



परीक्षण और प्रमाणन प्रक्रिया

टीईसी ९३००९:२०२४

TESTING & CERTIFICATION PROCEDURE

TEC 93009: 2024

(Supersedes No. TEC 93009:2021)

दूरसंचार उपकरणों का अनिवार्य परीक्षण और प्रमाणन प्रक्रिया

संस्करण-३.०

**PROCEDURE FOR MANDATORY TESTING &
CERTIFICATION OF TELECOMMUNICATION EQUIPMENT**

VERSION-3.0



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भारत सरकार
दूरसंचार अभियांत्रिकी केंद्र
खुर्शीद लाल भवन, जनपथ, नई दिल्ली-११०००१

GOVERNMENT OF INDIA
TELECOMMUNICATION ENGINEERING CENTRE
KHURSHID LAL BHAWAN, JANPATH, NEW DELHI – 110001

www.tec.gov.in

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FOREWORD

Telecommunication Engineering Centre (TEC) functions under Department of Telecommunications (DoT), Government of India. Its activities include:

- Issue of Generic Requirements (GR), Interface Requirements (IR), Service Requirements (SR) and Standards for Telecom Products and Services.
- Field evaluation of products and Systems.
- National Fundamental Plans.
- Support to DoT HQ and other Government Departments on technology issues.
- Testing & Certification of Telecom products.
- Technology Approvals for indigenous technologies from C-DoT, other government labs and Educational Institutions.
- WTO TBT National enquiry/ notification point for Telecom/ related ICT sector.
- Implementation of Conformity Assessment Body (Labs) Designation Scheme for testing of Telecom & networking Products.
- Contributions to the Standardization process of international organisations such as ITU, APT, WRC etc.
- Assisting/ promoting Government's flagship programmes/ schemes/ policies viz. PPP-MII Scheme, PLI in Telecom Sector etc.

Four Regional Telecom Engineering Centres (RTECs) have been established which are located at New Delhi, Bengaluru, Mumbai and Kolkata, for testing and certification of Telecom/Related ICT products.

With the notification of Indian Telegraph (Amendment) Rules 2017 enabling Mandatory Testing and Certification of Telecom Equipment (MTCTE), TEC has been designated as the Appropriate Authority (AA) for the purpose of administration of MTCTE procedure, and for formulation of Essential Requirements (ER) under MTCTE.

This document prescribes the procedure for Mandatory Testing and Certification of Telecom Equipment.

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HISTORY SHEET

Sl.	Document No.	Description	Remarks
1.	Annexure-A of Committee report for reviewing "Guidelines for testing and certification of Telecom Equipment" vide no. TEC/R/MTTE / 2017-18 dated 03.08.2017	Procedure for Mandatory testing and Certification of Telecom Equipment, Year 2017, Issue 1, Version 1.	Withdrawn for releasing (V2.0) and to make effective new version from 02 / Oct / 2018
2.	TEC / MP / DD / TCP-711 / 02 / Oct18	MTCTE Procedure V2.0	Withdrawn for incorporating Modifications as below.
3.	TEC 93009:2021	MTCTE Procedure V2.1	Withdrawn for incorporating current modifications and to reflect in MTCTE Procedure v3.0.
4.	TEC 93009:2024	MTCTE Procedure v3.0	<p>Current (Incorporation of) –</p> <ol style="list-style-type: none"> 1. Enhancement of validity of Regular MTCTE Certificate from 5 years to 10 years 2. Revision of MTCTE labelling requirement changes in Annexure-D 3. Exemption of certification fee for government institutes and removal of test report evaluation fee in Annexure-C. 4. Updated Table A.1 and A.2 of Annexure-A. 5. Updating Family and Associated Models definition for optical fibre cable under MTCTE in Annexure-B 6. Updating SCS scheme for uploading of test reports

[TEC 93009:2024]

[7]

[MTCTE Procedure v3.0]

			<ol style="list-style-type: none"> 7. Acceptance of valid certificate issued by BIS or test reports issued by BIS recognized lab(s) against safety requirements under MTCTE 8. Acceptance of Source Approval Certificate (SAC) under MTCTE 9. Clarification regarding End of Life/ End of Sale for whole unit warranty replacement products under MTCTE 10. Acceptance of test reports of CAB designated for Generic Requirements (GR)/ Interface Requirements (IR) for the parameters of ER under MTCTE 11. Removal of NABL mandate for witness testing by RTEC 12. Notification of ITSARs 13. Addition of part codes of lower configuration cards 14. Test scenarios in case of Split Unit Type models 15. Fresh application for more than 9 associated models 16. Updated MTCTE Flowchart 17. Removal of clauses related to Temporary Certificate
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SECTION-I

1.0 SHORT TITLE AND COMMENCEMENT

- 1.1 This document is called the 'Procedure for Mandatory Testing and Certification of Telecommunication Equipment (MTCTE)'.
- 1.2 This procedure i.e., mandatory testing and certification applicable for all notified Telecommunication Equipment, has come into force on the 1st of October, 2018.
- 1.3 The Indian Telegraph Rules, 1951, PART XI, Testing & Certification of Telegraph, (inserted Rule 528 to 537 under G.S.R. 1131(E), amended vide Gazette Notification dated 5th September 2017) provide that every notified Telecom Equipment must undergo prior mandatory testing and certification. This document describes the procedure and related framework for implementation of mandatory testing and certification as per Essential Requirement (ER).

2.0 DEFINITIONS

- 2.1 In this document, unless there is something repugnant in the subject or context,
 - i. 'Act' means The Telecommunications Act, 2023.
 - ii. 'Applicant' means a company or firm incorporated in India, which maybe indigenous Original Equipment Manufacturer (OEM) or a brand owner, or, in case of imported equipment, an Indian representative of foreign OEM, duly authorized by Foreign OEM.
 - iii. 'Associated model' means model of a telecom equipment formed by using chassis/ motherboard and cards/ access ports of another tested and certified main model having largest configuration.
 - iv. Authorised Indian representative (AIR) means a company or firm incorporated in India, which, in case of imported equipment, has been duly authorized by Foreign OEM to carry out all obligations required under MTCTE in respect of the imported equipment.
 - v. 'BoM' means Bill of Material, and is a file containing details of all major modules/ components of the model being offered for testing. In case of application for certification of multiple models,

the BoM shall include such details of all models.

- vi. 'Certification' means that model of Telecom Equipment has undergone specified testing and complies with relevant Essential Requirements; such equipment model will be called 'Certified Equipment', and the document conveying the certification will be called the 'Certificate'.
- vii. 'Certification Label' means a non-erasable mark/ label to be put by OEM/AIR, after the model of the equipment is certified by TEC.
- viii. 'Designated Conformity Assessment Body' or 'Conformity Assessment Body (CAB)' means a test laboratory designated by TEC for testing of telecom equipment against specified Essential Requirements.
- ix. 'Essential Requirements' means set of parameters/ standards/ requirements/ specifications etc. specified by TEC which are to be complied for seeking certification.
- x. 'Family' means collection of all modules and chassis which can be used interchangeably in different combinations to achieve different hardware/ software configurations meeting different site requirements, which are certified as a whole under MTCTE.
- xi. 'HSE' means Highly Specialized Equipment, and refers to those Telecom/ related ICT Equipment, which have specialized power, cooling, storage or handling requirements as prescribed by TEC.
- xii. 'ITSAR' means Indian Telecom Security Assurance Requirements issued by National Centre for Communication Security (NCCS), Bengaluru from time to time.
- xiii. 'Mandatory Testing & Certification' means testing and certification of Telecom/related ICT Equipment as per the procedure described in this document.
- xiv. 'Model' means a product/ equipment bearing a unique model number assigned to the equipment. An equipment, which is different in either of hardware design/ software version, shall be treated as a different model.
- xv. 'NCCS' means the unit of Department of Telecommunications handling matters with respect to testing and certification relating

to security aspects of Telecom Equipment deployed in the networks.

- xvi. 'Prescribed Fee' is the fee charged for granting certification and may include Administrative Fee, Certificate Modification Fee, Certificate Renewal Fee etc.
- xvii. 'Provisional Certification' means that model of telecom equipment has undergone specified testing but does not comply with some parts of relevant Essential Requirements due to non-availability of complete testing infrastructure in the country; such equipment model will be called 'Provisionally Certified Equipment', and the document conveying the certification will be called the 'Provisional Certificate'. The issued provisional certificate shall normally be valid for two years from date of issue. With-in two years, the compliance of ERs w.r.t. provisionally exempted parameters are mandatory for converting it into regular certificate.
- xviii. If even after expiry of Provisional Certificate, the complete testing infrastructure is still not developed in country, a certificate may be issued with validity for next two years from date of issue provided that the essential requirements w.r.t. initially exempted parameters are not revised. The document conveying the certification will be called the 'Provisional Certificate' and it shall be mandatory for converting it into regular certificate within two years.
- xix. 'LSA' (Licensed Service Area) field units means field Offices of Department of Telecommunications which would act as enforcement and monitoring wing of the Department for the purpose of Surveillance under Mandatory Testing and Certification of Telecom Equipment (MTCTE).
- xx. 'RTEC' is the Regional offices of TEC, which can also carry out testing as designated CAB. RTEC may also conduct the witness testing of the Telecom/ related ICT Equipment along with TEC, if required, at a location other than itself, if the test facilities are not available in RTEC.
- xxi. 'TEC' is the Telecommunication Engineering Centre, New Delhi,

under Department of Telecommunications (DoT HQ), which, inter alia, is the Appropriate Authority for the administration of Mandatory Testing and Certification Procedure.

- xxii. 'Technical Regulations' means product characteristics or their related processes and production methods, including the applicable administrative provisions, with which compliance is mandatory.
- xxiii. 'Telecommunication equipment' also referred to as 'Telecom Equipment' or 'Equipment' is as defined in The Telecommunications Act, 2023, and the terms are interchangeable for Telecom and applicable ICT Equipment.
- xxiv. 'Appeals Officer' is an Authority designated by Appropriate Authority to deal with appeals received from the Appellant (i.e., OEM/ AIR) against any decisions taken with respect to their application for issuance of certification.

2.2 Words and expressions used but not defined in this document shall have the meaning respectively assigned to them in the Act or the Rules made there under.

3.0 CERTIFICATION OBJECTIVES

3.1 Certification process endeavours to encourage:

- i. that any Telecommunication Equipment does not degrade performance of existing network to which it is connected;
- ii. safety of the end-users;
- iii. security of the Telecommunication Networks;
- iv. protection of users and general public by ensuring that radio frequency emissions from equipment do not exceed prescribed standards;
- v. that Telecommunication Equipment complies with the relevant National and International Regulatory Standards and requirements.

3.2 The testing and certification envisaged in this procedure ensures that the equipment meets TEC prescribed Essential Requirements, thus achieving the aforementioned objectives. However, OEMs /dealers themselves will be responsible for necessary quality and reliability criteria claimed by them.

- 3.3 Any equipment to be used in the network of Licensed Telecom Service Providers/ Internet Service Providers/ Virtual Network Operators etc. may have to undergo additional tests as specified in License.

4.0 SCOPE OF CERTIFICATION

- 4.1 The scope of certification would cover all types of Telecom/ related ICT Equipment to be sold in India for being used or may be used for Telecommunication. The effective dates for certification becoming mandatory for different products are notified by the Government separately. The list of Notified Products and Exempted Products under MTCTE is given in Annexure-A.
- 4.2 The use of certified equipment, unless specifically exempted, shall be governed by extant guidelines, rules/ conditions of license of Telecom service provider/ Internet Service Providers/Virtual Network Operators etc.
- 4.3 If the equipment is being imported for Research and Development (including prototype testing) or for demonstration purpose in India or as a sample for mandatory testing, prior TEC certification is exempted for that sample.
- 4.4 Any uncertified equipment, which is not prohibited in India by any law, personally accompanied on inward foreign travel to India for personal use, is exempted from mandatory testing and certification.
- 4.5 Equipment that are manufactured/ imported in India but exclusively meant for export, are excluded from MTCTE provided that the model number/ country variant should be distinct from the model sold in India under MTCTE. Supporting documents issued from the state/ central government are required by the Appropriate Authority.

5.0 GENERAL

- 5.1 Any Original Equipment Manufacturer (OEM)/ Authorised Indian Representative (AIR) who wishes to sell or import any telecom equipment in India, shall have to obtain Certificate from Telecommunication Engineering Centre (TEC) for the notified telecom equipment and label the equipment with appropriate Certification label as mentioned in Annexure-D.

- 5.2 Certification needs to be obtained only once for a model of equipment, and is applicable for any quantity of the certified model of the equipment. A different model of the equipment needs separate certification.
- 5.3 However, associated models of the main model/ certified model of the telecom equipment, as stated by OEMs/AIR, shall be certified without testing. Further, if an equipment is tested and certified under family definition, any hardware/ software configuration of the equipment formed by using a subset of modules/ chassis from the family shall be treated as certified. Broad criterion for qualifying a model as associated model and definition of family is given in Annexure-B.
- 5.4 Only complete-in-itself, standalone, independent equipment are tested and certified under MTCTE. Equipment modules/ components are not covered by MTCTE. Further, combinations of independent equipment made to form systems are not certified under MTCTE; instead, each independent equipment should be certified separately.
- 5.5 The equipment needs to be tested in TEC designated CAB(s). The test results/ test reports shall not be older than five years on the date of its submission. However, Appropriate Authority, by notification, may allow acceptance of test results/ test reports for some or all tests from any other source for some limited period as a relaxation to this Procedure.
- 5.6 If a CAB has been designated by TEC for the parameter(s) of TEC GR/IR, it can also perform testing for those parameter(s) mentioned in TEC ER; the test reports provided by these CABs (i.e. designated for GR/IR) for such parameter(s) of ER(s) shall be acceptable under MTCTE.
- 5.7 If a CAB has been designated by TEC for the parameter(s) of an ER of a product against specific 'Standard Name' as mentioned in ER, it can also perform testing for those same parameter(s) with same 'Standard Name' mentioned in other TEC ER(s) as well. The test reports provided by the CAB for same parameter(s) in other ER(s) shall be acceptable.
- 5.8 A valid BIS certificate or Safety test report from BIS Recognized Lab(s) issued against the Safety test standard(s) as mentioned in the applicable ERs is acceptable.
- 5.9 In case where valid Type Approval Certificate (TAC) / Interface Approval Certificate (IAC)/ Technology Approval (TA) issued by TEC, or TSEC/SAC issued by BSNL for any telecom equipment based upon the latest TEC

GR/ IR at the time of issuance of respective TAC/IAC/TA/TSEC/SAC, the testing for only incremental clause(s) of ER, if any, and evaluation/validation of such incremental test results is required for issue of certificate. In this case, the regular MTCTE certificate will be issued with validity as remaining period of TAC/IAC/TSEC/SAC or Ten years, whichever is less. However, if incremental clauses(s) of the ER is/ are not tested and are exempted by TEC, the validity of the issued provisional MTCTE certificate shall be for the remaining period of TAC/ IAC/ TSEC/ SAC or Two years, whichever is less.

- 5.10 As a relaxation, test reports/ results from any lab accredited by accreditation bodies under ILAC may be accepted except for those parameters of ERs which are mandatorily to be tested in Indian CABs. The list of such parameters is notified from time to time on TEC website (www.tec.gov.in) and MTCTE Portal (www.mtcte.tec.gov.in). These relaxations are time bound in nature. The test results / test reports submitted during this period shall not be older than two years on the date of submission.
- 5.11 Exemption from submission of test reports against certain parameters may be permissible, if requested by the applicant as a relaxation to MTCTE procedure and with the approval of Sr. DDG/ Head of TEC. These relaxations are time bound in nature. In such cases, provisional certificates will be issued having validity of two years.
- 5.12 "The date of dispatch of consignment" of telecom equipment from foreign port shall be treated as date of import of respective consignment of telecom equipment for MTCTE purpose.
- 5.13 Generally, the issued regular certificate shall be valid for Ten years from the date of issue.
- 5.14 TEC may amend/ withhold/ suspend/ cancel the certificate, if it comes to the knowledge of TEC that any violation of the Rules has taken place.
- 5.15 TEC may issue such directions to OEMs/ AIR/ dealers/ users, consistent with the Act, Rule or this Procedure, as may be necessary, for carrying out the purpose of this Procedure.
- 5.16 The certification procedures, which are detailed in this document, are subject to revision from time to time.

6.0 CERTIFICATION SCHEMES

6.1 General Certification Scheme (GCS)

- 6.1.1 This scheme is applicable for all telecom / related ICT equipment listed in Table A.2 of the Annexure-A. This list is updated from time to time and updated version of this list available on MTCTE Portal (www.mtcte.tec.gov.in) is always to be referred to.
- 6.1.2 Under this scheme, applicant shall be required to submit test wise compliance along with test reports, in respect of parameters included in ERs, from any TEC designated CAB. The test results shall be evaluated for compliance against respective ERs.
- 6.1.3 If equipment is found compliant with all applicable Essential Requirement parameters, a regular Certificate shall be issued to the applicant for the specific model of equipment.
- 6.1.4 The certificate will normally be issued within 4-8 weeks from the date of submission of complete test results/ reports, depending upon complexity of equipment.

6.2 Simplified Certification Scheme (SCS)

- 6.2.1 This scheme is applicable for all telecom/ related ICT equipment listed in Table-A.1 of the Annexure-A. This list is updated from time to time and updated version of this list available on MTCTE Portal is always to be referred to.
- 6.2.2 Under this scheme, applicant has to submit a test wise compliance and test reports from any TEC designated CAB, in respect of parameters included in ERs.
- 6.2.3 All other rules/ procedures applicable in case of GCS shall apply in case of SCS, except that test reports submitted by applicant will not be evaluated by TEC. However, TEC reserves the right to seek clarification from applicant, if any.
- 6.2.4 The certificate will normally be issued within fifteen working days from the date of submission of complete test reports.

7.0 TECHNICAL REGULATIONS

7.1 The technical regulations prescribed under this framework are in the form of Essential Requirements. The Essential Requirements (ER) to be complied for the purpose of certification under this procedure will include following:

- i. EMI / EMC: As prescribed by TEC
- ii. Safety: As prescribed by TEC
- iii. Technical requirements: As prescribed by TEC
- iv. Security Requirements: As mandated by DoT HQ/NCCS, Bengaluru from time to time
- v. Other requirements: As notified by TEC/ DoT HQ/ any Government Agency from time to time.

7.2 The current ER available on the MTCTE online portal needs to be complied.

7.3 If ER is amended, it will be applicable from a prospective date indicated in the ER. Until that time, existing ER will be applicable.

7.4 The mandatory date of certification of telecom & ICT/ Networking products against applicable ITSARs will be notified by TEC/ NCCS from time to time on its website. Further details regarding Security Requirements are available on NCCS website (<https://nccs.gov.in>).

8.0 FEES PAYABLE

8.1 The Fees charged under MTCTE consist of Administrative Fee for both SCS and GCS schemes.

8.2 Equipment covered by MTCTE are grouped according to the time and complexity involved in testing the equipment or evaluating test reports. The Schedule of Fees applicable for different groups is given in Annexure- C.

8.3 In case testing is done in one of the TEC/ RTEC premises labs, applicable test fee, as prescribed by TEC, shall be charged accordingly.

8.4 All fees are non-refundable. However, the fee paid is refundable if it

noticed that the application is not being processed due to reasons not attributed to the applicant, and with the approval of Sr. DDG/ Head of TEC.

- 8.5 The fees are to be deposited through BharatKosh/ NTRP (Non Tax Receipt Portal) during the application process on MTCTE portal (www.mtcte.tec.gov.in).

9.0 EQUIPMENT LABELLING

- 9.1 OEM shall be responsible that equipment offered for sale/ use in India is clearly marked with the following:

- i. The OEM / Brand name;
- ii. The equipment's trade name, model name, serial number;
- iii. Relevant TEC certification label (TEC Logo along with MTCTE followed by Certificate Number).

In case of products of foreign OEMs, AIR shall ensure the equipment is properly labelled.

- 9.2 Requirement of labelling on certified products shall be exempted for initial period of six months w.e.f. date from which testing and certification of respective equipment in India is notified as mandatory or six months from the date of issue of MTCTE Certificate, whichever is later. The detailed labelling guidelines are given in Annexure-D.

- 9.3 However, the TEC labelling is not mandatory for the equipment manufactured prior to the date of issuance of MTCTE certificate.

10.0 CERTIFICATE MODIFICATION

10.1 Certificate modification without re-testing:

- 10.1.1 This includes change in ownership of equipment / brand or modifications performed on the certified equipment which do not affect compliance with approved Essential Requirements. Such cases will require certificate modification without going through the process of re-testing. The OEM itself is responsible for ascertaining the same and applying for certificate modification online, should the need arise. After examination of the application, a modified certificate will be issued reflecting the changes. Examples of such modifications are:

- i. Change in model number/ name arisen due to change in size, shape, colour or enclosure of equipment;
- ii. Change in ownership / structure / address of company holding the certificate for the equipment;
- iii. Addition/ Deletion of manufacturing locations of certified equipment;
- iv. Inclusion of new Associated Model(s).

10.1.2 However, TEC may call for re-testing/ re-evaluation of certified telecom equipment, should the need arise to check on the compliance of the equipment to the ERs.

10.2 **Certificate Modification with re-testing:**

10.2.1 Any other modifications performed on the certified equipment which affects its conformance with approved Essential Requirements will warrant re-testing. Some examples (not limited to following) of such modifications are:

- i. Addition of new network interface card/ module;
- ii. Change in the existing network interface card/ module;
- iii. Inclusion of a new chassis or subunit model in the family of already certified equipment.

10.2.2 In such cases of modifications, certificate holders should apply online and the equipment shall have to undergo testing of the affected parameter(s) of the ER, as applicable.

10.3 Any modification in the certified product without obtaining modified certificate shall amount to use of uncertified equipment and shall be dealt accordingly.

10.4 Modifications that cannot be differentiated as incremental change shall be treated as fresh application.

10.5 The validity of modified certificate shall be for balance period of originally issued certificate.

10.6 A change in software, by way of minor revision/ patch/bug fix/ update/ upgrade does not necessarily call for certificate modification, unless the change has resulted in non-conformity or non-compliance to ERs, to

which the equipment was earlier compliant. The OEM itself is responsible for ascertaining the same and applying for certificate modification online, should the need arise.

10.7 Certificate number will remain same in case of certificate modification.

11.0 RENEWAL

11.1 The need for renewal of a certificate arises atleast two months prior to expiry of its validity period.

11.2 For renewal, a Certificate holder must apply online and pay the renewal fee.

11.3 A certificate shall be renewed only if there is no change in the Essential Requirements applicable to the equipment, and there is no change in the equipment model as considered by TEC.

11.4 After evaluation of the renewal application, a renewed certificate valid for Ten years or Two years or as applicable (in case of TAC/IAC/TSEC/SAC etc.) shall be issued, indicating the previous certificate number thereon.

11.5 TEC may call for re-testing/ re-evaluation of certified telecom equipment, should the need arise to check on the compliance of the equipment to the ERs.

12.0 REVISION OF ESSENTIAL REQUIREMENT (ER)

12.1 Technological developments, changes in international standards or other regulatory requirements may entail revision of Essential Requirement.

12.2 Essential Requirements will generally be issued along with a prospective date of effect indicated thereupon.

12.3 The revision of Essential Requirement shall not generally affect the validity of certificate of already certified Telecom Equipment. Equipment for which applications are submitted after date of effect of amended ER shall be required to be certified against amended ER.

13.0 RESPONSIBILITIES OF OEMs / AIRs / DEALERS / USERS

- 13.1 An OEM/ AIR/ Dealer shall not sell the equipment and an AIR shall not import notified telecom/ related ICT equipment until it has been certified by TEC and the Certification Label is applied or embossed on the equipment.
- 13.2 The equipment to be sold/ used must be of the same model that has been certified.
- 13.3 If the need arises, OEM/ AIR should offer the certified equipment for further tests and evaluation, as and when directed by TEC.
- 13.4 An OEM/ AIR/ must cease to sell the uncertified Telecom Equipment if so, directed by TEC and dispose off such equipment, at its own expense in the manner directed by TEC.
- 13.5 Telecom licensees should not use notified telecom equipment in their network until it has been certified by TEC.
- 13.6 As the certification issued under this procedure ensures that the certified equipment has been tested for conformance to Safety, EMI/ EMC, Security, Technical and other requirements etc., public is advised to buy/ use certified telecom equipment only, in their own interest of safety and security.

SECTION-II

14.0 SURVEILLANCE

- 14.1 Appropriate Authority (AA) reserves the right to inspect and/ or test any telecom equipment, which requires mandatory certification at any time and at any premises including sites where it is in use or at the place of manufacturing to ensure that the telecom equipment used/ sold has required certifications and/ or conforms to the Essential Requirements of existing certifications. Such inspection and/ or testing may be carried out periodically, or at the discretion of Appropriate Authority or due to any complaint.
- 14.2 Surveillance is carried out to monitor and to enforce the compliance of MTCTE as required under Indian Telegraph (Amendment) Rules, 2017 or any other Rule in force.
- 14.3 AA may enquire any entity engaged in the manufacture, store for sale, sale or distribution of any goods to give such information as it deems necessary. AA shall also have the power to inspect premises of OEM/dealer and issue directions.
- 14.4 Surveillance may be carried out on the basis of Information from user, inspection, Service Providers report on connected equipment. It may also be e-commerce market surveillance.
- 14.5 In case of Established Contravention (where contravention has been established after inspection/ examination of product and related documents) of an Identified Contravener, the penal provisions mentioned under Indian Telegraph (Amendment) Rules, 2017 or any other Rule in force, shall be applicable.
- 14.6 In case of Suspected Contravention (contravention cannot be established by inspection/ examination of product and related documents, unless the product is tested in lab), AA can obtain the sample of the product under suspicion as per Standard Operating Procedure (SOP) to establish contravention.
- 14.7 Samples may be obtained from the manufacturer or the certificate holder of the certified product or can be purchased randomly from the marketplace. In case the product is not readily available in the market,

- AA can get it directly from the Original Equipment manufacturer (OEM).
- 14.8 The testing fee for testing the sample shall be borne by the OEM.
- 14.9 If the sample is compliant with the MTCTE procedure, the case shall be closed. In case of established contravention, the OEM/AIR shall be directed to apply on MTCTE portal under penal provisions. In case the sample conforms to ER, the testing fee shall be reimbursed to the OEM by LSA.
- 14.10 Factory Premises Inspection (FPI) may also be carried out in case certified product has operational problems and/or is complained against by users and it has been found that the operational problem relates to the parameters against which the equipment has been certified. FPI may also be carried out if sufficient information indicates that the conformity or the consistency of certified products might be affected due to production assembly and the quality system of the manufacturer and factories.
- 14.11 During FPI, the inspection team may inspect or cause to be inspected any books or other document and other Goods kept by or belonging to or in the possession or under the control of any person engaged in the manufacturing and/or warehousing.
- 14.12 If there is any non-conformity found in the Factory Premises Inspection, the corrective actions shall be taken within three months. If the OEM/ importer fail to take any corrective measure, the MTCTE certificate shall be withdrawn and OEM/ importer shall be barred from labelling its products for conformance to MTCTE.

SECTION-III

15.0 NON-CONFORMITY & CONTRAVENTIONS

- 15.1 If it comes to the notice of the Appropriate Authority (AA) that an uncertified equipment or certified equipment with unauthorized modifications or equipment whose certification has expired is being sold / used or intended to be sold / used, or a certified equipment is not conforming to the Essential Requirements for which the certification has been issued; then
- a) AA will issue a notice of violation inter-alia ordering to stop the sale/ use of the uncertified equipment with immediate effect.
 - b) Such telecom equipment will be required to undergo the mandatory certification within one hundred and eighty days from the date of issue of notice of violation. For the same, the AA will charge ten times of the prescribed fee and after observing the procedures as specified under MTCTE, may issue the Certificate.
 - c) In case certification is not obtained for such telecom equipment within stipulated timeframe, AA may order to take custody of all such telecom equipment and may order to destroy the same.
- 15.2 If it comes to the notice of the AA that any entity/ entities that are licensed under the Act, are using any uncertified equipment or failing in taking action against use of uncertified equipment by user, as prescribed in Rule 536 under 'The Indian Telegraph(Amendment) Rules, 2017' or any other Rule in force, then:
- a) AA will issue a notice of violation inter-alia ordering it to stop the use of the uncertified equipment with immediate effect and will take actions as per the provisions of their license conditions.
 - b) However, AA may allow getting the mandatory certification done within one hundred and eighty days from the date of issue of notice of violation. For the same, the Appropriate Authority will charge ten times of the prescribed fee (as per clause 8.0) and after observing the procedures as specified under MTCTE may issue the Certificate.

15.3 Unlawful/ unauthorised/ fraudulent/ forged use of certification label by anyone shall be a criminal offence and relevant penal provisions of Indian Penal Code shall apply.

SECTION-IV

16.0 APPEALS

- 16.1 This section describes the procedure for dealing with appeals received from the Appellant (i.e. OEM / AIR) against any decisions taken by TEC / AA with respect to their certification application, e.g., refusal to accept an application, refusal to accept test results / reports, refusal to proceed with evaluations, refusal to grant certification, decisions to close the application or deny certification or any other action imposed / taken. Appellant may also appeal against AA's decision to put the certification under abeyance, suspend, or forced withdrawal of certification, or any other action that impedes the attainment of certification.
- 16.2 Appeal shall be made to Appeals Officer, TEC in writing, within 30 days from the date of decision taken by TEC/ AA.
- 16.3 Initially the appeals shall be examined by Appeals Officer for its validity and if prima-facie they appear to be valid and having some substance, they will be taken up for further actions or otherwise the appellant will be informed appropriately. Appeals Officer shall acknowledge the receipt of appeals.
- 16.4 Admitted appeals shall be placed before the designated Appeals Committee. Designated Appeals Committee may consist of at-least three members.
- 16.5 While nominating members for the Committee, Appropriate Authority shall ensure that the nominated members are not directly involved in the decision-making process for the appellant.
- 16.6 Designated Appeals Committee is responsible for considering the appeal. An opportunity will be given to the Appellant to present the appeal in person(s) during the process of hearing of appeal. The Appellant may depute his/ her representative for hearing; however, the deputed representative(s) should be from its staff only. The dealing officer may provide technical inputs if so desired by the committee but shall not be involved in the decision making of the Appeals Committee.
- 16.7 After examination of the appeal, the committee may seek clarifications and information from all appropriate sources. If considered necessary, the Committee shall ask TEC to depute its staff or expert to investigate the matter.
- 16.8 Based on the data gathered through any of the above stated means, the Appeals Committee shall make the final decision within a reasonable time and the Appellant shall be informed accordingly by Appeals Officer.

Appeals Officer shall also inform the dealing officer of that particular case regarding the outcome of appeal.

- 16.9 At any time during the review, the Appellant may withdraw the appeal in writing. However, if for any reason, an appeal is withdrawn, a future appeal on the same grounds shall not be considered.
- 16.10 The Appeals Officer shall maintain record pertaining to all appeals including important details like date of receipt, name and address of the Appellant, details of appeal, outcome and final disposal. No further appeal in this regard will be considered.
- 16.11 This procedure of Appeal will not be applicable for action(s) taken by Appropriate Authority under provisions of license conditions.
- 16.12 The designated Appeals Officer has been notified by TEC on MTCTE Portal/ TEC website (www.mtcte.tec.gov.in/ www.tec.gov.in).

SECTION-V

17.0 APPLICATION PROCEDURE

17.1 The application process shall be online through MTCTE Portal (www.mtcte.tec.gov.in). MTCTE certification process is categorised in following five stages:

- a) Stage I: New User Registration
- b) Stage II: Applicant/OEM Profile Registration
- c) Stage III: Product Details & BOM for Pre-check evaluation
- d) Stage IV: Application Submission
- e) Stage V: MTCTE Certification

Note: *The MTCTE Flowchart may be referred at Annexure-F. The detailed MTCTE User Instructions document is available in the Download Tab of MTCTE Portal.*

17.2 The applicant may register online and upload relevant documents in support of

- (i) Company Registration (Indian OEMs/ AIR in case of Foreign OEM).
- (ii) Authorisation Letter issued by the company (Indian OEM/ AIR) authorizing for MTCTE related responsibilities.
- (iii) Articles of Association (AoA) of company duly signed by either Director or Company Secretary as per the norms. (Indian OEM/ AIR)*.
- (iv) Memorandum of Association (MoA) of company duly signed by either Director or Company Secretary as per the norms (Indian OEM/ AIR)*.
- (v) Latest available Shareholding pattern of the company (Indian OEM/ AIR) clearly indicating the list of board of members and their designation, percentage of share/ number of shares of stakeholders and citizenship of shareholders. Additionally, in case of foreign OEMs, the applicant from Indian company shall upload documents

in support of

- a) MoU between foreign OEM and Indian representative (AIR) for sale and support of the product in India, and
- b) Authorizing the AIR for discharging MTCTE related responsibilities.

Note: * *If the applicant/OEM has valid Trusted Source Approval issued by National Security Council Secretariat (NSCS) then the AoA and MoA are not required to be submitted on MTCTE Portal.*

- 17.3 The documents shall be scrutinized by TEC. Any shortcoming in documents shall be intimated online to the applicant. After rectification of shortcomings, applicant's registration shall be approved, after which the applicant may submit applications for certification.
- 17.4 Applicant shall select product to be certified, its variant details, available interfaces and associated models' information, if applicable, and shall upload BoM and data sheet of equipment on the portal. The BOM should specify model number, details of individual PCBs and exhaustive list of all the power/ signal/ control/ data/ communication ports in addition to other usual details. Applicant shall also submit the manufacturing location(s) of the Telecom / ICT Equipment under certification with details of contact person at these location(s) (as required on MTCTE Portal). After submission of the application, applicant will be shown the applicable certification scheme, ER and fee payable. Once submitted, generally no changes are permitted in the documents, unless specifically required/ sought by TEC.
- 17.5 After payment of fee, applicant shall be asked to submit test results / reports. Applicant can then upload the ER parameters wise test reports/ results along with the test report summary and submit the MTCTE application to TEC.
- 17.6 The uploaded test results / reports will be examined/ validated and if the equipment is found to be compliant, certificate will be issued by Director (TC), TEC or any other officer designated by Appropriate Authority.
- 17.7 Telecom/ ICT Equipment shall be tested in TEC Designated CAB. However, Appropriate Authority, by notification, may allow acceptance of test results/ test reports for some or all tests from any other source for some limited

period as a relaxation to this Procedure.

- 17.8 In case mandatory testing requirement for the notified products includes security testing, the applicant needs to apply online on MTCTE Portal and the Integrated Certificate will be issued on compliance to ER & ITSAR.
- 17.9 All the submitted documents and communication with TEC should be either in Hindi or English language only. If any submitted document is in any other language, then its certified English translation should also be submitted simultaneously.

ABBREVIATIONS

For the purpose of this document the following abbreviations apply:

AA	:	Appropriate Authority
AIR	:	Authorised Indian Representative
BoM	:	Bill of Material
BTS	:	Base Transceiver Station
CAB	:	Conformity Assessment Body
CPE	:	Customer-Premises Equipment
DWDM	:	Dense Wavelength Division Multiplexing
EMC	:	Electromagnetic Compatibility
EMI	:	Electromagnetic Interference
ER	:	Essential Requirement
FPI	:	Factory Premises Inspection
GCS	:	General Certification Scheme
GR	:	Generic Requirements
HSE	:	Highly Specialized Equipment
IAC	:	Interface Approval Certificate
ICT	:	Information and Communications Technology
ILAC	:	International Laboratory Accreditation Cooperation
IoT	:	Internet of Things
IP	:	Internet Protocol
ISD	:	International Subscriber Dialing
ISP	:	Internet Service Provider
ISDN	:	Integrated Services Digital Network
ISO	:	International Organization for Standardization
LSA	:	Licensed Service Area
MTCTE	:	Mandatory Testing and Certification of Telecom Equipment
NCCS	:	National Centre for Communication Security
OEM	:	Original Equipment Manufacturer

PABX	:	Private Automatic Branch Exchange
PCB	:	Printed Circuit Board
PLI	:	Production Linked Incentive
PPP-MII	:	Public Procurement (Preference to Make in India)
PSTN	:	Public Switched Telephone Network
PTP	:	Precision Time Protocol
RTEC	:	Regional Telecom Engineering Centre
SCS	:	Simplified Certification Scheme
SDH	:	Synchronous Digital Hierarchy
SDoC	:	Self Declaration of Conformity
SOP	:	Standard Operating Procedure
SR	:	Service Requirements
TAC	:	Type Approval Certificate
TBT	:	Technical Barriers to Trade
TEC	:	Telecommunication Engineering Centre
TSEC	:	Technical Specification Evaluation Certificate
UHF	:	Ultra-High Frequency
VHF	:	Very High Frequency
VNO	:	Virtual Network Operator
WTO	:	World Trade Organisation

===== **End of the document** =====

Table-A.1**List of Equipment under Simplified Certification Scheme (SCS) of MTCTE**

S. No.	Name of Equipment	ER No.	Product Fee Group
1.	2- Wire Telephone Equipment	TEC1835YYMM*	A
2.	Conferencing Equipment	TEC1266YYMM	A
3.	Cordless Telephone	TEC1267YYMM	A
4.	G3 FAX Machine	TEC1329YYMM	A
5.	ISDN Customer Premises Equipment	TEC6473YYMM	A
6.	Modem	TEC1663YYMM	A
7.	Equipment Operating in 2.4GHz and 5GHz Frequency Bands	TEC5943YYMM	B
8.	PON Family of Broadband Equipment	TEC1476YYMM	B
9.	Private Automatic Branch Exchange	TEC6729YYMM	B
10.	Converged Multiservice Application Access Equipment	TEC1011YYMM	B
11.	DSL Equipment	TEC1375YYMM	B
12.	End point device for Environmental Monitoring	TEC2373YYMM	B
13.	Feedback Device	TEC2323YYMM	B
14.	Hypervisor	TEC3003YYMM	B
15.	IoT Gateway	TEC2449YYMM	B
16.	IP Multimedia Conferencing Equipment	TEC3462YYMM	B

17.	IP Terminal	TEC6747YYMM	B
18.	Radio Broadcast Receivers	TEC5001YYMM	B
19.	Smart Electricity meter	TEC2836YYMM	B
20.	Tracking Device	TEC2873YYMM	B
21.	LAN Switch	TEC3794YYMM	C
22.	Router	TEC3768YYMM	C
23.	Transmission Terminal Equipment-1	TEC7883YYMM	C
24.	5G Core	TEC4018YYMM	C
25.	Cell Broadcast Centre	TEC4003YYMM	C
26.	EIR	TEC4015YYMM	C
27.	GMLC	TEC4006YYMM	C
28.	HLR AUC HSS	TEC4005YYMM	C
29.	Infiniband Switch	TEC3001YYMM	C
30.	IP Security Equipment	TEC3473YYMM	C
31.	Media Gateway	TEC6649YYMM	C
32.	Mobility Management Entity	TEC4007YYMM	C
33.	MSC or MSC-S or GMSC or GMSC-S including VLR	TEC4009YYMM	C
34.	OMC or EMS or NMS or OSS	TEC4012YYMM	C
35.	Optical Fibers (Single Mode)	TEC7011YYMM	C
36.	Optical Fibre Cable	TEC7002YYMM	C
37.	OTA and DM or FOTA	TEC4010YYMM	C

38.	Precision Timing Protocol Grand Master Equipment	TEC3787YYMM	C
39.	SCP	TEC4011YYMM	C
40.	Session Border Controller	TEC6722YYMM	C
41.	SGSN or GGSN	TEC4008YYMM	C
42.	S-GW or P-GW	TEC4013YYMM	C
43.	SIM	TEC4016YYMM	C
44.	SMSC	TEC4014YYMM	C
45.	Soft Switch	TEC6779YYMM	C
46.	Transmission Terminal Equipment-2	TEC7012YYMM	C
47.	Signalling Gateway	TEC6749YYMM	C
48.	SMLC or eSMLC	TEC4017YYMM	C

* YYMM denotes the Year and Month of the ER's released.

The above list of equipment covered under MTCTE is updated from time to time.

The updated list can be downloaded from www.mtcte.tec.gov.in.

Table-A.2

List of Equipment under General Certification Scheme (GCS) of MTCTE

S. No.	Name of Equipment	ER No.	Product Fee Group
1.	Base Station for Cellular Network	TEC4272YYMM*	C
2.	Base Station for Cellular Network for 5G	TEC4273YYMM	C
3.	BSC RNC	TEC4004YYMM	C
4.	E-band Fixed Radio Relay Systems	TEC5643YYMM	C

5.	HF Radio	TEC5437YYMM	C
6.	Mobile Radio Trunking System Equipment	TEC5678YYMM	C
7.	PTP PMP Microwave Fixed Radio Systems	TEC5642YYMM	C
8.	Repeater for Cellular Network	TEC4778YYMM	C
9.	Satellite Communication Equipment	TEC5728YYMM	C
10.	VHF UHF Radio System Equipment	TEC5843YYMM	C
11.	Compact Cellular Network	TEC4227YYMM	C

* YYMM denotes the Year and Month of the ER's released.

The above list of equipment covered under MTCTE is updated from time to time.

The updated list can be downloaded from www.mtcte.tec.gov.in.

Note: List of Equipment/ Items not covered under MTCTE

The Equipment/ Items not covered under the MTCTE are as below:

- I. Spare Cards or Chassis/ Components/ Modules/ Transceivers such as SFPs/ Patch Cords;
- II. Faulty cards/ unit/ product for repair/ replacement/ maintenance;
- III. Re-use/ relocation of dismantled product(s) provided its model number and serial number remain same;
- IV. Integrated systems and networks consisting of more than one Telecom/ related ICT Equipment, each of which are individually covered by MTCTE, shall not be certified under MTCTE.
- V. The models of the notified products under various Phases of MTCTE, which are declared as End-of-Life (EOL)/ End-of-Sale (EOS) for whole unit warranty replacement by the OEMs before their mandatory certification dates (notified on MTCTE Portal), are not covered under MTCTE regime. However, the OEMs shall provide the list of such products (as per Annexure-G) which have been declared as EOL/EOS for whole unit warranty replacement to TEC at email: help.mtcte.tec@gov.in.

Associated Models and Family Definition

- 1.0 Each model of a telecom product needs to be tested and certified under MTCTE. However, in the following cases, more than one model can be covered by a single certificate:
- 1.1 **Pizza Box Models:** In such equipment, generally a single PCB or motherboard is used for creating a number of different models. These hardware / software models are created by providing different combinations or configurations of access ports. In this case, if one pizza box model built around a particular motherboard having the largest configuration of ports is tested and certified, all other models built around the same motherboard with a different lower configuration of interfaces / access ports shall be covered by the same certificate.
- 1.2 **Chassis-based Models:** Such equipment generally consists of a single chassis with the same backplane, and common function cards like processor or logic card, power supply card and other common control cards are present in the chassis. Different hardware variant models are formed by inserting different combinations of functional cards (like frequency filter cards or interface cards) in the chassis. In this case, if one model built on one chassis populated with the largest variety of interface cards is tested and certified, all other models built around the same chassis by inserting another combination of the same or lower number of interfaces shall be covered by the same certificate.
- 1.3 **Family based Models:** Such equipment families generally consist of a number of chassis with varying capacities, and a large number of cards, all of which can be inserted in any of the chassis in the family interchangeably. Depending upon customer requirements, different combinations of chassis from the family and different combinations of cards are used at one site, which can be closely called one model. In this case, if all chassis of the family are tested and certified separately or collectively, and all cards in the family are tested and certified by inserting them in whatsoever chassis, then all other models built by selecting some of the chassis and some of the cards from the pool of

tested chassis and cards shall be covered by the same certificate.

Note: In respect of the non-Radio products (such as DWDM or Router), requirement of the test reports for EMI/EMC and Safety should be applicable for all chassis of the family (i.e. each chassis of the family should be tested separately for applicable Safety & EMI/EMC requirements). Regarding Technical Parameters, test reports may be accepted based on testing of highest capacity chassis along with all types of cards having all possible types of interfaces ports inserted in this chassis.

1.4 **Family Model** classification for **Optical Fibre Cable:**

- i. Different models of optical cable for specific variants as mentioned in ER (i.e. Duct, Buried, Aerial etc.) built around same cable element (i.e. Micro Module, Ribbon Fibre, Loose tube and Tight buffer as mentioned in ER) but with difference in cable design based on fibre types (such as G.652.D, G.657.A1 & G.657.A2 etc.), single or double sheath, flooding and filling type, inner outer sheath material, armoured or unarmoured, or any other constructional design change may be submitted under family application on MTCTE portal.
- ii. Under this family application, complete testing of any one OFC model from that family may be done as per applicable ER.
- iii. Testing of incremental/ affected parameters needs to be done for other family models for varying cable design based on fibre type, single or double sheath, flooding and filling type, sheath material, armoured or unarmoured, or any other constructional design change with testing done on highest fibre count model of that specific design type.

1.5 **Split Unit Type Models:** Such equipment generally consists of two functionally independent units, like an indoor unit and an outdoor unit, or a baseband unit and a radio unit. Safety and EMI/ EMC testing of individual unit is possible in isolation, but technical parameter testing can be carried out only when the two units are connected. Each of the two units are often in different varieties; mostly the outdoor or radio unit variety is based upon frequency of operation and power capability, and

the indoor or baseband unit variety is based upon chassis size, interface cards etc. In such cases, if all the outdoor or radio units have been individually tested with any (one or more) of the indoor or baseband units, and all the indoor or baseband units have been individually tested with any (one or more) of outdoor or radio units, the collection of all such indoor or baseband units and all outdoor or radio units will be treated as a family and will be certified accordingly. Further, the concept of associated model may be applied to indoor or baseband units, if these meet the criteria.

Accordingly, following testing is required for BTS products:

- a) **Radio Conformance Testing:** Radio conformance testing of Radio unit(s) of Base station mentioned in MTCTE application may be done with any Baseband unit(s), and that Baseband unit may or may not be mentioned in the submitted MTCTE application.
- b) **IT Safety Testing:** IT Safety test reports for a number of Radio unit(s) or Baseband unit(s) belonging to a particular series/family (as declared by applicant) may be submitted for safety testing done on a single radio unit operating at a particular frequency or baseband unit from that family/series, considering that the highest power consumption radio unit or baseband unit has been tested. IT Safety testing of all radio units operating at different frequencies or all basebands units covered in that particular series/family is not required for above case provided all the series models of Radio or Baseband units are mentioned in the issued safety report(s) with power consumption details.
- c) **EMI/EMC Testing:** Test report(s) for EMI/EMC of each Radio unit and Baseband unit mentioned in the MTCTE application shall be submitted.

2.0 In case of Pizza box models and chassis-based models, the model with largest configuration is called the tested model. The other models built around the same motherboard are called Associated Models.

2.1 Associated Model classification for Optical Fibre Cable: In case of different models of optical cables under specific variants of ER (i.e. Duct, Buried, Aerial etc.) built around varying fibre count with same cable element and same cable design parameters (such as fibre type, single or double sheath, flooding and filling type, sheath material etc.), OFC model

with highest fibre count may be submitted as the main model and other lower fibre count model(s) may be submitted as associated models on MTCTE portal with testing done on main model.

- 3.0 Where plug-in type of interface modules is used, if module with highest port density is tested, module with lower port density need not be tested. However, a module with two different types of ports will be treated as different from a module with either type of ports, and needs to be tested.
- 4.0 The part codes of lower configuration cards or conformal-coated parts/chassis, if its higher configuration card(s) is/are tested, may be mentioned by the applicant in the "Remarks" column of the BoM file of a single-chassis product submitted for MTCTE Certification. A self-declaration in this respect may be submitted by the applicant that conformance to ER is not affected by this.
- 5.0 Maximum 9 number of associated models can be included in one certificate along with one tested/ main model. For remaining associated models, a separate MTCTE application may be submitted with same main/tested model. Main/tested model along with the Associated models are required to be mentioned in the lab test reports submitted by Applicant.
- 6.0 Model numbers of all associated models need to be indicated in the online application in the corresponding Bill of Material (BoM) file.
- 7.0 In case of radiating equipment, the model with highest radio power level is tested. The model of radio equipment with lower power will be covered by the same certificate under family/ associated based models.
- 8.0 In case of radiating equipment with different frequency band, tests are required to be carried out on all frequency bands which are operational/ allotted in the country.

Schedule of Fees

- 1.0 **Administrative Fee:** Applicable for all products, as per respective product group indicated in Table A.1 and Table A.2 of Annexure-A.
- 2.0 **Certificate Modification Fee:** Applicable if application for certificate modification is made. The amount of this fee is same as Administrative fee for the respective product group.
- 3.0 **Certificate Renewal Fee:** Applicable if application for renewal of certificate is made and no testing is involved. The amount of this fee is same as Administrative fee for the respective product group.
- 4.0 **Testing Fee:** In case of testing by CABs, fees as charged by CABs shall be payable directly to the CAB, without involvement of MTCTE portal. In case of testing in RTEC Labs, testing fee as notified by TEC separately, shall be payable through MTCTE portal.
- 5.0 **Fees for Contravention:** In case of contraventions of requirements of mandatory testing, the fee as required under para 15.2 shall be ten times of the applicable fee as per para 1.0 of ANNEXURE-C.
- 6.0 The fees as on date, indicated in para 1.0 of ANNEXURE-C are as follows. Any change in the fee shall be notified on MTCTE Portal (www.mtcte.tec.gov.in)/ TEC website (www.tec.gov.in).

Table C.1 – Schedule of Administrative Fee

Group of Equipment	Administrative Fee (₹)
A	10,000
B	20,000
C	30,000
D	50,000

Note: *The above Administrative Fee is fully Exempted for the applications submitted by Government R&D Institutes such as CDOT, CDAC etc. for certification of their products till 31.03.2028.*

7.0 Certification Fee for the Family based certification shall be as per Group D of Table C.1.

8.0 The fees as on date indicated in para 2.0 and 3.0 of ANNEXURE-C are as follows:

Table C.2 – Applicability of Administrative Fee in Certificate Modification or Renewal

S.No.	Type of Modification/ Renewal	Fee Applicable
1.	Modifications not involving re-testing (refer clause 10.1.1)	Administrative fee of respective Group of Equipment (A/ B/ C/ D)
2.	Modification involving re-testing (refer clause 10.2.1)	
3.	Provisional to Regular (refer clause 2.1(xvii))	
4.	Provisional to Provisional (refer clause 2.1(xviii))	
5.	Certificate Renewal (refer clause 11.2)	

Labelling Guidelines

- 1.0 The TEC certification label required under clause 9.1 of MTCTE as given by TEC in the issued certificate.
- 2.0 The TEC labelling requirements consists of:
 - i. TEC certification label on body of the equipment.
 - ii. Indication of equipment conforming to Essential Requirements in its technical document as shown in *Figure D.2*.
 - iii. 'e-label' of TEC Certification in case of Telecom / related ICT equipment with integrated displays in lieu of physical labelling also permitted.
- 3.0 The 'TEC certification label' on body of equipment needs to conform to following guidelines:
 - 3.1 The 'TEC certification label' consists of the pictorial representation of TEC logo, drawn in the exact style as indicated in the following. If the size of TEC logo is reduced or enlarged, the aspect ratio given in the figure must be maintained.

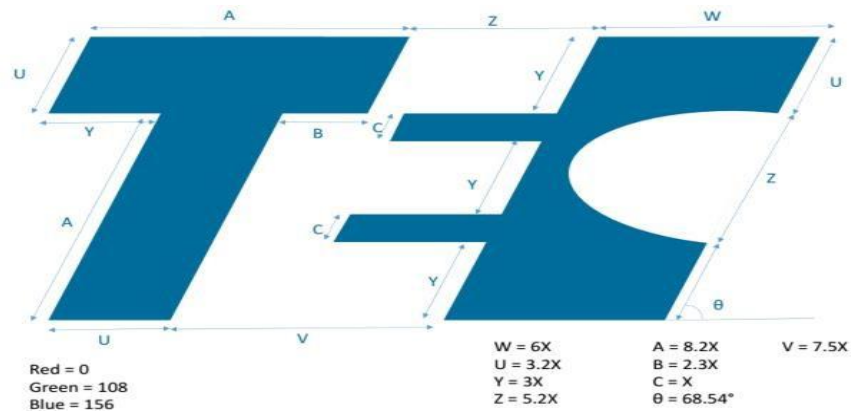


Figure D.1

- 3.2 The height of TEC logo shall be 1/4th of the size of the brand name on the product, subject to a minimum height of 6mm. However, if the size of brand name is less than 6 mm due to space constraint, then height of TEC logo may be kept as size of brand name.
 - 3.3 The TEC certification label can be engraved, raised, embossed or debossed
- [TEC 93009:2024] [43] [MTCTE Procedure v3.0]

or printed label.

- 3.4 In case of engraving or debossing of TEC Certification label, *Figure – D.2* given in the guidelines may be referred. The TEC logo (in colour) has to be engraved / debossed while the other portion of the label (in white) is to be flush with product body surface.
- 3.5 If the logo is raised or embossed, then the TEC logo shown in *Figure- D.1* (in white) has to be raised while the other portion (in colour) is to be engraved.
- 3.6 If the TEC logo is colour printed, then the colour composition given in the attached figure (RGB=0,108,156) must be maintained with no significant variation in colour. However, black and white label is also permitted (coloured=black, white=white).
- 3.7 The 'TEC certification label' shall be legible, indelible, durable and should be easily discernible under normal lighting conditions. In case of e-labelling, same should not be possible to be deleted.
- 3.8 The 'TEC certification label' shall be put on the product at a prominent location so that it is clearly visible to the user. However, in case of removable or user replaceable outer cover (e.g., back cover in case of few mobile models) it can be placed below removable cover.
- 3.9 The technical manual of the product should contain the information that this product conforms to the relevant Essential Requirements of TEC, Department of Telecommunications, Ministry of Communications, Govt of India, New Delhi-110001.
- 4.0 The 'TEC certification e-label / physical label' consists of TEC logo along with MTCTE followed by Certificate Number as given in the below figure:



MTCTE:XXXXXXXX

XXXXXXXXXX denotes the certificate number issued by MTCTE portal (9 digits)

Figure – D.2

- 5.0 The device shall not require any special accessory/ tool or supplementary plug-in (e.g., the installation of a SIM / USIM card) to access the e-label.
- 6.0 The compliance related information shall be programmed by the manufacturer and the information shall be secured in such a manner that third party cannot modify it.
- 7.0 The information can be in the firmware or software menu provided it is easily accessible and cannot be modified.
- 8.0 The compliance related information should be placed in the section containing regulatory information about the device. All the regulatory information required on the packaging and user manual also permitted in the form of electronic media (CD or Online access or QR-code or memory devices or any other form for user convenience) also.
- 9.0 Users shall be able to access the information without requiring special access codes or permissions and, in all cases; the information shall be accessible in no more than four steps in a device's menu.
- 10.0 Instructions on how to access e-label shall be included in the user's manual, operating instructions or as an insert in the package of the product, or other similar means.
- 11.0 Alternately, the instructions to access the information may be available on the product related website. The instructions on how to access the website shall be provided in the user's manual or package of the product.
- 12.0 Devices utilising 'e-label' shall have a physical label on the packaging of the product (printed) at the time of import/ storage for sale or during distribution.

Regional TECs

The contact details of the Regional TECs along with their jurisdiction are as under:

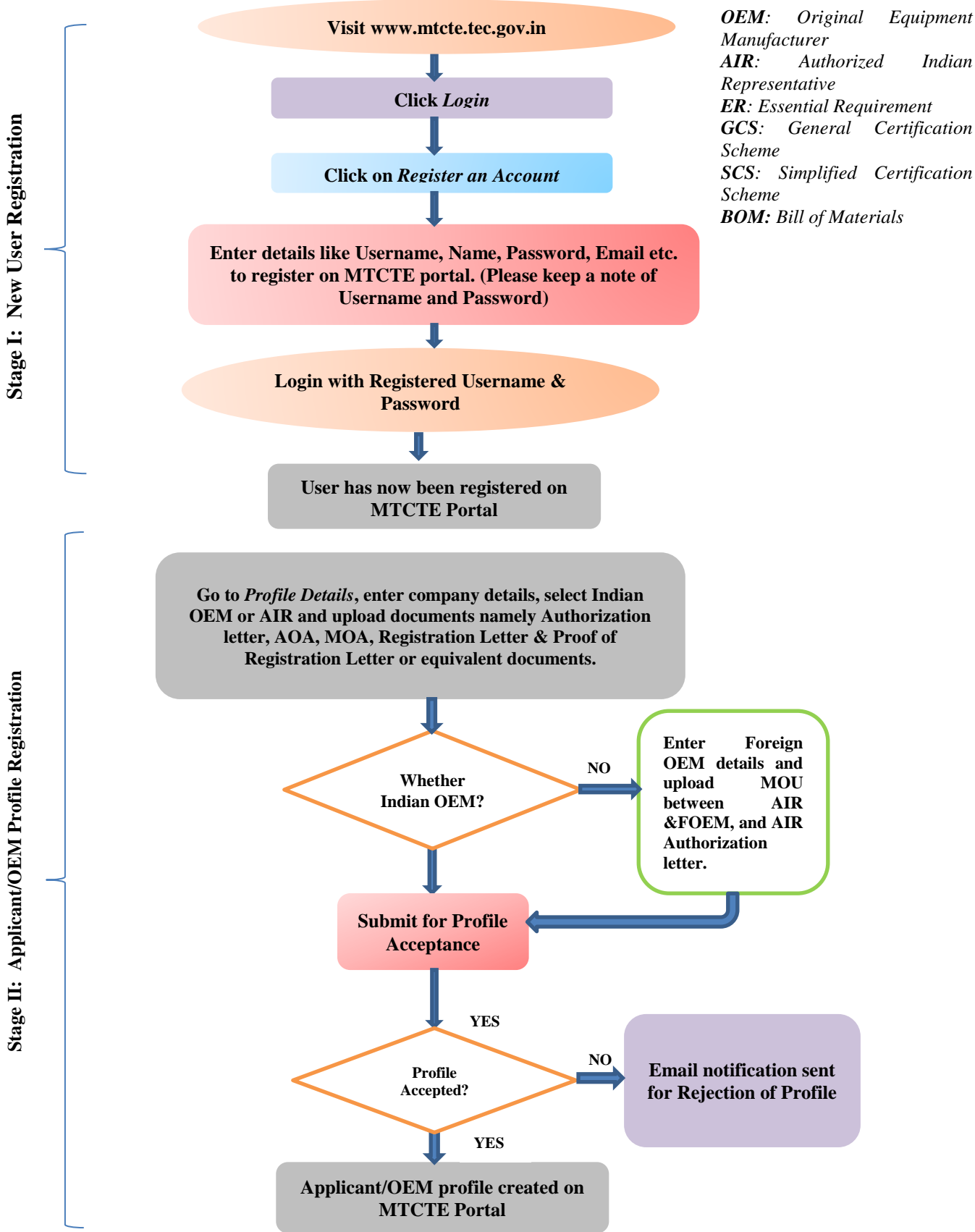
Concerned officer	Jurisdiction	e-mail / Tel (Office)
Deputy Director General (NR), RTEC New Delhi	Chandigarh, Delhi, Haryana, Himachal Pradesh, Jammu & Kashmir, Laddakh, Punjab, Rajasthan, Uttarakhand and Uttar Pradesh.	ddgnr.tec@gov.in Tel: 011-23739400
Deputy Director General (WR) RTEC Mumbai	Chhattisgarh, Daman & Diu, Dadra & Nagar Haveli, Goa, Gujarat, Madhya Pradesh and Maharashtra.	ddgwr.tec@gov.in Tel: 022-26610900
Deputy Director General (ER) RTEC Kolkata	Assam, Arunachal Pradesh, Andaman & Nicobar, Bihar, Jharkhand, Meghalaya, Manipur, Mizoram, Nagaland, Odisha, Sikkim, Tripura and West Bengal.	ddger.tec@gov.in Tel:033-23570010
Deputy Director General (SR) RTEC Bengaluru	Andhra Pradesh, Karnataka, Kerala, Lakshadweep, Tamil Nadu, Telangana and Puducherry	ddgsr.tec@gov.in Tel:080-26646222

Note: The details of the RTEC officers are also available on TEC/ MTCTE websites as below:

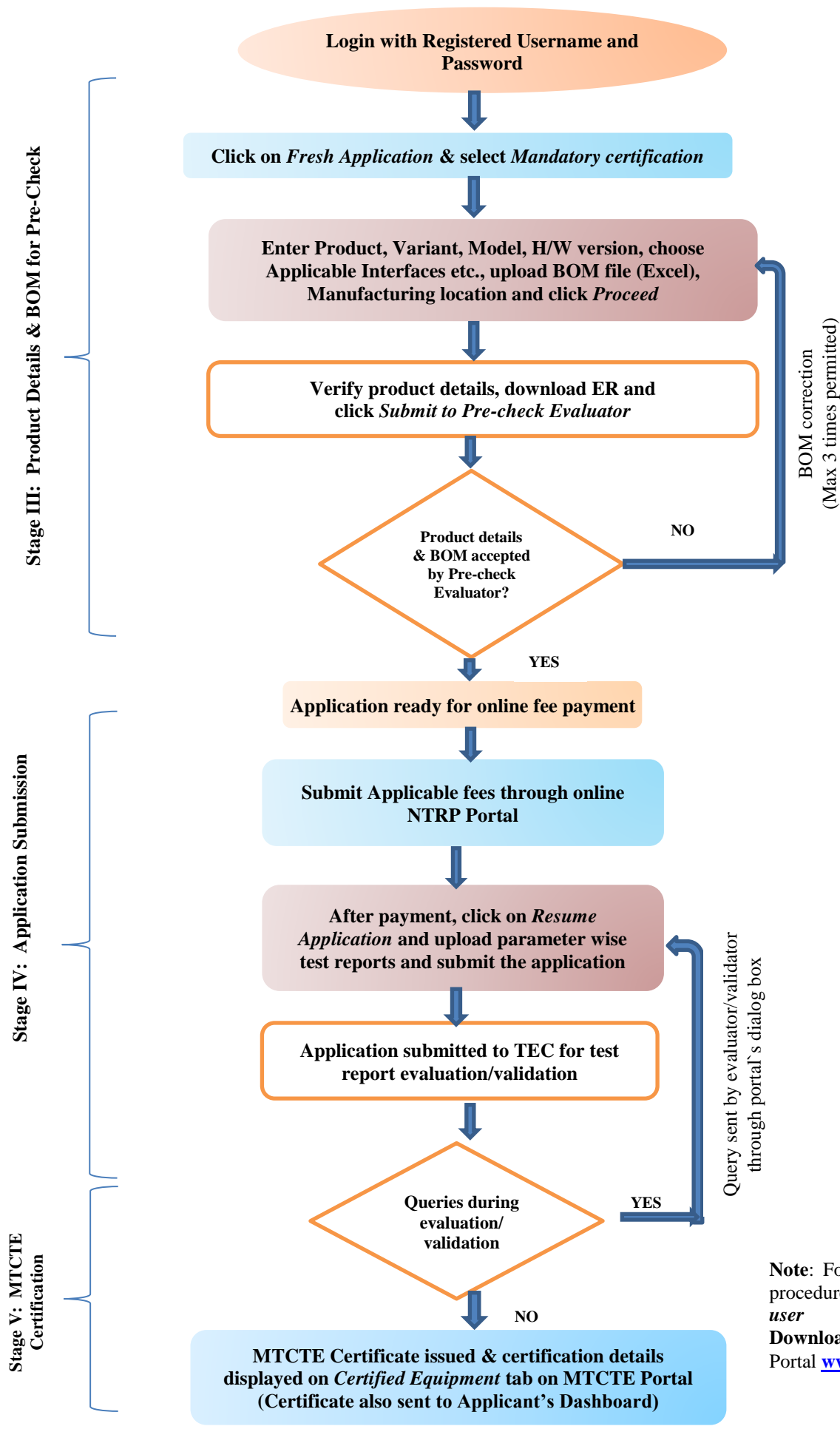
<https://www.tec.gov.in/whos-who>

https://mtcte.tec.gov.in/contact_tec

MTCTE Flowchart for ER based Fresh Application



OEM: Original Equipment Manufacturer
AIR: Authorized Indian Representative
ER: Essential Requirement Scheme
GCS: General Certification Scheme
SCS: Simplified Certification Scheme
BOM: Bill of Materials



Note: For detailed application procedure, download *MTCTE user instructions* from **Download** tab on MTCTE Portal www.mtcte.tec.gov.in.

ANNEXURE-G

Models of the products declared as End-of-Life (EOL)/ End-of-Sale (EOS) for whole unit warranty replacement by OEMs (ref. TEC clarification No. 6-6/2021-TC/TEC (Pt.II) dated 06.03.2024)

S.No.	Product Name as per ER	Model No.	Date of declaration as EOL/EOS	Remarks

Note: The email shall be sent by the authorized signatory of the company.