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COMMUNICATIONS GUIDELINE NUMBER 19-01

Licensing Procedures for National Interoperability Channels and Common Channels in New York State

Effective: Immediately
Date issued: 07/14/2020

Valid: Until revoked or superseded
Revision: 1

SUMMARY:

This document is intended to provide guidance to public safety entities on licensing procedures of non-Federal National Interoperability Channels, designated by the FCC and defined in Title 47 Code of Federal Regulations Part 90 and should be used in conjunction with *NYS DHSES Communications Guidelines 16-01, 16-02 and 16-03 and 16-04*. (<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>). Listed guidelines contain a list of National Interoperability Channels and Common Channels available in NY State.

DESCRIPTION:

This guideline outlines a process, which must be followed by non-Federal public safety entities in order to license National Interoperability Channels and Common Channels used in NY State. This guideline covers Low Band VHF, VHF, UHF, 700MHz and 800MHz National Interoperability and other channels.

DEFINITIONS:

CAPRAD – Computer Assisted Pre-Coordination Resource and Database System <http://www.capradap.org/>

Line A – Begins at Aberdeen, Wash., running by great circle arc to the intersection of 48 degrees N., 120 degrees W., thence along parallel 48 degrees N., to the intersection of 95 degrees W., thence by great circle arc through the southernmost point of Duluth, Minn., thence by great circle arc to 45 degrees N., 85 degrees W., thence southward along meridian 85 degrees W., to its intersection with parallel 41 degrees N., thence along parallel 41 degrees N., to its intersection with meridian 82 degrees W., thence by great circle arc through the southernmost point of Bangor, Maine, thence by great circle arc through the southern-most point of Searsport, Maine, at which point it terminates.

Line A check: http://wireless.fcc.gov/uls/index.htm?job=line_a_c

FCC – Federal Communications Commissions

VHF – Very High Frequency

UHF – Ultra High Frequency

CASM - The Communication Assets Survey and Mapping Tool (contact DHSES OIEC to obtain access)

JUSTIFICATION:

The licensing process varies from one frequency band to another and differs in various geographic areas of New York State. This guideline will provide step-by-step instructions and guidance on the licensing process of all designated non-Federal Interoperability Channels and limited Federal Interoperability Channels..



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Table 1 – Non-Federal National Interoperability Channels

Channel Name	Base Stations	Subscriber Equipment (Mobiles/Portables)	Licensing Process
LLAW, LFIRE	Must be licensed with the FCC*	Must be licensed with the FCC	Refer to Licensing Process #1
VCALL10-VTAC14, (VTAC33-VTAC38**)	Must be licensed with the FCC*	Public Safety Licensee can program and operate without an individual FCC license (licensed by rule)	Refer to Licensing Process #2
VTAC17/VTAC17D	Cannot be used in NY	Cannot be used in NY	Do not License in NY
UCALL40-UCALL43D	Must be licensed with the FCC*	Public Safety Licensee can program and operate without an individual FCC license (licensed by rule)	Refer to Licensing Process #2
7CALL, 7TAC, 7GTAC, 7LAW, 7FIRE, 7MED, 7MOB, 7DATA	Must be licensed with the FCC*	Public Safety Licensee can program and operate without an individual FCC license (licensed by rule)	Refer to Licensing Process #3
8CALL90-8TAC94D	Must be licensed with the FCC*	Public Safety Licensee can program and operate without an individual FCC license (licensed by rule)	Refer to Licensing Process #4
*For temporary operations request an STA directly from the FCC **Deployable tactical repeater use only			



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Table 2 – New York State Common Channels

Channel Name	Base Stations	Subscriber Equipment (Mobiles/Portables)	Licensing Process
NYFIRE22 NYFIRE30	Must be licensed with the FCC*	Must be licensed with the FCC	Refer to Licensing Process #1
NYLAW1, NYMED715 NYFIRE83	Must be licensed with the FCC*	Must be licensed with the FCC	Refer to Licensing Process #1
700MHz and 800MHz RPC Designated Channels as listed in Regional Plan 8, 30, 55¹	Must be licensed with the FCC*	Must be licensed with the FCC*	Refer to Licensing Process #4

*For temporary operations request an STA directly from the FCC

Table 3 – Federal Interoperability Channels

Channel Name	Base Stations	Subscriber Equipment (Mobiles/Portables)	Licensing Process
LE VHF, LE UHF	Not allowed*	Must be licensed with the FCC**	Refer to Licensing Process #5
IR VHF, IR UHF	Not allowed*	Must be licensed with the FCC**	Refer to Licensing Process #5

* Fixed infrastructure is not allowed without specific, separate, agreement with a sponsoring Federal agency.
 ** NYS DHSES holds the FCC licenses, all other NY State public safety entities must sign a memorandum of understanding (MOU) with NYS DHSES prior to use of channels

¹ NYS Regional Planning Committees information: <http://www.dhSES.ny.gov/oiec/committees/>



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LICENSING PROCESS #1:			
Step	Action	Base Stations (✓ if steps are applicable)	Mobile Licenses (✓ if steps are applicable)
1	Prepare an application (FCC Form 601) – include propagation analysis.	✓	✓ mobile and portable subscriber equipment operations must be licensed
2	Submit application to Frequency Coordinator.		
3	Submit application to the FCC.		
4	Above Line A: applications will be coordinated by the FCC with Canada.		
5	Once license is approved and buildout complete, submit “Buildout Notification” to the FCC. You now have an active permanent FCC license.		
6	Update CASM with newly installed Interoperability Channels information.		

LICENSING PROCESS #2:			
Step	Action	Base Stations (✓ if steps are applicable)	Mobile Licenses (✓ if steps are applicable)
1	Prepare an application (FCC Form 601) – include propagation analysis.	✓ including deployable tactical repeaters (FB2T) and any transportable operations such as FBT	✗ Mobile and portable subscriber equipment can be programmed and operated without FCC licensing
2	Submit application to Frequency Coordinator.		
3	Submit application to the FCC.		
4	Above Line A: applications will be coordinated by the FCC with Canada ² .		
5	Once license is approved and buildout complete, submit “Buildout Notification” to the FCC. You now have an active permanent FCC license.		
6	Update CASM with newly installed Interoperability Channels information.		

² VHF and UHF – first-come / first-serve basis. DA-09-1064A: Any application above 3 Watts will be coordinated with Canada. Innovation, Science and Economic Development Canada <http://spectrumdirect.ic.gc.ca/>



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LICENSING PROCESS #3:			
Step	Action	Base Stations (✓ if steps are applicable)	Mobile Licenses (✓ if steps are applicable)
1	E-mail request to license base stations to DHSES.OIEC@dhses.ny.gov , addressed to NYS SWIC (Michael A. Sprague). Include information listed in Table 4 and frequency propagation plots.	<p style="text-align: center;">✓</p> <p>including deployable tactical repeaters (FB2T) and any transportable operations such as FBT</p>	<p style="text-align: center;">✗</p> <p>Mobile and portable subscriber equipment can be programmed and operated without FCC licensing</p>
2	Submit application to Frequency Coordinator.		
3	Submit application to the FCC.		
4	Applications will be reviewed by the FCC for compliance with the sharing agreement between US and Canada (Arrangement Q). ³		
5	Once license is approved and buildout complete, submit "Buildout Notification" to the FCC. You now have an active permanent FCC license.		
6	Update CASM with newly installed Interoperability Channels information.		

³ 700/800 MHz – Sharing agreement between US and Canada: Arrangement F and Arrangement Q
<https://www.fcc.gov/non-broadcast-agreements-canada>

(All agreements are listed <https://www.fcc.gov/encyclopedia/international-agreements>.)



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LICENSING PROCESS #4:			
Step	Action	Base Stations (✓ if steps are applicable)	Mobile Licenses (✓ if steps are applicable)
1	Prepare application in accordance with the Regional Plan for the FCC Region 8, 30, or 55 ⁴ .	<p style="text-align: center;">✓</p> <p>including deployable tactical repeaters (FB2T) and any transportable operations such as FBT</p>	<p style="text-align: center;">✗</p> <p>Mobile and portable subscriber equipment can be programmed and operated without FCC licensing</p>
2	Submit application (FCC Form 601) in CAPRAD to a corresponding FCC Region for review, approval and coordination.		
3	Once approval letters from a Region and NY State are received, submit application to Frequency Coordinator.		
4	Submit application to the FCC.		
5	Applications will be reviewed by the FCC for compliance with the sharing agreement between US and Canada (Arrangement F). ⁵		
6	Once license is approved and buildout complete, submit "Buildout Notification" to the FCC. You now have an active permanent FCC license.		
7	Update CASM with newly installed Interoperability Channels information.		

LICENSING PROCESS #5:			
Step	Action	Base Stations (✓ if steps are applicable)	Mobile Licenses (✓ if steps are applicable)
1	Contact NYS DHSES (dhses.oiec@dhses.ny.gov or 518-322-4911) with request to utilize Federal IO channels.	<p style="text-align: center;">✗*</p> <p>Cannot be used</p>	<p style="text-align: center;">✓</p> <p>Mobile and portable subscriber equipment can be utilized for joint federal/non-federal operations only</p>
2	Execute an MOU with NYS DHSES for use of Federal IO channels under DHSES's license. NYS DHSES holds the FCC licenses, all other NY State public safety entities must sign a memorandum of understanding (MOU) with NYS DHSES prior to use of channels		
3	Make sure to utilize Federal IO channels in strict compliance with all conditions and exceptions listed in the executed MOU.		
4	No additional individual licensing is required.		
* Fixed infrastructure is not allowed without specific, separate, agreement with a sponsoring Federal agency.			

⁴ NYS Regional Planning Committees information: <http://www.dhses.ny.gov/oiec/committees/>

⁵ 700/800 MHz – Sharing agreement between US and Canada: Arrangement F and Arrangement Q <https://www.fcc.gov/non-broadcast-agreements-canada>

(All agreements are listed <https://www.fcc.gov/encyclopedia/international-agreements.>)



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Table 4 – Site Information

Table with 3 columns: ##, Required Site Information, Site Information. Rows 1-11 list various site parameters like Interoperability Channels, Site Name, location (latitude/longitude), AGL, ERP, Azimuth, Bandwidth, Gain, and Antenna Type. A final row contains a note about monitoring for CALLing channels.