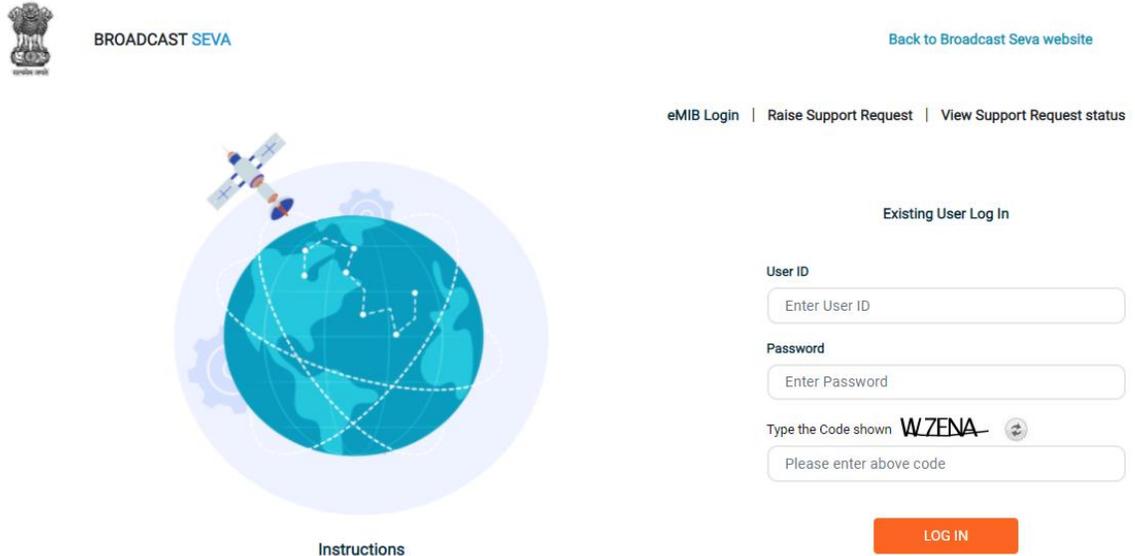


User Manual
For
Application for renewal of permission for
Uplinking/Downlinking/Uplinking and Downlinking
Broadcast Seva
Ministry of Information and Broadcast

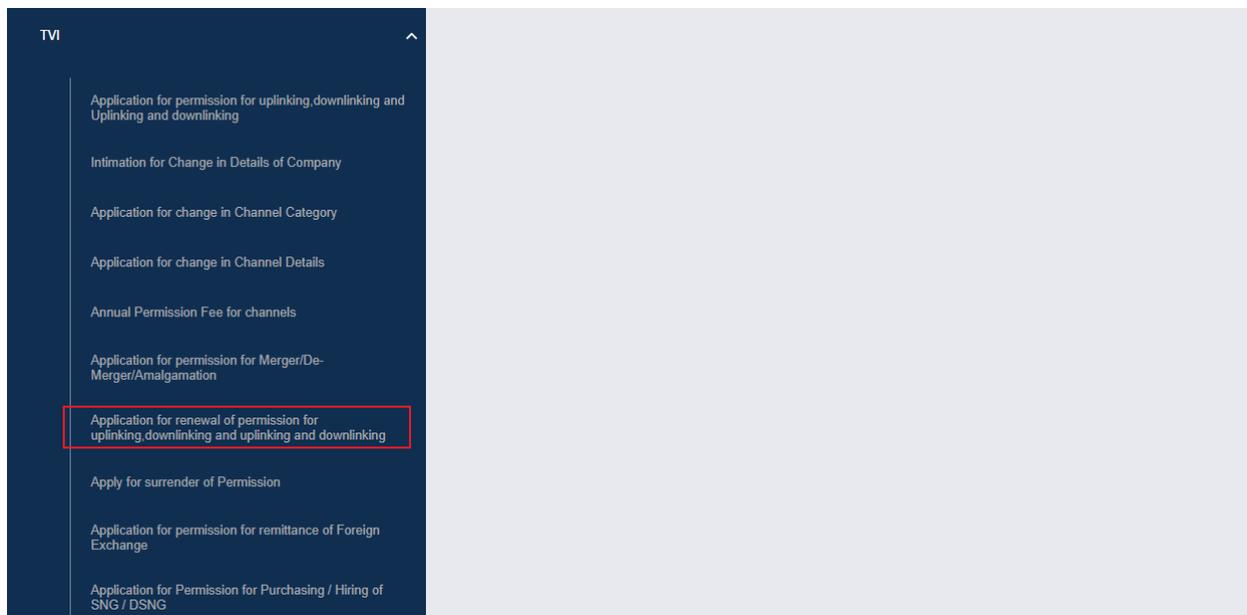
Service 10- Application for renewal of permission for Uplinking/ Downlinking/ Uplinking and Downlinking

Applicant Login:

- Existing user will login in below screen:



- On logging in, with credentials- left corner denotes menu where User can find TVI services. The user will click on Application for renewal of permission for Uplinking/Downlinking/Uplinking and Downlinking for renewal of Uplinking/Downlinking/Uplinking and Downlinking of Channel.



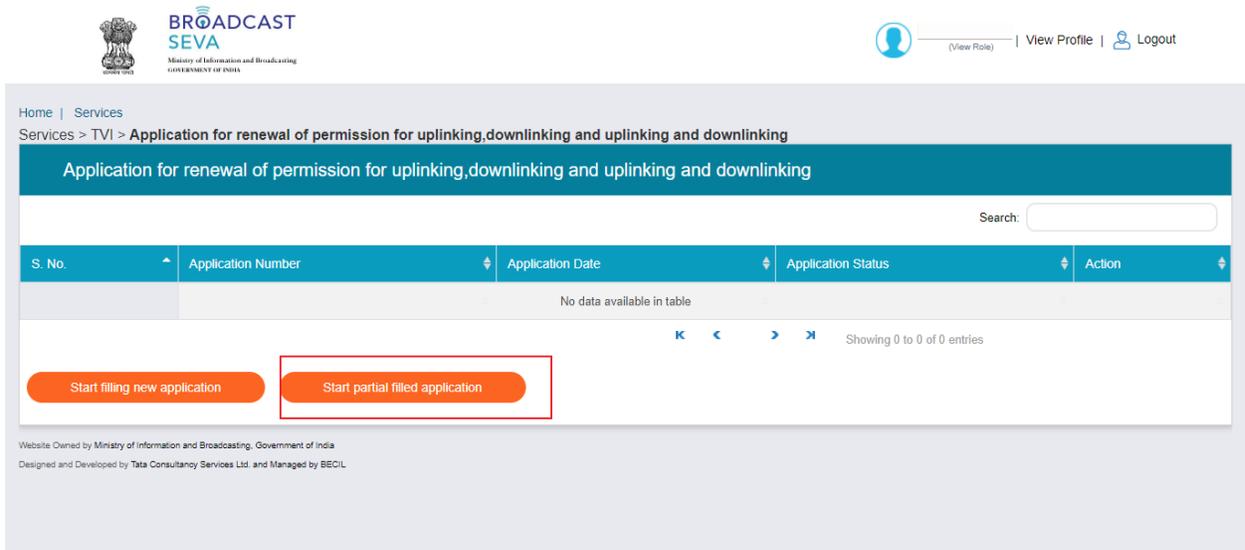
a) Applicant can start the process to get permission for renewal .

The screenshot shows the Broadcast Seva application interface. At the top, there is the logo of the Ministry of Information and Broadcasting, Government of India, and the text 'BROADCAST SEVA'. On the right, there is a user profile icon with a dropdown menu containing '(View Role)', 'View Profile', and 'Logout'. Below the header, there is a breadcrumb trail: 'Home | Services' and 'Services > TVI > Application for renewal of permission for uplinking,downlinking and uplinking and downlinking'. The main heading is 'Application for renewal of permission for uplinking,downlinking and uplinking and downlinking'. Below this is a search bar. A table with columns 'S. No.', 'Application Number', 'Application Date', 'Application Status', and 'Action' is shown, with the message 'No data available in table' and 'Showing 0 to 0 of 0 entries'. Two buttons are visible: 'Start filling new application' (highlighted with a red box) and 'Start partial filled application'. At the bottom, there is a footer: 'Website Owned by Ministry of Information and Broadcasting, Government of India. Designed and Developed by Tata Consultancy Services Ltd. and Managed by BECIL.'

b) Applicant can view the status of his existing/applied applications, which is sent to MIB.

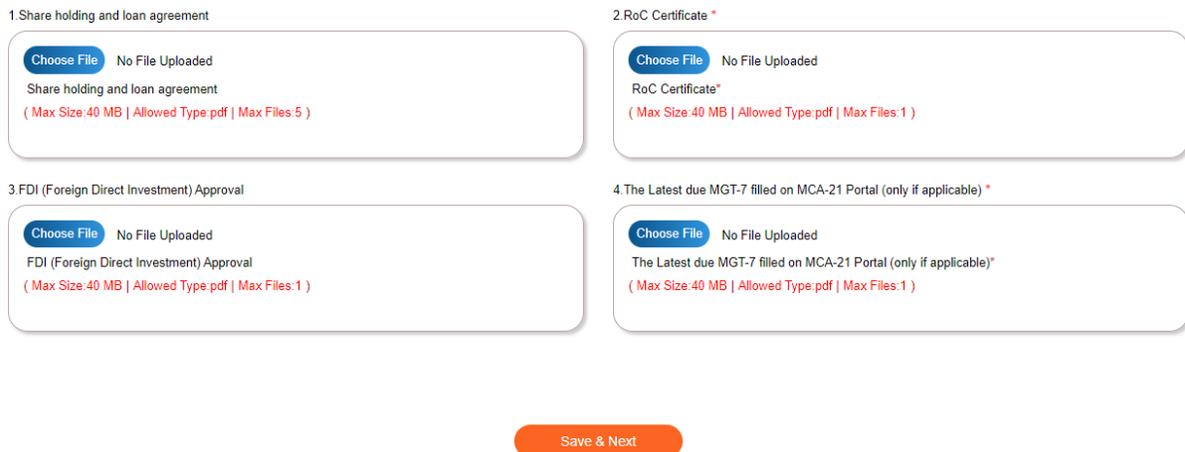
This screenshot is identical to the one above, showing the Broadcast Seva application interface. The table area, including the columns 'S. No.', 'Application Number', 'Application Date', 'Application Status', and 'Action', and the message 'No data available in table' and 'Showing 0 to 0 of 0 entries', is highlighted with a red box. The 'Start filling new application' button is also highlighted with a red box. The rest of the page, including the header, search bar, and footer, is the same as in the previous screenshot.

c) Applicant can open partial filled save application and fill the application.



3. On clicking on- “Start filling new application” Button, user receives the application form for renewal of Permission (Uplinking/ Downlinking/Uplinking and Downlinking):

- Each form is divided into 12 tabs or more tabs , which can increased based on permission type of channel- Each tab has both mandatory and non-mandatory fields.
- At the end of each tab there is an option for – ‘Save and Next’.
- User can save and then continue filling application at a later date or time.



4. Sample application form:
Tab 1: Applicant Tab

Broadcast Seva

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices
Authorised Contact Person Declaration Checklist

1. Applicant Company

1.1 Name of the Applicant Company *

New ABC Ltd

1.2. Corporate Identification Number (CIN) *

U12345DL2020PLC141331

1.3. Date of Incorporation *

01/01/2020



1.4. Telephone Number/Mobile Number (In case of Landline number do not use '0') *

11

578788778

1.5. Correspondence Email ID *

abc@gmail.com

1.6. Registered Address

a) Line 1*

b) Line 2

c) Country*

India

d) State/UT*

--- Select ---

e) District*

--- Select ---

f) City/Town/Village*

g) Taluka/Tehsil

h) PIN Code*

i) Landline Number with STD Code*

Same as Registered Address

1.7. Correspondence Address

a) Line 1*

b) Line 2

c) Country*

India

d) State/UT*

--- Select ---

e) District*

--- Select ---

f) City/Town/Village*

g) Taluka/Tehsil

h) PIN Code*

i) Landline Number with STD Code*

Broadcast Seva

Same as Correspondence Address

1.8. Corporate Office Address

a) Line 1*

b) Line 2

c) Country*

India

d) State/UT*

--- Select ---

e) District*

--- Select ---

f) City/Town/Village*

g) Taluka/Tehsil

h) PIN Code*

i) Landline Number with STD Code*

1 Share holding and loan agreement

Share holding and loan agreement
Privacy Regime.pdf

2 RoC Certificate *

RoC Certificate
Privacy Regime.pdf

3 FDI (Foreign Direct Investment) Approval

FDI (Foreign Direct Investment) Approval
No File Uploaded

4 The Latest due MGT-7 filled on MCA-21 Portal

The Latest due MGT-7 filled on MCA-21 Portal (only if applicable)
No File Uploaded

5 Memorandum/Article of Association *

Memorandum of Association
Privacy Regime.pdf

Next

Tab 2: Channel Details Tab

Broadcast Seva

Home | Services

Applicant **Channel Details** Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Channel Details

1. Name *

c1

2. Affidavit Attachment *

Download Affidavit Proforma : [Download PDF](#)

[Choose File](#) Privacy Regime.pdf X

Affidavit Attachment*

(Max Size 40 MB | Allowed Type:pdf | Max Files:1)

Note: Please download proforma of affidavit. Please notarized it. After notarizing, sign it, upload scanned copy, and also send it through speed Post.

Based on above different Channel which are added into table , have different Permission Type, different tab has added into Tab list:

Home | Services

Applicant **Channel Details** Net Worth **Downlinking Only** Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

Tab 4: Net Worth Tab

Home | Services

Applicant Channel Details **Net Worth** Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Net Worth Details

1.1 Last filing year : *

2020-2021

1.2 Net Worth as declared by you : *

2157125612

Add Button is used to add Balance sheet Year wise

Broadcast Seva

Add

Reset

Balance Sheet Year	Balance Sheet of the Company	Action
2019-2020	eGCA_RFP_Volume_1_Functional.pdf	View / Edit / Delete

1.5 Chartered Accountant's certificate indicating the net worth of the company :*

Download Proforma

Download PDF

Choose File No File Uploaded

Chartered Accountant's certificate indicating the net worth of the company*
(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

1.6 Profit and loss account for immediate preceding financial year signed by CA.*

Choose File No File Uploaded

Profit and loss account for immediate preceding financial year signed by CA*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

2. Minimum Net Worth

For Non-News and Current Affairs

S.No.	Item	Required Network
1	First TV Channel	RS. 5.00 crore
2	For each additional TV Channel	RS. 2.50 crore

For News and Current Affairs

S.No.	Item	Required Network
1	First News and Current Affairs TV Channel	RS. 20.00 crore
2	For each additional TV Channel	RS. 5.00 crore

For Downlinking Only

S.No.	Item	Required Network
1	For Downlinking of first (Non-News or news and Current Affairs) Television Channel	RS. 5.00 crore
2	For downlinking each additional TV Channel	RS. 2.50 crore

* Marked fields are MANDATORY to fill.

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Save & Next

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Tab 4: Downlinking Tab

Broadcast Seva

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Channel(s) to be Downlinked

1.1. Whether the frequency falls within the following range (3600 - 4200 MHz) *

Yes No

1.2 Downlink Frequency *

3890

1.1. Details of Channel(s)

1.1.1 Details of Channel *

c1

1.1.2 Category of channel? *

NEWS & Current Affairs Non-NEWS & Current Affairs

1.1.3 Language in which the proposed channel will be telecasted in India *

Tamil

1.1.4. Transmission mode of channel *

HD SD 4K

1.1.5 Country of uplink of channel *

INDIA

1.1.6 Uplinking location of the channel *

nepal

1.1.7 Whether Logo/Trademark is registered/applied in the name of applicant under the Trade Marks Act, 1999? *

Yes No

1.1.8 Whether the NOC has been obtained from the owner of logo? Yes No

2. Have you obtained the satellite capacity directly from Dept. of Space? * Yes No

2.1. Name of the Satellite proposed to be hired *

2.1. Whether the Satellite is Indian? * Yes No

2.3 Name of the Company from which Satellite / Transponder proposed to be hired *

dfdf

2.3.3 Orbital Location of the Satellite *

11

2.3.4 Type of Teleport Band *

C-BAND

2.3.5 Antenna Size (in mtrs) *

11

2.3.6 EIRP-Equivalent Isotropically Radioated Power *

11

2.3.5 Antenna Size (in mtrs) *

11

2.3.6 EIRP-Equivalent Isotropically Radioated Power *

11

1.2.7. Downlink Frequency *

3890

1.3.1 Provide details about the mechanism *

fdfg

1.3.2. Is there any mechanism to receive complaints and redress grievances of the public regarding the content of the Channel? *

Yes No

(* marked fields are MANDATORY to fill)

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Broadcast Seva

Tab 7: Editor Tab

Home | Services

Applicant Channel Details Net Worth Downlinking Only **Editors** Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Editor Details

Prefix	Name	Experience	Citizenship	Date of Appointment	Email Id

(* marked fields are MANDATORY to fill)

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Tab 8: Director Tab

Home | Services

Applicant Channel Details Net Worth Downlinking Only **Editors** **Directors** Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

Director details

Sr No.	Director Name	DIN	PAN of the Director	Valid ID Proof	Preventive detention proceedings (PSA / NSA etc)	Criminal proceedings
1	Mr sdgs		AWKPK7890L	-	-	-

Note: The above mentioned details are in respect of both India and any other foreign country.

(* marked fields are MANDATORY to fill)

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Tab 9: Promoters/Owners Tab

Broadcast Seva



Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors **Promoters/owners** Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

Promoters/Owners details

Sr No.	Type of Promoter	Promoter Name	PAN of the Promoter	Valid ID Proof	Preventive detention proceedings (PSA / NSA etc)	Criminal proceedings
1	Indian Company	dfgdf	AWKOK6789L	-	-	-

(* marked fields are MANDATORY to fill)

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Tab 10: Key Executives Tab

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners **Key Executives** Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

Key Executives details

Sr No.	Executive Name	Email ID	PAN of the Executive	Preventive detention proceedings (PSA / NSA etc)	Criminal proceedings
1	Miss sf	ss@gmail.com	AWKPK7890L	-	-

(* marked fields are MANDATORY to fill)

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Tab 11: Equity and SHP Details Tab

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices
 Authorised Contact Person Declaration Checklist

1. Equity and SHP Details

1.1 SHP as on date *

10/09/2021



1.2. Authorised Share Capital of the Company *

26486423894

1.3. Share Paid Up Capital *

34234234

2. Details of Shareholders holding 10% or more equity/shares

Sr No.	Type of Share Holder	Share Holder Name	Date of Birth / Date of Incorporation	Email ID	PAN of the Share Holder	Share Holder details holding more than 10% equity
1	Indian Individual	Mr sdf	17-Sep-1975	ss@gmail.com	AWKPK7890L	

3. Details of shareholders holding less than 10% equity

S.No.	Category of Shareholders	Name of Share Holder	Share Holding			
			Direct Investment		Indirect Investment	
			No. of Shares	% of total paid up Shares	No. of Shares	% of total paid up Shares
1	Indian Individual	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
2	Indian Company	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
3	Foreign Individual	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
4	Foreign Company	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
5	FII	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
6	NRI	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha

Broadcast Seva

7	OCB	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha
8	PIO	Name of Share Holder	No. of Shares	% of total paid up Sha	No. of Shares	% of total paid up Sha

Self declaration(Annexure A & Annexure B of MHA Proforma)

Self declaration(Annexure A & Annexure B of MHA Proforma)

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Self declaration(Annexure A & Annexure B of MHA Proforma)*
(Max Size 40 MB | Allowed Type:pdf | Max Files 5)

Note: Kindly upload signed copies of Annexure- A and Annexure-B and also send hard copies of the same on the following address:

To,
Under Secretary
TV(I) Section
Room No. 652-A,
M/o Information & Broadcasting
A Wing ,Shastri Bhawan, Dr Rajendra Prasad Road,
New Delhi - 110001

(* marked fields are MANDATORY to fill)

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User will download the Annexures by click on button “ Download PDF” and will follow the instructions, mention on screen.

Tab 12: Regional Offices

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Enter the Regional Offices Details

1.1. Do you have any Regional Office? Yes No

(* marked fields are MANDATORY to fill)

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Tab 13: Authorised Contact Person

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Authorised Contact Person

Prefix	Name	Designation	Email Id	STD	Phone Number
Mr	sdfs	sdfs	sdsd@gmail.com	11	22342343

(* marked fields are MANDATORY to fill)

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Tab 14: Declaration Tab

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

Declaration

I/We hereby declare that the information given is true to the best of my knowledge.

I/We hereby declare to use the satellite, teleport and the frequency bands duly permitted by the government only and apply for separate permission for use of other satellite, teleport or frequency band.

I/We on behalf of M/s New ABC Ltd undertake to agree that our company will abide by all the provisions of the latest uplinking/downlinking guidelines and other relevant instructions/modifications issued from time to time as per provision under the relevant guidelines.

(* marked fields are MANDATORY to fill)

Previous Save & Next

Tab 16: Checklist Tab

Broadcast Seva

Home | Services

Applicant Channel Details Net Worth Downlinking Only Editors Directors Promoters/owners Key Executives Equity & SHP Regional Offices

Authorised Contact Person Declaration Checklist

1. Application related Documents

Note: Kindly check & submit all the following documents in hard copy (so as to reach the Ministry within 10 days) To, Under Secretary TV(I) Section Room No. 651M/o Information & Broadcasting Shastri Bhawan, Dr Rajendra Prasad Road, New Delhi - 110001

- 1. Acknowledgement print out of the online application. *
- 2. Prescribed Affidavits in the name of proposed TV channel (s). *
- 3. Details of company & its directors in the prescribed format for security clearance from MHA. *
- 4. Balance Sheet of the company for the last 03 years. *
- 5. Chartered Accountant's certificate indicating the net worth of the company. *

(* marked fields are MANDATORY to fill)

Previous Preview Save as Draft Submit

By click on Preview Button, User can see Print Preview of Application form and take print for the same.

By click on Submit Button, Application will submit to MIB.