

GOVERNMENT OF INDIA
DEPARTMENT OF SPACE (DOS)
Bengaluru

Ref: DOS/SCNP/ICR/2016/01

April 22, 2016

Subject: Guidelines for INSAT/GSAT Capacity Reservation – reg.

The following guidelines, hereinafter to be called 'Guidelines for INSAT/GSAT Capacity Reservation' shall be followed by the existing / prospective users of space segment (Users) seeking allotment of space segment capacity:

- 1) The Users, seeking allotment of fresh capacity or additional capacity, shall submit their applications only in the prescribed "INSAT/GSAT Capacity Reservation Format (ICRF)" as given in Appendix-1. Ink-signed application with complete details shall be submitted to Director, Satellite Communication and Navigation Program Office, ISRO Headquarters, New BEL Road, Bengaluru - 560 231.
- 2) Users may seek a minimum capacity registration of 36 MHz or multiples thereof.
- 3) An interest-free, refundable reservation deposit, hereinafter referred to as "INSAT/GSAT Capacity Reservation Deposit" (ICRD), is to be paid along with the ICRF for registration. The ICRD shall be proportionate to the capacity applied to be reserved and is fixed at Rs 50,000/- per MHz of transponder capacity.
- 4) Government of India departments are exempted from paying ICRD while registering their satellite capacity requirements. However, they need to submit the ICRF.
- 5) The ICRD shall be transferred to "Antrix Corporation Ltd.", current A/C No. 10502677013 in State Bank of India, Dollar Colony branch, No. 61, AG's Office Layout, New BEL Road, RMV 2nd Stage, Bengaluru - 560 054 (RTGS code SBIN0009042, MICR code 560002063) through online/NEFT/RTGS/direct bank account credit, under intimation to Accounts Officer, Antrix Corporation Limited

(e-mail: antrixaccounts@antrix.gov.in). Payment by cheque, draft or cash will not be accepted.

- 6) The User shall submit separate applications for reservation of space segment capacity for each type of service (DSNG, VSAT, TV, DTH or other service) and for each type of frequency band (S, C, Extended-C, Ku or Ka etc.) and for each orbital slot.
- 7) Each application shall be given a unique “INSAT/GSAT Capacity Reservation Wait-List” (ICRWL) number, which shall be informed to the User. Date of realization of prescribed ICRD or date of receipt of ICRF, whichever is later, shall be considered as date of submission of application.
- 8) Subsequent to the allotment of capacity as requested by the User, the User’s reservation shall be removed from the ICRWL and the ICRD will be returned to the User on receipt of the first space segment charges.
- 9) In case of a partial allotment, the User’s reservation capacity in ICRWL shall be reduced by the allotted capacity and the proportionate ICRD will be returned to the User on receipt of the first space segment charges for the allotted capacity.
- 10) If the capacity is offered to the User, as per the requirement in the ICRF and the User rejects such technically suitable offer, the ICRD shall stand forfeited and the User’s registration in the ICRF shall stand cancelled.
- 11) The decision of DOS on matters regarding the technical suitability of the space segment capacity shall be final and binding on the User.
- 12) Users can request for amendments to ICRF already submitted by them, anytime, but before an offer letter is issued, The requests for amendments will be treated as under:
 - a. Change of frequency band, orbital location etc. – The User shall submit a new application and withdraw the old application. The ICRD will be retained and new ICRWL number at the end of queue will be issued.
 - b. Decrease in registered capacity - Priority of the User shall not change in the ICRWL and the proportionate ICRD shall be refunded.

- c. Increase in registered capacity – The User shall submit a fresh application for the additional capacity. The existing registration for the original space segment capacity shall remain valid.
 - d. Cancellation of reservation - Users may withdraw their registration any time, but before an offer letter is issued. The ICRD shall be refunded.
- 13) Refund of ICRD for any reason (partial or full) shall be transferred by Antrix Corporation Limited only through online/NEFT/RTGS/direct bank credit, based on the bank details provided by the applicant. No cheque or draft shall be issued for this purpose.
- 14) The requirement of space segment capacity from registered Users shall be considered subject to the process of due diligence/ scrutiny.
- 15) All capacity reservations made before the date of applicability of these guidelines shall stand cancelled with immediate effect. However, as a onetime measure, the Users who are already registered in the ICRF will have an option of retaining the existing priority, subject to the submission of a revised ICRF along with ICRD within a period of 30 days.
- 16) DOS reserves its right to reject any fresh or existing ICRF and not allot the capacity to the Users in the ICRWL, if such Users –
- a. have a track record of defaulting on payments for space segment capacity;
 - b. are black listed; or
 - c. are served with any notice of penal action by Antrix/DOS.
- 17) The date of applicability of these guidelines will be April 22, 2016.
- 18) DOS reserves rights to change these guidelines.
- 19) In case of any dispute, the matter shall be referred to Secretary, DOS, whose decision shall be final and binding.

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