User Manual (Version 1.1)

(For Applicant)

Dealer Possession License Migration

Department of Telecommunications

Government of India

13th June, 2023

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1. User login



Click on Login button in the home page.

भारत सरकार GOVERNMENT OF INDIA	संचार मंद	बलय STRY OF COMMUNIC	ATIONS						
स्वामेन जाते	DEP	चार विभाग PARTMENT OF ECOMMUNIC							SARAL SANCHAR (Simplified Application For Registration A A Portal for License Management in Do
	lome	About Portal	Registratior	n Login	FAQs -	Helpdesk	Fee Calculator	Document CheckLi	st
				Login Use Passw Secu Ci	ord	BS201800172 •••••• Enter Captcha		Forgot 47 User ID?	

Enter the credentials and CAPTCHA CODE in the login forms as shown above and Click on LOGIN BUTTON



After Login click on "342 (Number above WPC)" of WPC widget

2. Migration Tab Selection

For DPL Migration select DPL/NDPL and Migration of License Tab

ETA	DPL/NDPL Application	on Details					
Network	New Applications/Amendm	ent Current App	lications	Current Reques	ts License Issued	License Surrendered	
	Maintain/Transfer Stock	Purchase Orders	Upload I	nvoice Details	Requests of condemn	ation of equipments	
Satellite	Migration Of License						
Non-Network	Select License Type	Fresh		ent/Surrender 🔾			
Experimental/Demonstration/ Manufacturing & Testing	Select License Type	Dealer Po	ssession Lic	ense(DPL)	~		
DPL/NDPL			Co				
Import							(>

3. License Type Selection

Select License type and type License number, to list required data and in turn select the required license to be migrated.

ETA	DPL/NDPL Application Details
Network	New Applications/Amendment Current Applications Current Requests License Issued License Surrendered Maintain/Transfer Stock Purchase Orders
	Upload Invoice Details Requests of condemnation of equipments Migration Of License
Satellite	Migration of License:
	Note: Migrate DPL License which was issued outside SaralSanchar Portal.
Non-Network	Please Select License Type Dealer Possession License(D 💙
	Please Enter License BGL/DPL/07/2019/1
Experimental/Demonstration/ Manufacturing & Testing	
	Get Details
DPL/NDPL	
Import	
	License not found Fresh Request
	Requests for Migration of License
	PDF EXCEL Search:
	Sr.No. CLicense No. El License Type Date CLICENCE Application Id Datas Remarks Request Status Request Status CLICENCE
	1 License No./BGL/DPL/06/2018 Dealer 31-12-2021 DP040320230600085 SAVED update Possession Possession
	License(DPL) Delete

4. Fresh Request

Now Click on Fresh Request. New Application ID will be generated, and the system redirects to form submission page



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← → C ▲ Not secur	re 10.192.208.31:8088/common/wpc_	_dashboard_all.php?application_ty	pe=WPC#			QB	☆
🕒 YouTube 💡 Maps 👶 N	/lyOffice Home 🔇 10.192.208.21:9070						
भारत सरकार संचार मंत्रालय GOVERNMENT OF INDIA MINISTRY OF COM	MMUNICATIONS						LogOut (Use
दूरसंचार वि Jint DEPARTM		Confirmation		×	SSA		R
TELECOM	IMUNICATIONS	Create Fresh App for Dealer Posse	ssion License(DPL)		(Si A	mplified Applica Portal for Licens	ition For Reg se Managem
			× Cancel	✓ Proceed elf-declarat	ion) in WPC Helpdesk		
					Orders/Circulars	Documen	t CheckLis
Welcome S KKHANNA (HPCL-	MITTAL PIPELINE LIMITED)						
Welcome S KKHANNA (HPCL-	MITTAL PIPELINE LIMITED)	Details					
		Details Current Applications Current R	tequests License Issued	License Surrendered	Maintain/Transfer Stock	Purchase O	rders
ETA	DPL/NDPL Application	· · ·	lequests License Issued	License Surrendered	Maintain/Transfer Stock	Purchase Or	rders

$\leftarrow \rightarrow C$ A Not secure	10.192.208.31:8088/common/wpc_c	lashboard_all.php?appli	ication_type=WPC	#			Q & \$	
🖸 YouTube 💡 Maps 🍝 MyOff	fice Home 🔇 10.192.208.21:9070							
भारत सरकार संबार मंत्रातय GOVERNMENT OF INDIA MINISTRY OF COMMUNIC	CATIONS						Log	gOut (User
दूरसंचार विभाग DEPARTMENT TELECOMMU	TOF	Fresh Migration request	created succesfully.	DP0403202306000	86 ×	SSA	RAL NCHAR mplified Application Portal for License Ma	For Regi: anageme
		Home	Change Password	Update Profile	Apply ETA(Self-declara	tion) in WPC Helpdesk		
						Orders/Circulars	Document Ch	ieckList
Welcome S KKHANNA (HPCL- MITT	TAL PIPELINE LIMITED)							
ETA	DPL/NDPL Application D	oetails						
Network	New Applications/Amendment	Current Applications	Current Requests	License Issued	License Surrendered	Maintain/Transfer Stock	Purchase Order	s
	Upload Invoice Details Reque	ests of condemnation of eq	uipments Migrat	ion Of License				
Satellite	Migration of License:							

5. Company Information

In this tab Mobile Number and Email are mandatory

Application ID: DP04032023060	0086	
1A.Company/Organization details for which license is required :	1B. Personal Details of Owner of Company/Firm. :	1C.Address for Correspondence with Telephone/Fax/Mail :
CIN	Name *	Address : BSNL
L74899DL1995PLC070609	Father's Name*	District : Pune State : MAHARASHTRA
Company Name	Designation*	Pincode : 411019
HPCL- MITTAL PIPELINE LIMITED	Nationality Indian	✓ Fax : Mobile No : 9422310088
Address of Premises where Equipments are kept :	Date of Birth*	Email : subhashbsnl@gmail.com
Address *	Permanent	
Pincode*	Address* Pincode *	
District	District *	$\overline{}$
State	/ State *	⇒
Landline No	≺	
Fax Mobile No*	GST/TIN No.if any	

6.Equipment Details

Enter the Equipment details and the details will be available in Grid.

Information Details Details	
2.Equipment Details	
Equipment Category *	Select V
Model *	
Manufacturer *	
Frequency/Freq.Band of operation * [Note : For frequency band enter as 123-435 for e.g and for single freuency as e.g]	123 for Frequency/Freq.Band KHz V Add More
RF Power *	Power vatt V Add More
Quantity *	
	Save Equipment Details Cancel Equipment Details
Equipment Details	
Category Manufacturer Model	Frequency RF Power Quantity

7. License Details

License detail submission is mandatory. Applicant has to submit License Issue Date, License Validity Date and upload License copy (May not be digitally Signed)

Home / WPC / Migration for DPL -Applica	ation Id : DP040320230600086
Migration APPLICATION FOR DPL License No-BGL/DPL/07/2019/1	
Please read instructions before submitting	J application
Pincode not available Need help ? Click here Save Draf	t Validate Application Submit
Company/Individual Equipment License Information Details Details	
3. Licence Details	
Licence No *	BGL/DPL/07/2019/1
Licence Issue Date *	
Licence Validity Date *	
Upload License	Digitally Signed Copy Choose File No file chosen

8. Validation

Submit Button will be available, after Validation.

🖸 YouTube 💡 Maps 🍝 MyOffic	ce Home 📀 10.192.208.21:9070
	Migration APPLICATION FOR DPL
	License No-BGL/DPL/07/2019/1
	Please read instructions before submitting application
	Company Information: Premises Address details- Enter Address. Company Information: Premises Address details- Enter Pincode.
	Company Information: Premises Address details- Enter District. Company Information: Premises Address details- Enter State.
	Company Information: Premises Address details- Enter Mobile number. Company Information: Personal details- Enter Name.
	Company Information: Personal details- Enter Father Name. Company Information: Personal details- Enter Designation.
	Company Information: Personal details- Enter Date Of Birth. Company Information: Personal details- Enter Place Of Birth.
	Company Information: Personal details/Permanent Address- Enter Address. Company Information: Personal details/Permanent Address- Enter Pincode.
	Company Information: Personal details/Permanent Address- Enter District. Company Information: Personal details/Permanent Address- Enter State.
	License Details : Enter License Issue Date License Details : Enter License Validity Date.
	Licence Details :Upload License Copy Equipment Details: Enter Equipment Details
	Save Draft Validate Application Submit

9. Form Details

 Company/Individual Equipment License Information Details Details		
Application ID DP0403202306000 1A.Company/Organization details for which license is required :	86 1B. Personal Details of Owner of Company/Firm. :	1C.Address for Correspondence with Telephone/Fax/Mail :
CIN L74899DL1995PLC070609	Name * Sangeeta Father's Name* Shekar	Address : BSNL District : Pune State : MAHARASHTRA
Company Name HPCL- MITTAL PIPELINE LIMITED	Designation* Director Nationality Indian	Pincode : 411019 Landline No: 01123536997 Fax :
Address of Premises where Equipments are kept :	Date of Birth* 01-06-2007 Place of Birth* Mumbai	Mobile No : 9422310088 Email : subhashbsnl@gmail.com
Address * Bhosari Industrial area Pincode* 411026	Permanent Address* Bhosari Industrial Ar Pincode * 411026	
District Pune v State MAHARASHTRA v	District * Pune	
Fax	GST/TIN No.if any	
Mobile No* 9422119544 Email * aaa@bbb.com	,,	

	Jave Di		Submit			
Company/Individual Equ Information Det	ipment License ails Details					
2.Equipment Details						
Equipment Category *		-	Select			~
Model *						
Manufacturer *						
Frequency/Freq.Band o [Note : For frequency band o e.g]		for single freuency as 123 for	Frequency/Freq.E	Band KHz 🗸	Add More	
RF Power *			Power	watt	✓ Add More	
Quantity *						
		Save Eq	uipment Details Cance	el Equipment Details		
Equipment Details						
Category	Manufacturer	Model	Frequency	RF Power	Quantity	
Receivers(Receive Only)	MOTOROLA INC USA	GM328	10-20 KHz	1 W	2	

Home / WPC / Migration for DPL -Application Id : DP040320230600086						
Migration APPLICATION FOR DPL License No-BGL/DPL/07/2019/1						
Please read instructions before submitting	application					
Save Draft	Validate Application Submit					
Company/Individual Equipment License Information Details Details						
3. Licence Details						
Licence No *	BGL/DPL/07/2019/1					
Licence Issue Date *	01-06-2023					
Licence Validity Date *	30-06-2024					
Upload License	Digitally Signed Copy DD040320230600096_DLIC_v0.pdf Uploaded Delete					

10. Final Validation

Home / WPC / Migration for DPL -Applica	And Franking we Polished assessed in the	
Migration APPLICATION FOR DPL License No-BGL/DPL/07/2019/1 Please read instructions before submitting Save Draft	Application validated successfully	
Company/Individual Equipment License Details Details		
3. Licence Details Licence No *	BGL/DPL/07/2019/1	
Licence Issue Date *	01-06-2023	
Licence Validity Date *	30-06-2024	
Upload License	Digitally Signed Copy DD0040220230600066_DLIC_v0.pdf Upresed Celete	

11. Submission

	Home / WPC / Migration for DPL -Application Id : DP040320230600086						
	Migration APPLICATION FOR DF	Your applicati	ion is submitted successfully				
	License No-BGL/DPL/07/2019/1		ок				
	Please read instructions before	e submitting	application				
		Save Draft	Validate Application Submit				
	company/individual Equipment	License Details					
	3. Licence Details						
	Licence No *		BGL/DPL/07/2019/1				
	Licence Issue Date = Licence Validity Date =		01-06-2023				
			30-06-2024				

12. Dashboard, after Submission

Once After submission, the application shows Submitted status (for scrutiny by nodal) In Migration tab Dashboard

	Upload Invoice	e Details Requests of conde	enmation of et	derive set	Migration Of License				
Satellite	Migration of								
		PL License which was issued out	side SaralSanch	har Portal.					
Non-Network	Please Select Li	icense Type	Select	t	~				
rimental/Demonstration/	Please Enter Lie	cense							
nufacturing & Testing			Get Deta	ails					
DPL/NDPL									
Import									
Import	Requests for	Migration of License							
Import		Migration of License						Search:	
Import			• لن	icense Type	¢ License Validity ¢ Date	Application Id	Status	Search:	Request Status
Import	PDF EX	CEL	18 D	Dealer	 ♦ License Validity Date ♦ 31-12-2021 	Application Id DP040320230600085	 Status SAVED 		
Import	PDF EX	CEL License No	18 D		♥ Date ♥				 Request Status Update Delete
Import	PDF EX	CEL License No	118 D Pi Li 119/1 D	Dealer Possession License(DPL) Dealer	♥ Date ♥				Update Delete
Import	PDF EX Sr.No. 1	CEL License No License No:BGL/DPL/06/20	118 D Pi Li 119/1 D Pi	Dealer Possession License(DPL)	Date	DP040320230600085	SAVED		Update

13. Dashboard, After Migration

After Nodal verification the application id available in 2 places

	DPL/NDPL Applica	DPL/NDPL Application Details									
Network	New Applications/Amen	dment Current Appli	cations	Current Req	uests	License Issu	ed License Surrender	ed Maintai	in/Transfer Stock	Purchase Orders	
	Upload Invoice Details	Requests of condemn	ation of ec	quipments	Migrat	ion Of License)				
Satellite	Migration of License:										
	Note: Migrate DPL License	which was issued outside	SaralSanch	iar Portal.							
Non-Network	Please Select License Type		Select-			~					
Experimental/Demonstration/	Please Enter License										
Manufacturing & Testing			Get Deta	ils							
DPL/NDPL				_							
Import	De monte fan Minnetin	- 611									
	PDF EXCEL	I of License							Search:		
	Sr.No.	e No	¢ 🖬	icense Type	¢ Lice Date	nse Validity 🔶	Application Id	Status	Remarks	Request Status	•
	1 Licen	se No:BGL/DPL/06/2018	P	ealer ossession icense(DPL)	31-	12-2021	DP040320230600085	SAVED		Update Delete	
	2 Licen	se No:BGL/DPL/07/2019/	P	ealer ossession icense(DPL)	30-	06-2024	OP040320230600086	VERIFIED		MIGRATED	

Application id is also available in License Issued TAB

Welcome S KKHANNA (HPCL- MITTAL PIPELINE LIMITED)							
1 Next							

14. Rejected Case:

Network	New Applications/Am	endment Current Applicatio	ns Current Reque	sts License Issu	ed License Surrendered	Maintain/Transfer Sto	ock Purchase Orders
	Upload Invoice Details	Requests of condemnation	of equipments	igration Of License			
Satellite	Migration of License	2:					
	Note: Migrate DPL Licen	se which was issued outside Saral	Sanchar Portal.				
Non-Network	Please Select License Ty	/pe 9	elect	~			
Experimental/Demonstration/	Please Enter License						
Manufacturing & Testing		Get	Details				
DPL/NDPL							
Import	Requests for Migrati	on of License					
	PDF EXCEL					Search	
	Sr.No.	ense No	License Type	License Validity Date	Application Id	Status ¢ Remark	s 🔶 Request Status 🗳
	1 Lic	ense No:BGL/DPL/06/2018	Dealer Possession License(DPL)	31-12-2021	DP040320230600085	SAVED	Update Delete
	2 Lic	ense No:BGL/DPL/07/2019/1	Dealer Possession License(DPL)	30-06-2024	DP040320230600086	VERIFIED	MIGRATED
	3 🖒 Lic	ense No:BGL/NDPL/06/2023/1	Non-Dealer Possession	30-06-2024	DP041120230600008	SUBMITTED	

15. Dashboard, after scrutiny Rejection by Nodal

Network	New Applications	/Amenament	Current Applications	Current Requ	ests License iss	ued License Surrendere	Maintain/Tra	nster Stock Put	chase Orders
	Upload Invoice D	etails Reque	ests of condemnation of	equipments	Aigration Of License				
Satellite	Migration of Lic		as issued outside SaralSar	ichar Portal.					
Non-Network	Please Select Licen	se Type	Sele	ct	*				
Experimental/Demonstration/ Manufacturing & Testing	Please Enter Licens	e	Get De	tails					
Import									
	PDF EXCE		ense					Search:	
	Sr.No.	License No	¢	License Type	License Validity Date	Application Id	Status 🗳	Remarks	Request Status
	1	License No:BG		Dealer Possession License(DPL)	31-12-2021	DP040320230600085	SAVED		Update Delete
	2	License No:BG		Dealer Possession License(DPL)	30-06-2024	DP040320230600086	VERIFIED		MIGRATED
	3	License No:BG		Non-Dealer Possession	30-06-2024	DP041120230600008	REJECTED	Documnents not correct	REJECTED

16. Submitted form to test revert case

Experimental/Demonstration/ Manufacturing & Testing DPL/NDPL Import	Requests for M	igration of License	Details				Search:	
	Sr.No.	License No	License Type	License Validity Date	Application Id	Status	Remarks \$	Request Status
	1	License No:BGL/DPL/06/2018	Dealer Possession License(DPL)	31-12-2021	DP040320230600085	SAVED		Update Delete
	2	License No:BGL/DPL/07/2019/1	Dealer Possession License(DPL)	30-06-2024	DP040320230600086	VERIFIED		MIGRATED
	3	License No:BGL/NDPL/06/2023/1	Non-Dealer Possession License(NDPL)	30-06-2024	DP041120230600008	REJECTED	Documnents not correct	REJECTED
	4	License No:BGL/DPL/10/2023/2	Dealer Possession License(DPL)	30-06-2024	DP040320230600087	SUBMITTED		SUBMITTED

17. Dashboard, after scrutiny Revert by Nodal

Satellite	MIGRATION OF L							
	Note: Migrate DPL	License which was issued outside SaralSa	e SaralSanchar Portal.					
Non-Network	Please Select Lice	ense Type Se	Select 🗸					
Experimental/Demonstration/	Please Enter Lice	nse						
Manufacturing & Testing		Get [Details					
DPL/NDPL								
Import								
	PDF EXC	igration of License EL					Search:	
	Sr.No.	License No	License Type	License Validity Date $$$	Application Id	Status \$	Remarks \$	Request Status 🗳
	1	License No:BGL/DPL/06/2018	Dealer Possession License(DPL)	31-12-2021	DP040320230600085	SAVED		Update Delete
	2	License No:BGL/DPL/07/2019/1	Dealer Possession License(DPL)	30-06-2024	DP040320230600086	VERIFIED		MIGRATED
	3	License No:BGL/NDPL/06/2023/1	Non-Dealer Possession License(NDPL)	30-06-2024	DP041120230600008	REJECTED	Documnents not correct	REJECTED
	4	License No:BGL/DPL/10/2023/2	Dealer Possession License(DPL)	30-05-2024	DP040320230600087	REVERTED	Reverting As Licence copy is NOT correct	Update

User must update the form and re-upload the License copy and resubmit. After resubmission, form will again be available for scrutiny

=	ligration APPLICATION FOR DPL icense No-BGL/DPL/10/2023/2 lease read instructions before submitting application							
Please read instructions befo								
	Save Draft	Validate Application Submit						
DOT Remarks	Reverting	As Licence copy is NOT correct						
Company/Individual Equipment Information Details	License Details							
3. Licence Details								
Licence No *		BGL/DPL/10/2023/2						
Licence Issue Date *		14-06-2023						
Licence Validity Date *		30-06-2024						
Upload License		Digitally Signed Copy DP040320230600087_DLIC_v0.pdf Not Verified1 Piz Upload again Choose File No file chosen						

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