Electronic Grantee Code Changes

Sandy Haase
Customer Service Branch

Federal Communications Commission
Office of Engineering and Technology
Laboratory Division
FCC 04-165
(Adopted July 8, 2004)
(Implementation Scheduled April 1, 2005)

- 2.926 - grantee or rep may . . “receive a grantee code electronically via the Internet”

- 2.929 (c ) – change name / address . . “notice of such change(s) shall be submitted to the Commission via the Internet”

- 2.929 (d) – “. . .transfer of control or sale to another company, mergers, or transfer of manufacturing rights, notice must be given to the Commission via the Internet”
Grantee Code Filing Changes

- New Grantee Page – no change
- Duplicate Grantee Registration Check
  - Validation / Display – no change
  - “Cancel Registration” option added
    - “Yes” option a notification of cancellation presented;
    - “No” option selected returns to page to allow for “Proceed with Registration”
Duplicate Grantee Registration Check

FCC E-filing > Grantee Registration > Grantee Registration Confirmation

Development System. This site is used for development purposes only.

Below is a list on file with the FCC of applicant/grantee codes with similar names. Please check this list to determine if a grantee code was previously assigned to the applicant for which a code is now being requested. If a code was previously assigned, please use that code to submit the Form 731. Do not click the "Proceed with Registration" button if a grantee code was previously assigned to this company. Notify bette.tauhe@fcc.gov if any applicant and/or contact discrepancies.

<table>
<thead>
<tr>
<th>Grantee Code Applicant Name</th>
<th>Street Address</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>I7</td>
<td>PCTEST Engineering Laboratory Inc</td>
<td>Dobbin Road Columbia</td>
</tr>
</tbody>
</table>

Proceed with Registration  Cancel Registration
Cancellation Notification

Development System. This site is used for development purposes only.

Grantee Registration Canceled

The request for a new grantee registration has been canceled per request.
FCC 04-165 Implementation

- Electronic modification of Grantee Code information
- “Routine” changes become responsibility of applicant (demographic, contact information, etc.)
- Name change requires FCC action
- Grantee Code Registration Number
  - 6 random digits preceded by GC
  - GC###### (modeled after EA#, TC#, etc.)
  - Legacy apps assigned GC# - See Instructions
Development System. This site is used for development purposes only.

Payment for the Grantee Code displayed below must be submitted and verified within 30 calendar days from the code-assignment date, or the code will be automatically removed from our database and another code will have to be obtained. Additionally, no Grant of Equipment Authorization will be issued for any application filed using a Grantee Code for which the fee has not been paid. Please retain the following information for future reference:

Your New FCC Grantee Code is: RXP
Grantee Code Registration Number (GCR #): GC567123
Date of Submission: 11/26/2004
Applicant Name: PCTESTs are us

Press this button to begin the Application For Equipment Authorization (Form 731)

Press this button to complete the grantee submission and proceed to FCC Form 159

Proceed to Form 731

Complete Submission
Routine Grantee Info Mod

Development System. This site is used for development purposes only.

Routine Grantee Registration

Current Information on file for PCTESTs are us:

FCC Registration Number (FRN): 0005072848

Mailing Address:
Line one: 10234 Oakland Mills Road
Line two: N/A
P.O. Box: 12345
City: Columbia
State: Maryland
Zip Code: 21043
Country: United States

Contact:
First Name: George
Middle Name: F.
Last Name: Tannahill
Title: Senior Electronics Engineer
Telephone: (301)362-3037
Extension: 3037
Fax Number: (301)362-3001
Email: george.tannahill@fcc.gov
Mail Stop: N/A

To make changes to the address or contact information, make the correction in the desired field(s) below:
Routine Grantee Info Mod (2)
Routine Grantee Info Mod (3)
Grantee Code Name Change

- At least one attachment is required – company letterhead with Name
- Changes do not take effect immediately - submitted to the OET for subsequent review and approval
- No subsequent changes to the grantee information until request has been approved / denied by the OET staff
- Applicant may file EAS or TCB Form 731 filings while the grantee request is pending
Grantee Code Name Change

Development System. This site is used for development purposes only.

At least one attachment must be submitted with a grantee name change request.

Attachment Submission Instructions

Please provide a brief description of this attachment:

Specify the file to include with this response:

Specify the Type of File Submitted:

- This field is required in order to complete the response.

Submit Attachment  Clear
Grantee Code Change Confirmation

The grantee modification request have been submitted successfully to the OET Equipment Authorization Branch. The request will be reviewed and the OET will be in contact with you shortly. Please note that additional changes to this grantee registration are not permitted while this filing is pending.

Grantee Code: EAT
Date of Submission: 12/01/2004
Applicant Name: PCTESTs are us
Development System. This site is used for development purposes only.

Equipment Authorization System Correspondence Reply

Select the type of correspondence to which you are replying:

- Correspondence Pertaining to an Equipment Authorization Application
- Correspondence Pertaining to a 2046 Listed Test Firm Registration
- Correspondence Pertaining to a Grantee Name Change
Development System. This site is used for development purposes only.

Enter the following information:

- **Grantee Code Registration Number (GCR#):** *
- **Correspondence Reference Number:** *

* Indicates that this field must be completed before the proceeding.
Pending Grantee Code Search
Return to FCC Form 159
Return to 159 (2)
Form 159 (3)
Development System. This site is used for development purposes only.

The following fees are due for FCC ID NG6POMSMOKE, Form 731 confirmation number EA12355. Please select from the list which fees are to be paid. At least one fee must be specified.

<table>
<thead>
<tr>
<th>Fee Code Description</th>
<th>Include Fee on Form 159</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGC Certification - All Other Devices</td>
<td>☑</td>
</tr>
<tr>
<td>BAG Assignment of Grantee Code</td>
<td></td>
</tr>
</tbody>
</table>

Proceed  Clear
Debt Collection Improvement Act
Commission Policy

- Aggressively pursue delinquent debts owed to the Commission, or referred to the Commission by another Federal agency.

- Provide framework for resolving debt.

- Bar “delinquent debtors” from receiving a license or other benefit from the Commission until the debt has been resolved.
Application of DCIA to TCBs

➢ TCB FRN indicates indebtedness?
  ▪ Granting of Authorizations will be prohibited
  ▪ TCB will be notified of indebted status and given appropriate time to clear debt (30 days)
  ▪ Debt not cleared – all TCB applications will be dismissed

➢ Applicant FRN indicates indebtedness?
  ▪ Authorization prohibited
  ▪ Applicant will be notified of indebted status and given appropriate time to clear debt (30 days) – TCB receives courtesy e-mail
  ▪ Debt not cleared – application will be dismissed
Recommended TCB Actions re DCIA

- Ensure TCB remains in good standing
- Verify Applicant is in good standing prior to submitting an application
- Check for “Red Light” on the Red Light Display System (see Debt Collection at www.fcc.gov)
  - Requires FRN and Password
- TCBs incorporated into system approximately May 1
Summary

- All Equipment Authorization actions submitted electronically ~ April 1
  - Routine Changes responsibility of applicant
  - Name changes received / processed by OET Laboratory

- Return to Form 159 functionality ~ April 1

- Application of DCIA to TCBs ~ May 1
Questions and Answers

Thanks!