of the Draft Type Approval Guidelines for full lists).*

- ii. *Proof of payment for the prescribed Type Approval fee*

”

Applications for the **Standard Type Approval** must be made using the prescribed application form (found in Appendix B of the Draft Type Approval Guidelines) and supported by the following documentation (as per page 13 of the Draft Type Approval Guidelines):

“

- i. *Evidence of compliance of the RTTE with the relevant standards recognized by ictQATAR. The collection of such evidence is called Technical Construction File (TCF), and must include all supporting documents⁴ set out in section 6 of these guidelines.*

- ii. *Proof of payment for the prescribed Type Approval fee.*

- iii. *ictQATAR reserves the rights to require up to two sample units of the RTTE along with the appropriate test accessories for testing at a laboratory assigned by ictQATAR. The applicant will be responsible for all laboratory or other costs incurred*

”

ictQATAR has the mandate to ensure that all products approved for importation comply with a minimum standard. As such, documentation of this, in the form of either a Certificate of Compliance (for simplified process) or the Technical Construction File (for standard

² As defined in section 2 of the Type Approval Guidelines and includes, for instance, Type Approval Certificate, FCC grant of equipment authorization, "Notified Body Expert Opinion" stating conformity to EN standards etc

³ As defined in section 2 of the Type Approval Guidelines and includes, for instance, testing or calibration laboratories, inspection body, Telecommunications Certification Body

⁴ Including the Declaration of Conformity (DoC)

process – which includes a Declaration of Conformity), and further testing (as required) of the RTTE in case of doubt, remains an important part of ictQATAR’s role in the Type Approval process.

Question 2: Is this list of required documentation appropriate and practical for applicants to provide? Are there any other items that should be included, or conversely, items that should be omitted?

3. Documentation required for the Technical Construction File

The Technical Construction File contains all suitable test reports and other supporting documents demonstrating compliance of the RTTE with the required standards recognized by ictQATAR. As per page 14 of the Draft Type Approval Guidelines, the format is “flexible”, but the content must comply with the relevant ISO/IEC standards⁵.

Specifically, the following documentation must be included:

“

- i. *An index or table of contents;*
- ii. *A Declaration of Conformity (DoC) issued by the manufacturer of the RTTE. A more detailed description of the Declaration of Conformity is provided in section 6.2 of the Guidelines;*
- iii. *Technical/operational documentation of the RTTE including a brief explanation describing how the RTTE is intended to be used and any information related to the installation of the RTTE and relevant to compliance;*
- iv. *Identification of any communications networks and/or any radio interfaces (antennas or connection points for antennas) concerned, along with any intended radio spectrum usage;*
- v. *Where software or firmware may affect compliance of any network interface or have an effect on radio frequency emissions, it should be explicitly referenced and any user configurable options explained;*
- vi. *If the equipment is an interface card or module for installation in host equipment, the description must give sufficient information so that compatibility and end usage can be understood;*
- vii. *Circuit diagrams, PCB layouts, parts lists and other design and construction information for those parts of the RTTE which have a direct impact on compliance with the technical requirements, including but not limited to all network or radio interface circuits (antennas or*

⁵ ISO/IEC 17050-2:2004 (with the exception of clause 5.2(a) of the ISO/IEC standard)

connection points for antennas), power supplies and ports for connecting other equipment which communicates via or interacts with those interfaces. Circuit elements need only to be shown in sufficient detail so that they are understood as regards compliance issues;

- viii. *Photographs or illustrations showing external features and internal layout. These should be in sufficient detail to permit reliable visual identification of the RTTE concerned;*
- ix. *Label placed on the RTTE, as specified in section 8 of the Guidelines;*
- x. *Test reports issued by accredited Testing Laboratories recognized by ictQATAR (see Appendix F) demonstrating that the RTTE complies with the standards adopted in Qatar with respect to:*
 - *Effective use of radio frequency spectrum for radio communication equipment*
 - *Interconnection with Public Telecommunication Networks (in case the equipment is to be interconnected with PTNs)*
 - *The protection of the health and the safety of the user*
 - *Electromagnetic Compatibility*

”

Question 3: Is this list of required documentation for the Technical Construction File appropriate and practical for applicants to provide? Are there any other items that should be included, or conversely, items that should be omitted?

4. List of equipment exempted from Type Approval process

Certain types of RTTE will be exempted from Type Approval by ictQATAR. Each type of equipment subject to this treatment is listed in the table below, along with specified technologies, type of use and specific exclusion.

Equipment type	Description	Specified technologies	Type of use	Specific Exclusion
Receiver-only, transmitter RTTE such as mobile handsets	Equipment is <ul style="list-style-type: none"> Receiver-only or transmitter capable only of transmitting under control of a public network that has been Imported for personal use Marked with a compliance marking from a Type Approval Body (e.g. NRA or CAB) recognised by ictQATAR 	<ul style="list-style-type: none"> GSM and UMTS only (including handsets and dongles) 	<ul style="list-style-type: none"> Type Approval exempt only for personal use 	
Receiver only, transmitter RTTE embedded in personal computers	Equipment is embedded in a PC or a laptop and is: <ul style="list-style-type: none"> Receiver-only radio equipment Transmitter equipment with output power below 100 mW 	<ul style="list-style-type: none"> Laptops or personal computers equipped with short range radio technology such as WiFi, Bluetooth 	<ul style="list-style-type: none"> Type Approval exempt for personal use and importers 	Are not Type Approval exempt: <ul style="list-style-type: none"> Similar RTTE if imported as standalone devices (i.e. not embedded in the laptop/ PC) Wireless routers
RTTE for amateur use*	Equipment is <ul style="list-style-type: none"> Terminal equipment To be used by radio amateurs Or kits of components <ul style="list-style-type: none"> Assembled by radio amateurs Modified for use by radio amateurs 	<ul style="list-style-type: none"> Amateur radio in line with ITU region 1 requirements 	<ul style="list-style-type: none"> Type Approval exempt only for personal use by licensed person 	
Cable and wiring RTTE	Equipment is <ul style="list-style-type: none"> Cable and wiring RTTE By nature "passive" equipment 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Type Approval exempt for personal use and importers 	
Broadcast receivers RTTE	Equipment is <ul style="list-style-type: none"> Receiver-only radio equipment intended to be used solely for the reception of sound and TV broadcasting services Include, satellite dish, aerials but exclude DTH set top boxes 	<ul style="list-style-type: none"> TV and sound (radio) broadcast technologies: terrestrial TV (analogue and digital e.g. DVB-T) satellite TV, Radio (FM/AM) 	<ul style="list-style-type: none"> Type Approval exempt for personal use and importers 	Are not Type Approval Exempt: <ul style="list-style-type: none"> LNB component Set-top boxes either for satellite, IPTV or terrestrial (e.g. Dreamboxes are not authorised)
Vehicle component RTTE	Equipment is <ul style="list-style-type: none"> Installed as part of a vehicle (car, motorcycle etc) Includes car navigation, remote sensor, remote car key etc. 	<ul style="list-style-type: none"> Short-range technologies including bluetooth 	<ul style="list-style-type: none"> Type Approval exempt only for personal use 	Are not Type Approval exempt <ul style="list-style-type: none"> Similar RTTE if imported as standalone devices (i.e. Not embedded in the vehicle)
Infrared remote control equipment	Equipment is <ul style="list-style-type: none"> A short range infrared remote control equipment Includes TV remote control, garage door opener 	<ul style="list-style-type: none"> Short-range infrared 	<ul style="list-style-type: none"> Type Approval exempt for personal use and importers 	
RTTE for military use (for security agencies)	RTTE used by Qatar Armed Forces (QAF) or other Security Agencies	<ul style="list-style-type: none"> Various 	<ul style="list-style-type: none"> Only applies to Qatar Army Forces QAF and other Security Agencies 	

* Final decision pending Amateur Radio regulation

Question 4: Do you have any comments on the proposed list of RTTE to be exempted from Type Approval? Are there any further types of equipment that should also be exempted? Conversely do you believe that some of these items should still go through Type Approval and why?

5. Criteria and Requirements for Type Approval bodies recognized by ictQATAR

Type approval bodies recognized by ictQATAR are National Regulatory Authorities and Conformity Assessment Bodies listed in Appendix E of the Draft Type Approval Guidelines. ictQATAR will publish and maintain this list on its website.

At this stage, the criteria by which these National Regulatory Authorities (NRA) are listed by ictQATAR are as follows (as outlined in page 22 of the Draft Type Approval Guidelines):

- “
- i. *The NRA is in a country belonging to ITU Region 1 for radio purposes*
 - ii. *The NRA has in place a Type Approval regime deemed to be acceptable by the standards of ictQATAR*
- ”

Similarly, at this stage, Conformity Assessment Bodies are recognized based on national accreditation agency or a national government body accreditation from selected countries: EU member states, GCC member states, USA, Canada, Australia, New Zealand, and Japan. Going forward, ictQATAR will have the chance to revise and expand this list as deemed appropriate.

Restriction to bodies as per the above is designed to ensure that ictQATAR Type Approval is governed by the same conditions that apply to the most mature telecommunications markets.

Question 5: Are there any comments on the proposed list of Type Approval bodies that will be recognized by ictQATAR? Are there any other Type Approval Bodies that you believe should also be included and why?

6. Criteria and Requirements for accredited Testing Laboratories recognized by ictQATAR

ictQATAR will publish and maintain a list of accredited testing laboratories on its website (the current version is detailed in Appendix F). These have been deemed suitable for performing tests demonstrating compliance of the RTTE with the relevant standards recognized by ictQATAR.

As detailed in page 24 of the Draft Type Approval Guidelines, accredited Test laboratories are only recognized by ictQATAR on the fulfillment of the following requirements:

“

- i. *The laboratory is compliant with ISO/IEC 17025⁶*
- ii. *Compliance to ISO/IEC 17025 is certified by an Accreditation Body who is a member of the International Laboratory Accreditation Cooperation (ILAC)*

”

Restriction of Test laboratories to locations that fulfill the above criteria is designed to ensure that the Type Approval process is governed by the most rigorous international guidelines.

Question 6: Do you think that the criteria for inclusion in the ictQATAR Testing Laboratories list are appropriate? If not, please provide your rationale. Are there any additional laboratories meeting the above criteria that should be added?

7. Import limit on number of units for personal use

Radio equipment can be imported by persons located in the state of Qatar for their own use up to a maximum number of units as detailed below (as per page 29 of the Draft Type Approval Guidelines):

“

- i. *In the case of import by individuals: 5 (five) units in total of a category of equipment within a time period of one year from the date of import of the equipment*
- ii. *In the case of import by companies: a total not exceeding 20 (twenty) units for the whole company in Qatar of a category of equipment within a time period of one year from the date of import of the equipment.*

”

Persons wishing to exceed this amount may request in writing to ictQATAR to do so, giving the reasons for their request.

The maximum number of units has been defined according to ictQATAR's view of what is within the typical boundaries of personal use. It has been deemed that a maximum of 5 units is unlikely to be exceeded for personal use only.

⁶ ISO/IEC 17025:2005, “General requirements for the competence of testing and calibration laboratories” is the main standard used by testing and calibration laboratories worldwide. Several Accreditation Bodies exist in the world to certify compliance with these standards, often non-profit organization. There is often one major Accreditation Body in each country, except in the US where there are at least two major non-profit organizations. Most Accreditation Bodies are members of ILAC, and share Mutual Recognition Agreements among them

Question 7: Are there any comments on the proposed limit on the number of units for import for personal use? Please provide any specific concerns or issues supported by examples.

8. Content of published Type Approval Register

The Type Approval Register will contain the list of RTTE types that have been type approved by ictQATAR and will be available on the website of ictQATAR.

There are three different levels of detail provided for each piece of equipment: “Basic”, “Technical” and “Compliance”. The set of data for each is detailed below:

“

(f) *The Basic set of data includes:*

- i. *Type of RTTE*
- ii. *Equipment category*
- iii. *Model number*
- iv. *Brand name*
- v. *Type number*
- vi. *Manufacturer*
- vii. *Country of origin*
- viii. *Type of Type Approval process (simplified/standard)*
- ix. *Notes (free text field for additional information)*

(g) *The Technical set of data for radio equipment includes:*

- i. *Operating frequency band*
- ii. *Radio frequency power of radio equipment*
- iii. *Transmission capacity*
- iv. *Channels*
- v. *Channel spacing*
- vi. *Frequency stability*
- vii. *Modulation type*
- viii. *ITU emission designator*
- ix. *Antenna type*
- x. *Antenna gain*
- xi. *Whether or not the Radio Equipment requires a license from ictQATAR*

(h) *The Compliance set of data includes:*

- i. *Certification Body name*
- ii. *Certification Body country*
- iii. *Date of certification issue*
- iv. *Testing laboratory name*
- v. *Testing laboratory country*

- vi. *Testing laboratory accreditation body name*
- vii. *Testing laboratory accreditation body country*
- viii. *Testing laboratory accreditation body member of ILAC*
- ix. *Testing laboratory accreditation body compliant to ISO/IEC 17025*
- x. *EMC compliant standard*
- xi. *Radio compliant standard*
- xii. *Safety/Health compliant standard*

”

Question 8: Do you have any comments about the data that will be included in the Type Approval Register? Are there any omissions? Is there any information that you would not recommend to include in the Type Approval Register and why?

9. Content of published Importer Register

The Importer Register will contain basic information on all entities authorized by ictQATAR to import RTTE in Qatar for commercialization. It is available to all interested parties on ictQATAR website. The following data, as per page 33 of the Draft Type Approval Guidelines, is included:

“

- i. *ictQATAR registration number*
- ii. *Date of registration with ictQATAR*
- iii. *Company name*
- iv. *Company registration number in Qatar*
- v. *Description of Company business*
- vi. *Company postal address*
- vii. *Contact person name*
- viii. *Contact person e-mail address*
- ix. *Contact person telephone number*
- x. *Contact person fax number*
- xi. *Notes (free text field for additional information)* ”

These basic details are deemed by ictQATAR to form the minimum information required to identify the authorized importers of RTTE.

Question 9: Are any further details that should be included in the Importer Register? Or are there any concerns about publicly sharing this information?

3. Instructions for Responding to this Consultation Document

3.1. Consultation Procedures

All interested parties are invited to submit responses to the questions specifically identified in this document and to provide their views on any other relevant aspects. Comments should reference the number of the question being addressed or the specific section of this document if not responding to a particular question.

ictQATAR asks that, to the extent possible, submissions be supported by examples or relevant evidence. Any submissions received in response to this consultation will be carefully considered by ictQATAR when finalizing its position on type approval. Nothing included in this consultation document is final or binding. However, ictQATAR is under no obligation to adopt or implement any comments or proposals submitted.

Communications with ictQATAR concerning this consultation must be submitted in writing by no later than 3:00 p.m. (local time in the State of Qatar) on 22 July 2010. A covering page containing the information set out in Annex I should be included as the first page of the submission. Comments should be submitted by either of the following two methods:

- (1) (Preferred method) by email to consult@ict.gov.qa. The subject reference in the email should be stated as "Consultation on Type Approval Guidelines". It is not necessary to provide a hard copy in addition to the soft copy sent by email.
- (2) By hand, courier or post – one hard copy accompanied by a CD Rom, to

Technical Department
Regulatory Authority
The Supreme Council of Information & Communication Technology (ictQATAR)
18th floor, Al Nasr Tower, Corniche Road
P.O.Box 23264
Doha - Qatar

3.2. Publication of Comments

In the interest of transparency and public accountability, ictQATAR intends to publish the submissions to this consultation on its website at www.ictqatar.qa. All submissions will be processed and treated as non-confidential unless confidential treatment of all or parts of the response has been requested and follows the criteria set out in Annex I.

While ictQATAR will endeavor to respect the wishes of respondents, in all instances the decision to publish responses in full, in part or not at all remains at the sole discretion of ictQATAR.

By making submissions to ictQATAR in this consultation, respondents will be deemed to have waived all copyright that may apply to intellectual property contained therein.

For more clarification concerning the consultation process, please contact 4995338, at consult@ict.gov.qa and cc to igalander@ict.gov.qa.

Annex I: Covering Page for Submissions in Response

Covering Page for Comments in Response to ictQATAR's Consultation on Draft Type Approval Guidelines

Responding Party

Name:

Organization:

Address:

Telephone:

Email:

Date:

Consent

By submitting this Response to ictQATAR, the Respondent consents to its publication in full by ictQATAR on its official website or by other media, unless confidential treatment of all or parts of the Response has been requested and follows the criteria set out below.

Confidentiality

In the event you would like your Response to be treated confidentially, you are requested to also supply ictQATAR with a non-confidential version. The provision of written explanation justifying the need for confidentiality is also necessary.

Please note that a failure to provide sufficient reasoning for a request of confidentiality or an additional, non-confidential version of the Response, the request will be treated as incomplete and may result in full publication of the Response.

While ictQATAR will endeavor to respect the wishes of Respondents, in all instances the decision to publish Responses in full, in part or not at all remains at the sole discretion of ictQATAR.