



- 1. Navigate to the following URL: https://trc.spectrum.center
- 2. Enter your username and password credentials if you have already successfully registered yourself into the system. Otherwise click on the "Request Access / Contact Us" link. In the "Request Access / Contact Us" page, enter the contact information requested and click on the "Request TRC Access" menu option. Click on "Send" to submit an access request to the web portal. You will receive an on-screen message notifying you to "Please check your email for a message from Spectrum Center with a link to set your password and create account."

NB: If you have already been previously registered with your e-mail address, you will receive an onscreen message notifying you that "An account with the associated email already exists". If you have forgotten your password, return to the URL in step 1 and click on the "Forgot/Reset Password" link and follow the on-screen instructions to reset your password.

3. You should receive an e-mail with the following message and link to connect to a webpage to set your password:



4. After clicking on the link, you will be navigated to a page to set your password. Your password must be an alphanumeric value with a minimum of 6 characters. Once you have completed entering and reentering your password, click on "Submit":

dhumire@gmail.o	com	
type password		
retype password		
	Submit	Í

- 5. After clicking on "Submit" you will receive an on-screen notification reading, "Your password has been set." A "Sign in" button will appear that you can click on to return to the original landing page where you can enter your new login credentials to access the system.
- 6. After logging into the system, if it is your first time, you will be prompted with a User Profile page where you can upload a scanned copy of your picture ID and enter in the details of the company





you represent. Check the "Type Approval" option to have access to the Equipment Type Approval feature in the system. Click on the "Save" button to save your user profile settings. After you save your User Profile settings, the next time you log into the system you will not be presented with the User Profile screen, but you can always return to the User Profile screen from your "Home" dashboard if you wish to make any changes in the future.

Email:	dhumire@spectrum.center		
First Name:	Daniel		
Last Name:	Humire		
Contact Phone:	703-848-4750		
Application Type:	e-Licensing		
	Type Approval		
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 After clicking on the "Save" button in the User Profile screen, you will navigate to the Spectrum-E[®] "Home" dashboard where you will be presented with a variety of options. Click on the "Type Approval" option:



- 8. In the next screen, click on the "Create New Equipment" option on the left menu bar if you wish to create a new Equipment Type Approval application request. If you have previously created an Equipment Type Approval application request, click on the draft record (state D-01) and then click on the "View Equipment" option on the left menu bar to return to the Equipment Type Approval application form and continue to edit the application form.
- 9. In the Type Approval application form, your user profile information will auto populate the "Applicant" fields. You can elect to change this information if you wish. The following fields in the form must be properly filled in to prepare the application request. In the "Manufacturer" fields, you can enter the name of their manufacturer and if that manufacturer has been previously registered in the system, the manufacturer's name will appear in a drop-down menu:





					C Reset Manufactur		
Manufactu	rer Name:	S					
Manufacturer Acronym:		Samsung E	Samsung Electronics Co., Ltd.				
Manufactu	rer Address:						
Manufactu	ring Country:	Select	Select				
Country of	Import:	Virgin Island	Virgin Islands (British)				
Manufact	urer Contact						
Add	Remove	•					
#	Contact Person	Position	Phone	Fax	Email		

10. If you select the manufacturer in the drop-down menu, that manufacturer's address and contact details will auto populate the manufacturer fields in the Equipment Type Approval form.

					C Reset Manufacture			
Manufactu	rer Name:	Samsung El	Samsung Electronics Co., Ltd.					
Manufactu	rer Acronym:	SAM	SAM					
Manufacturer Address: Manufacturing Country:		129, Samsu	ng-ro, Yeongtong-gu, Suv	von-si, Gyeonggi-	do, 16677, Korea			
		Korea, Repu	Korea, Republic of					
Country of	Import:	Virgin Island	Virgin Islands (British)					
Manufact	urer Contact							
Add	Remov	e						
#	Contact Person	Position	Phone	Fax	Email			
	Hansung You		82-31-277-27		digitalyou@sa			

11. You can add additional contacts by clicking on the "Add" button under the "Manufacturer Contact" section. You cannot save any edits to the contact details of previously registered contacts pertaining to the manufacturer:

Add	Remove	e				
			-	-		
#	Contact Person	Position	Phone	Fax	Email	
1	Hansung You		82-31-277-27		digitalyou@sa	
			202-345-7658		fsmith@sam	

12. The following equipment related parameters should be completed to prepare the Equipment Type Approval application request. Below is an example:





Equipmen	t						
Equipment	Name:	5G Sma	rtphone				
Equipment	Brand:	Samsun	Samsung				
Equipment	Model:	Note 5G	lote 5G				
Equipment	Туре:	Mobile h	Mobile handset				
Equipment	Class:	PCT - P	CS Licensed Transmitter worn or	n body 🔻			
Category:		T – Tele	communication				
Year Manuf	actured:	2020					
Modulation	2	64044	OPSK				
TY Eroque	, ancy Panges (MHz)	04QAM,	wr an				
#	Min Tx Frequency)	Max Tx Frequency	Comment			
#	Min Tx Frequency		Max Tx Frequency	Comment			
1	768.25		770.25	lest			
2	115.10		111.10	Testz			
Tx Power	(W, mW, dBm, dBµV/r	n, dBµA	/m)				
Add	Remove)					
#	Max Power		Unit	Comment			
1	1.063		W	Conducted			
2	3.156		dBm	Conducted			
RX Freque	ency Ranges (MHz))					
#	Min Rx Frequency		Max Rx Frequency	Comment			
1	768.25		770.25	Test			
	776 70		222.24				

13. The following fields are meant to contain the details of the government regulator or regulatory directives that previously granted a Type Approval to the equipment listed in the "Manufacturer" and "Equipment" sections of the application form. The "Third Party Verification Organization" section refers to scenarios where the Equipment Type Approval was issued by a private third party authorized by a regulatory organization such as in the case of Equipment Type Approval organizations authorized by the European Union. In the "Approved By" section, enter the details of the regulatory body and approval reference number (e.g. FCC Grant Number) that issued the previous Equipment Type Approval.

Organization Name:	N/A	
Organization Address:	N/A	
Organization Contact Person:	N/A	
Organization Title:	N/A	
Approved By		
Reference Id:	FCC-XYA1	
Agency Identifier:	FCC (Federal Communications Commission - USA)	Ŧ
Agency Name:	FCC (Federal Communications Commission - USA)	
Date Granted:	03/03/2021	
Agency Address:	Washington, DC	
Agency Country:	United States of America	Ŧ
Agency Contact Person:	Mark Singh	
Agency Contact Person Position:	Type Approval Manager	
Agency Contact Phone:	+1 202 333-4444	
Agency Contact Email:	msingh@fcc.gov	
Agency Contact Fax:	N/A.	

14. In the event you do not know how to enter information in any of the input fields, you can enter "N/A" or "Unavailable" or something equivalent. The TRC will evaluate the information supplied and will





contact you if any additional information or corrections are required. Once complete, click on the "Save" button to save the draft application request.

15. You will return to the previous Type Approval table view from step 8. Click on the new record in the "Requests" tab that is in the (D-01) Draft" state and in the left menu of options that appears click on the "Add Attachments" option to add the required document attachments specified by the TRC.

Type Approval Select All Unselect All	Туре	Approva	1				
Toggle List/Block View							
Download CSV	1 rect	ords in total	€ 1-30 → 30 Å	Refresh T Filter			
	#	state	Manufacturer Name	Manufacturer Address	Manufacturing Country	Country of Import	Manufact
Create New Equipment	1	(D-01) Draft	Samsung Electronics Co., Etd.	129, Samsung-ro, Yeongtong-gu, Suwon-si, Gyeonggi-do, 16677, Korea	KUK	Virgin Islands (British)	((Hansung
View Equipment							
Add Attachments							
View Attachments							
Delete							
Duplicate							
Submit							
Preview Certificate							

- 16. In the Attachments page you must upload the document attachments that the TRC requires to accompany an Equipment Type Approval application. At the minimum, these should include the following:
 - Technical documentation of the equipment requiring Type Approval (e.g. user manuals, technical specifications, etc.).
 - Equipment Type Approval Certificate from a reputable approving body (FCC, ETSI, etc.). In the event the equipment you wish to have Type Approved by the TRC has not been previously type approved by another reputable organization, please contact the TRC for information on how to proceed.
 - Safety Report.
 - EMC Report.
 - An authorization letter if acting on behalf of a company (e.g. Power-of-Attorney).

Once you have uploaded your respective attachment, please mark that attachment as either "Complete" or "Not Applicable" in the drop down menu associated with each attachment. Attachment options marked as "Incomplete" will prevent the system from accepting your Type Approval application request.



Spectrum-E[©] e-Licensing Module

Type Approval Application Submission User Manual



ake: Samsung Electronics Co., Ltd. odel: Note 5G §martphone			
Technical documentation of Equipment / General Specification	Confirm Attachment Validate	Not Applicable Incomplete Choose	₹ ₹
Previous Type Approval Certification	Confirm Attachment Validate	Complete Incomplete	¥ V
Demo_TypeApproval_Certificate_Pass.pdf		Choos	e File
Test reports from recognized certification body	Confirm Attachment Validate	Complete Incomplete	¥ V
Test Report.pdf		Choos	e File
Accreditation Document from Certification Body	Confirm Attachment Validate	Complete Incomplete	¥ V
Accreditation Report pdf		Choos	e File
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EMC Report pdf		Choos	e File
Safety Report	Confirm Attachment Validate	Not Applicable Incomplete	τ τ
Authorisation letter or Power of Attorney	Confirm Attachment Validate	Complete	Ŧ
SC Power of Attorney_EETT_Apostille.pdf		Choos	e File
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 Others (photos, relevant information) 	Confirm Attachment Validate	Complete Incomplete	T T
equipment_photo.jpg		Choos	e File
0	Confirm Attachment Validate	Not Applicable Incomplete	¥ v
		Choos	e File

17. The attachments page has a 100 MB file limit per application. So please try to minimize the size of your file attachments. ZIP, JPEG, PNG, XLS, XLSX, CSV and PDF file extensions are all supported. If you have more attachments to send than there are upload options, please zip some of your attachments together. Note, that the attachments are not uploaded successfully until after you click on the "Save" button and you receive the green notification bar at the bottom confirming your attachments have been uploaded successfully. A minimum 3 mbps internet speed is expected for this upload feature to work properly. Files under 5 MB usually take less than 15 seconds to upload at an internet speed of 3-10 mbps. Larger document attachments can take longer than 15 seconds to upload.

Save	× Close	
Files Uploaded Su	:cesfully!	
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18. After uploading your attachments and saving the checklist settings to "Complete" or "Not Applicable", click on the "Close" button to return to the Type Approval table view. You can click on your draft application request record and the "Preview Certificate" button to see a preview of what the Type Approval certificate will look like. Note that this preview certificate is not a substitute for a valid, signed Equipment Type Approval certificate issued by the TRC:

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View Equipment								
Add Attachments								
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(R)			P.O. BOX 4401, ROAD BRITISH VIRGIN	TOWN, TO	ORTOLA VG1110			
		PHO	NE: (284) 468-4165 / F	AX: (284) 4	494-6786			
No. No.								
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- 19. Use the "Preview Certificate" function to review your application and make any additional adjustments to the information entered in the Type Approval application form. Once all final adjustments to the application form and attachments have been made, return to the Type Approval table view, select the application request record of interested and click on the "Submit" button to submit your complete Equipment Type Approval application request with all the required attachments.
- 20. In the next screen, you will be presented with the TRC's Terms and Conditions for submitting your application request. You must click on the "Accept" button to complete the submission of your application request through this web portal.





21. Once your application request has been submitted, you will return to the Type Approval table view and the state of your application request will change to a "(P-01S) Invoice Pending" state and you will no longer be able to edit the application unless permitted by the TRC. At the current moment, application fees are not required to process an Equipment Type Approval application. For now, the P-01S state simply indicates that your electronic application request for Equipment Type Approval has been successfully received by the system and is being processed by the TRC.

Type Approval	Туре	Approval					
Select All Unselect All Toggle List/Block View	Reque	sts Licensed					
	1 rece	ords in total 🕴 🗲 1 - 30	→ 30 Ø Refresh	T Filter			
Download CSV	4	state	Manufacturer Name	Manufacturer Address	Manufacturing Country	Country of Import	Manufi
Create New Equipment	1	(P-01S) Invoice Pending	Samsung Electronics Co., Ltd.	129, Samsung-ro, Yeongtong-gu, Suwon-si, Gyeonggi-do, 16677, Korea	KOR	Virgin Islands (British)	[["Hansu
View View Atlachments Preview Certificate							

NB: In the future, you may receive via e-mail an invoice for an application fee from the TRC with instructions on how to pay the fee.

22. Once your Type Approval application request has been approved, it will appear in the "Licensed" tab of the Type Approval table view:

Type Approval	Type Approval								
Select All Unselect All Download CSV Toggle List/Block View	Requests Licensed 1 records in table								
		state	License Number	Issued Date	Manufacturer Name	Manufacturer Address	Manufacturing C		
	1	(A-01) Licensed	VRGTA/SAM/T/001/2021	2021-03-31	Samsung Electronics Co., Ltd.	129, Samsung-ro, Yeongtong-gu, Suwon-si, Gyeonggi-do, 16677, Korea	KOR		

NB: In the event your Type Approval application request is rejected, you will see the state of your application request change to "(D-06) Rejected". Rejected applications can be corrected and resubmitted by clicking on the application record under the "Requests" tab and clicking on the "Reset" menu option on the left to change the state of the application back to the "(D-01) Draft" state. Once in the draft state, the record can be edited again, corrected and resubmitted by repeating steps 8-20 of this document.

23. Click on the Type Approval record and then click on the "View Attachments" option on the left menu bar to open the attachments page. Scroll to the bottom to view the signed Type Approval Certificate (without watermark) with the Certificate Number and Issue Date assigned. Click on "View File" to view the PDF attachment in the browser and download a copy. Note the PDF document is best printed using a PDF reader such as Adobe® Acrobat Reader rather than printing from the browser: Adobe® Acrobat Reader is free to download and use via the following URL: https://get.adobe.com/reader/

A diseast Contificants	Confirm Attachment	Incomplete	
Signed Certificate	Validate	Incomplete	Ŧ
TRC_BVI_TA_Sample_4.pdf		View	File





R		TELECO	TELECOMUNICATIONS REGULATORY COMMISSIO P.O. BOX 4401, ROAD TOWN, TORTOL BRITISH VIRGIN ISLANDS, VGTI PHONE: (284) 468-4165 / FAX: (284) 494-678			
Certificate Number:	: VRGTA/SAM/T/001/202 021 (d/m/y)	1				
	Equipm	ont Turne Approval				
	Equipin	ent type Approval				
Manufacturer Details: Samsung Electronics Co., Ltd	s.	Approving Age FCC (Federal Con	Approving Agency: FCC (Federal Communications Commission - USA)			
129, Samsung-ro, Yeongtong	rgu, Suwon-si, Gyeonggi-do, 1667	7, Washington, DC	Washington, DC			
Korea		USA	USA			
Contact Person		Contact Person: N	Contact Person: Mark Singh			
Tel.:		Tel.: +1 202 333-4	Tel.: +1 202 333-4444			
Fax		Fax: N/A				
Email:		Crist Hongriges				
	Nam Product Year Modula	e: 50 Smartphone Iodel: Note 50 Type: Mobile handset Manufactured: 2020 tions: 64QAM, QPSK				
		ice to be used within the	Virgin Islands (British). Aut	norization is granted in ed thereof by the FCC		
Equipment Type Approval is accordace with section 42 of (Federal Communications C Equipment Specifications:	hereby issued for the above dev the Telecommunications Act 200 Commission - USA) with reference	6, and in recognition of E- number FCC-XYA1.	aupment Authorization grant			
Equipment Type Approval is accordace with section 42 of (Federal Communications C Equipment Specifications: Tx Lower (MHz)	hereby issued for the above dex the Telecommunications Act 200 Commission - USA) with reference Tx Upper (MHz)	Rx Lower (MHz)	Rx Upper (MHz)	Max Power		
Equipment Type Approval is accordace with section 42 of (Federal Communications C Equipment Specifications: Tx Lower (MHz) 768.25	hereby issued for the above desitive Telecommunications Act 200 Commission - USA) with reference Tx Upper (MHz) 770.25	Rx Lower (MHz) 788.25	Rx Upper (MHz) 770.25	Max Power 1.063 W		
Equipment Type Approval is accordace with section 42 of (Federal Communications C Equipment Specifications: Tx Lower (MHz) 768 25 775.78	i hereby issued for the above day the Telecommunications Act 200 Commission - USA) with reference Tx Upper (MHz) 770 25 777.78	Rx Lower (MHz) 768.25 775.78	Rx Upper (MHz) 770.25 777.78	Max Power 1.063 W 3.156 dBm		
Excloreret Type Approval in secontace with sector 42 of (#deral Communications C Equipment Specifications: Tx Lower (MHz) 708.25 775.78 The automation holder. Sa Regulatory Commission, 4 in equivalent organization.	hereby issued for the above disp the Telecommunications Act 200 commission - USA) with reference Tx Upper (MHz) 770 25 777.78 maung Electronics Co., LM with the event montification is neede	6, and in recognition of Er number FCC-XYA1. Rx Lower (MHz) 768.25 775.78 ID number VRGSAM001 d by either the FCC (Fec	Rx Upper (MHz) 770.25 777.78 /2021 is advised to notify th leral Communications Co	Max Power 1.083 W 3.156 dBm e Telecorreunications mmission - USA) or		

Congratulations! You have completed preparing and submitting your Equipment Type Approval application request! Feel free to consult the Type Approval User Manual or contact Spectrum Center or the TRC (<u>DWoodley@trc.vg</u>) if you have any additional questions.