* Documents of radio amateurs operating in the territory of the Republic are agreed with the State Security Service on the basis of the presentation of the Baku Radio Technical School of the Voluntary Military Patriotic Technical Sports Society and registered at the State Administration of Radio Frequencies in proper manner. In this case, it is not required to apply to the Commission for radio frequency assignment.

Applications for civil purposes are investigated by the working group of the Commission (the Secretariat).

* Documents to be submitted by radio amateurs;
* Information about the person who applied during the investigation, purpose of the network to be established, required frequency nominals, technical specifications of the equipment to be used, certificate issued by the manufacturer.
  + These documents are collected and submitted to the members of the Commission for getting opinion of the Secretary of the Commission. Opinions and proposals of the Commission members for each application are collected and discussed at the next meeting of the Commission. At the meeting, each application is discussed taking into account the opinions and suggestions of the members of the Commission and the corresponding decision is made in this regard.