Approved by the order of the State Administration of Radio Frequencies No. 158 dated November 1, 2021

**INSTRUCTION**

**on filling in the Questionnaires for television transmitter (DVBT/T2)**

1. **General provisions**

In accordance with paragraph 2.24 of the "Rules for allocation, registration, use and assignment of radio frequencies" approved by the Decision of the Cabinet of Ministers of the Republic of Azerbaijan No. 22 dated February 1, 2007, questionnaires submitted by the State Administration of Radio Frequencies (hereinafter SARF) to the user in accordance with the purpose of the network to be deployed shall be filled and returned. Along with this, according to paragraph 2.25, after payment for each radio communication facility on the basis of the submitted questionnaire materials, these radio communication facilities are registered in the SARF and permits for their use are issued.

Application forms for radio communication are to be downloaded from the official website of the SARF (https://dri.az/page/6). The requirements of this Instruction must be observed when filling out the application form. Once the application form is filled and approved, it is to be submitted to the SARF on paper or in electronic form (in scanned form via website dri.az).

At the same time, application documents can be submitted via the e-gov.az website (section on receiving applications and documents for registration of radio communications). In accordance with the administrative regulations, the request and the documents attached to it are investigated in the SARF, and if any deficiencies are found that can be eliminated and groundless for refusal, the applicant is notified in this respect in writing within 5 days. Once these deficiencies are removed and request is resubmitted, the review of deficiencies and issuance of relevant decision are to be made within 15 days.

1. **Basic concepts used in the form of a questionnaire**

DVB-T / T2 is a standard for digital terrestrial television broadcasting

Output power is the level of the signal that the equipment broadcasts to the maximum

Carrier signal modulation mode is a mode of connecting a carrier signal to a high-frequency signal for transmission of a carrier signal.

Frequency Spectrum Usage Mode (SFN / MFN) is Single (SFN) or Multiple (MFN) Frequency Usage Mode.

Technology type (MPEG 2, MPEG 4) is a standard (format) for digital encoding and compression of video data.

**3. Explanations on filling out the questionnaire form**

Line 1 (“Name of the owner, namely legal entity and physical person”) shall contain the full name of the state-registered legal entity or the full name of the physical person registered as a holder of Tax Identification Number.

Line 2 ("Address, phone, fax, e-mail") shall indicate the actual address, telephone (city, mobile), fax number and e-mail of a legal entity or individual. The mobile phone number must be a mobile phone number of the person designated as the coordinator. The email address is to be the organization's official email address, if not available, the corporate and personal email address of the contact person. For physical persons the mobile phone number and email address are to be the number and email address of the physical person.

Line 3 ("Installation point") ") shall indicate the address and the administrative territorial unit where the television transmitter is actually installed,.

Line 4 ("Geographical coordinates") ") shall indicate the geographical coordinates (E and N) of the actual location of the TV transmitter.

Line 5 ("Type, brand") ") shall indicate the model and brand of the transmitter.

Line 6 (“Channel number (frequency) (MHs)”) ") shall indicate the number and frequency of the television broadcasting channels allocated in accordance with the decision of the National Television and Radio Council of the Republic of Azerbaijan.

Line 7 (“Frequency bandwidth (MHz)”) ") shall indicate the width of the allocated frequency band. Line 8 ("Broadcast mode (number of carriers) (2k, 4k, 8k, 16k, 32k)") indicates the number of carrier signals transmitted.

Line 9 ("Carrier signal modulation mode" (QPSK, 16 QAM, 64 QAM)) ") shall indicate the connection of the carrier signal to a high-frequency signal for transmission of the carrier signal.

Line 10 ("Frequency Spectrum Usage Mode (SNF / MFN)") ") shall indicate single (SFN) or multi-frequency (MFN) network mode.

Line 11 ("Technology type (MPEG2, MPEG 4)") ") shall indicate the standard (format) for digital encoding and compression of video data.

Line 12 ("Output power") indicates the maximum level (W) of the signal transmitted by the transmitter.

Line 13 ("Frequency stability") ") shall indicate the threshold at which the carrier frequency exceeds the nominal value.

Line 14 ("Suspension height of the antenna") ") shall indicate the height of the hanging antenna from the ground.

Line 15.1 ("polarization") ") shall indicate the transmission of the signal on a vertical (V) or horizontal (H) surface. Line 15.2 (“broadcast diagram form”) shall contain information (circular, sector, etc.) or a diagram description that characterizes the directional variation of the radiation level.

Line 15.3 ("gain") ") shall indicate the gain (dB) of the transmitted signal by the antenna.

Line 16 (“Date of commissioning”) indicates the date of commissioning of the installed equipment.