

**[ DOTC DEPARTMENT CIRCULAR NO. 97-01,  
October 17, 1997 ]**

**GUIDELINES ON THE PROCUREMENT OF ORBITAL SLOTS AND  
FREQUENCY REGISTRATION OF PHILIPPINE SATELLITE(S)**

The application for an orbital slot and frequency is one of the privileges accorded to the Philippine Government as an ITU member administration which also includes frequency allotment in the Radio Regulation.

This Department Circular shall provide guidelines for the DOTC, the NTC, and prospective satellite operators in the acquisition of orbital slot(s) and registration of frequency assignments of Philippine satellite(s), abiding with the rules and procedures of the ITU Radio Regulations to ensure international recognition and protection from harmful interference caused by other satellite systems.

In light of the foregoing, the following policy guidelines are hereby promulgated:

**ARTICLE I**

**Definition of Terms**

*SECTION 1.* The following terms as defined in this Circular shall apply:

- a. **Administration** — Any governmental department or service responsible for discharging the obligations undertaken in the relevant conventions and conferences of the International Telecommunication Union.
- b. **AP4** — Advanced publication information form, which contains minimum satellite information identified in Article 11 of the Radio Regulation. This includes the orbital slot being applied for and identifying which Administration shall be responsible for the said application.
- c. **APS4** — Request for Coordination/Notification form, which contains detailed satellite parameters and characteristics, including space segment and cooperating earth stations, required for coordination.
- d. **DOTC** — shall refer to the Department of Transportation and Communications which will be the Administration concerned regarding space segment coordination.
- e. **Earth Station** — a station in a satellite network located either on earth's surface or within a major portion of the earth's atmosphere and intended for communications.
- f. **NTC** — shall refer to the National Telecommunications Commission which

will be the Administration concerned for earth station coordination.

g. **Paper satellite** — Satellites that have general characteristics which only exist on paper with very little or no likelihood of ever being implemented. It also refers to “reservation of capacity without actual use” preventing others from having access to the frequency resource.

h. **Radiocommunication Bureau (BR)** — carries out the international regulatory processes for registration of frequency assignments and satellite orbits, and assists to resolve cases of harmful interference.

i. **Satellite Network** — A satellite system or a part of a satellite system, consisting of only one Satellite and the cooperating earth stations.

j. **Satellite Operator** — a duly enfranchised telecommunications entity proposing to operate and establish satellite system(s) in the Philippines.

k. **Satellite System** — A space system using one or more artificial earth satellites.

l. **Space System** — Any group of cooperating earth stations and/or space stations employing radiocommunications for specific purposes.

m. **Space Segment** — composed of orbiting satellite and the associated equipments used to track, monitor and control the operation of the satellite. The term does not include ground equipment such as earth station.

n. **World Radiocommunication Conference (WRC)** — a governmental conference convened every two years which is mandated to review and, where appropriate, revise Radio Regulations in accordance with items in its agenda as adopted by the ITU Council, and recommend an agenda for the next two conferences.

## **ARTICLE II**

### **Responsibilities of Parties**

The DOTC, the NTC, and the Satellite Operator shall be responsible for undertaking the steps identified in the provisions of the Radio Regulations of the International Telecommunications Union (ITU) for Philippine satellite(s), in relation to the:

- i) use of assigned, registered and/or coordinated Philippine slots;
- ii) coordination of orbital slot(s); and
- iii) registration of frequency assignments.

#### **SECTION 2. Responsibilities of the DOTC**

The DOTC shall have the following responsibilities:

- a. Review and approve all space segment submissions of the Satellite

Operator, including coordination agreements;

- b. Send all necessary documentation to ITU and affected administrations;
- c. Head the Philippine delegation to all official and formal coordination meetings;
- d. Encourage the Satellite Operators to engage in informal coordination discussions with counterparts from other operator(s) to facilitate/accelerate the finalization of coordination agreements;
- e. Make available relevant documents to requesting parties, in accordance with DOTC internal regulations;
- f. Sign official segment coordination documents;
- g. Provide Satellite Operators information on new developments/updated on Radio Regulations, if so requested.
- h. Forward to the NTC all submissions of earth stations by the Satellite Operator.
- i. Request the NTC to make analysis and recommendations on earth station-related submissions of the Satellite Operator.
- j. Forward to the NTC all requests for coordination of all earth stations and terrestrial networks from other administrations;
- k. Request the NTC to make analysis and recommendations on earth station-related coordination requests from other administrations for consideration by the DOTC; and
- l. Set up and maintain the necessary database for all the above purposes.
- m. Upon notification of the concerned Satellite Operator, the DOTC shall take actions necessary to prevent, reduce or eliminate any interference between the satellite network of the concerned Satellite Operator with the satellite network of another Satellite Operator or Administration.

*SECTION 3. Responsibilities of the NTC* — The NTC, in protecting the planned and existing Philippine terrestrial networks and earth stations from possible unacceptable interference from other satellite networks, shall have the following responsibilities:

- a. Review submissions for earth applications and for frequency assignments of Satellite Operators from the viewpoint of protecting Philippine terrestrial networks;
- b. Examine the effect of all the submissions of earth stations of other administrations with the Philippine earth stations and other terrestrial networks for consideration by the DOTC;
- c. Request satellite operators to make analysis, comments and