

User Manual
For
Application for Permission of Direct-to-Home (DTH)
Broadcast Seva
Ministry of Information and Broadcast

Service 1- Application form for granting of license for Direct-To- Home

Link for logging in the portal (UAT Environment):

<https://alb-uat-prtweb-589507420.ap-south-1.elb.amazonaws.com/digigov-portal-web-app/>

Applicant Login:

1. Existing user will login in below screen:



BROADCAST SEVA

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[eMIB Login](#) | [Raise Support Request](#) | [View Support Request status](#)



Instructions

Existing User Log In

User ID

Enter User ID

Password

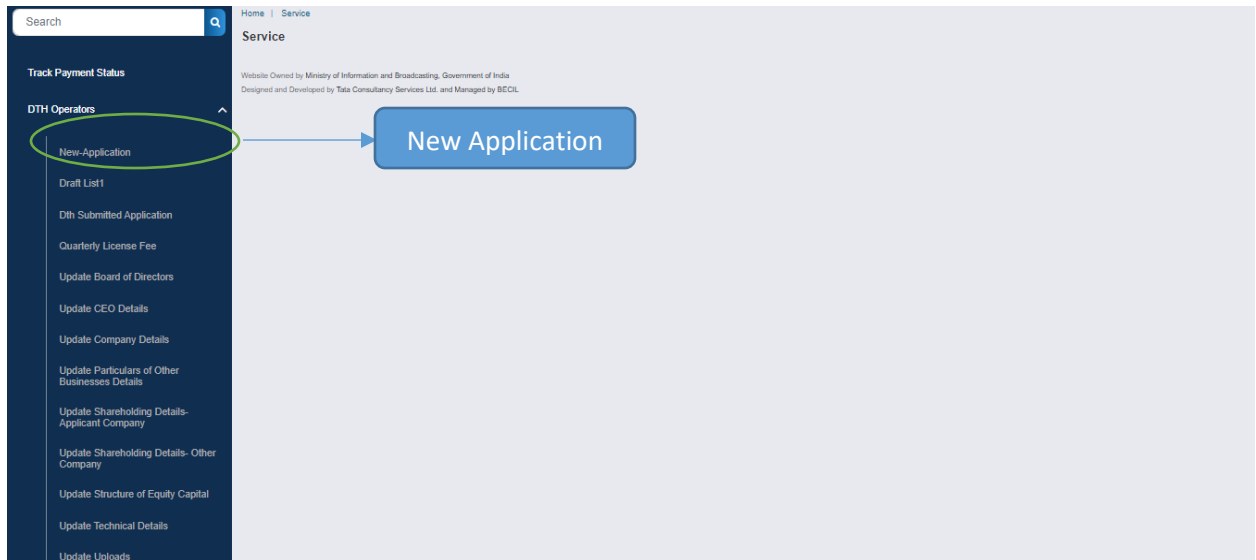
Enter Password

Type the Code shown **WZENA**

Please enter above code

LOG IN

2. On logging in, with credentials- left corner denotes menu where:



- Applicant can start the process to get permission/license for DTH
- Applicant can view the status of his existing applications DTH Submitted Applications.
- Applicant can view status of Draft applications which are pending for submission (DTH Draft List).

3. On clicking on- 'New Application' below form opens with auto click on Tab 'Details of Company'

The screenshot shows the 'New-Application' form with the 'Details of the Company' tab selected. The form is divided into several sections:

- Name of the Applicant Company ***: A text input field.
- Date of Incorporation ***: A date picker field.
- Telephone Number/Mobile Number (In case of Landline number do not use '0') ***: Two input fields for 'STD code' and 'Telephone Number/Mobile Number'.
- Corporate Identification Number (CIN) ***: A text input field.
- CIN Attachment***: A file upload section with a 'Choose File' button and a 'No File Uploaded' message. Below it, it specifies '(Max Size:40 MB | Allowed Type:PDF | Max Files:1)'.
- Correspondence Email ID ***: A text input field.

- 1st TAB – Company details to be updated
- New Application form is divided into 12 tabs- and 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. Can pick the application from save as draft.

Further in the same Tab 'Details of Company'

Address Details

<p>a) Line 1*</p> <input style="width: 95%; height: 25px;" type="text"/>	<p>b) Line 2</p> <input style="width: 95%; height: 25px;" type="text"/>
<p>c) Country*</p> <div style="border: 1px solid #ccc; padding: 2px;">India ▼</div>	<p>d) State/UT*</p> <div style="border: 1px solid #ccc; padding: 2px;">--- Select --- ▼</div>
<p>e) District*</p> <div style="border: 1px solid #ccc; padding: 2px;">--- Select --- ▼</div>	<p>f) City/Town/Village*</p> <input style="width: 95%; height: 25px;" type="text"/>
<p>g) Taluka/Tehsil*</p> <input style="width: 95%; height: 25px;" type="text"/>	<p>h) PIN Code*</p> <input style="width: 95%; height: 25px;" type="text"/>
<p>i) Landline Number with STD Code*</p> <div style="display: flex; gap: 10px;"> <input style="width: 40%; height: 25px;" type="text"/> <input style="width: 40%; height: 25px;" type="text"/> </div>	

- Address of the company needs to be updated
- Save & Next

2nd TAB – Details of the CEO to be updated

Details of the CEO

<p>Name *</p> <div style="border: 1px solid #ccc; padding: 2px;">AVNISH</div>	<p>Date Of Birth *</p> <div style="border: 1px solid #ccc; padding: 2px;">28/07/1987 </div>
<p>Does he/she has any shares of company ? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Director Identification Number (DIN) *</p> <div style="border: 1px solid #ccc; padding: 2px;">45678908</div>
<p>DIN Attachment *</p> <div style="border: 1px solid #ccc; padding: 2px;">DTH Licence.pdf </div>	<p>Is he/she citizen of India?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>Date of Appointment *</p> <div style="border: 1px solid #ccc; padding: 2px;">28/07/2021 </div>	<p>Email Id *</p> <div style="border: 1px solid #ccc; padding: 2px;">avs@g.com</div>
<p>Mobile Number *</p> <div style="display: flex; gap: 10px;"> <input style="width: 20%; height: 25px;" type="text" value="1"/> <input style="width: 70%; height: 25px;" type="text" value="2435678903"/> </div>	<p>Does he/she has a valid passport?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>Passport Attachment *</p> <div style="border: 1px solid #ccc; padding: 2px;">DTH Licence.pdf </div>	<p>Valid Upto</p> <div style="border: 1px solid #ccc; padding: 2px;">04/08/2025 </div>

- Includes personal information, Residential, Permanent and Official Address
- Applicant to fill Self Declaration includes PSA, NSA and Criminal Proceedings
- Save & Next

3rd TAB – Details of Board of Directors & Key Executives to be updated

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[Other Director\(s\) Details](#)
[Equity of SHP](#)
[Particular of Other Bussiness\(es\)](#)
[Shareholding Details \(Other Co.\)](#)
[Shareholding Details \(Applicant Co.\)](#)
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1. Enter the details of Directors

<p>1. Name *</p> <p>---Select 1. Name</p> <p>3. Does He/She has any Shares in the Company? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p>DIN Attachment *</p> <p>No File Uploaded</p> <p>5. Is He/She citizen of India? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>7. Email ID *</p> <p>7. Email ID</p>	<p>2. Date of Birth *</p> <p>2. Date of Birth</p> <p>4. Director Identification Number (DIN) *</p> <p>4. Director Identification Number (DIN)</p> <p>6. Date of Appointment *</p> <p>6. Date of Appointment</p> <p>8. Telephone Number/Mobile Number *</p> <p>8. Telephone Number/Mobile Number</p>
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- Includes personal information, Residential, Permanent and Official Address
- Applicant to fill Self Declaration includes PSA, NSA and Criminal Proceedings
- Add details of all Directors, Foreign Nationals and Key Executives, cross check the details in tabular form at end of the screen once saved
- Save & Next

4th TAB – Equity & SHP

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1. Equity and SHP Details

<p>1.1 SHP as on date *</p> <p>04/08/2021</p> <p>1.3. Share Paid Up Capital *</p> <p>12</p>	<p>1.2. Authorised Share Capital of the Company *</p> <p>12</p>
---------------------------------------------------------------------------------------------	-----------------------------------------------------------------

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

<p>1. Type of Share Holder *</p> <p>---Select Option---</p>	<p>1. Name *</p> <p>---Select 1. Name</p>
<p>3 Direct Investment</p>	
<p>3.1 Number of Shares *</p> <p>3.1 Number of Shares</p>	<p>3.2 % of total paid up shares *</p> <p>3.2 % of total paid up shares</p>
<p>4 Portfolio Investment</p>	
<p>4.1 Number of Shares *</p> <p>4.1 Number of Shares</p>	<p>4.2 % of total paid up shares *</p> <p>4.2 % of total paid up shares</p>
<p>5. Date of Birth *</p> <p>5. Date of Birth</p>	<p>6 Citizenship *</p> <p>Indian</p>
<p>7. Email ID *</p> <p>7. Email ID</p>	<p>8. Telephone Number/Mobile Number *</p> <p>8. Telephone Number/Mobile Number</p>
<p>9. Does He/She has a valid passport? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<p>10. PAN No. of ShareHolder/Company *</p> <p>10. PAN No. of ShareHolder/Company</p>

3. Details of shareholders holding less than 10% equity

S.No.	Category of Shareholders	Share Holding			
		Direct Investment		Indirect Investment	
		No. of Shares	No. of Shares	% of total paid up Shares	% of total paid up Shares
1	Indian Individual	5	55.0	5	5.0
2	Indian Company	5	5.0	55	% of total paid up Shares
3	Foreign Individual	5	5.0	5	5.0
4	Foreign Company	5	No. of Shares	5	5.0
5	FI	5	5.0	5	5.0
6	NRI	5	5.0	5	5.0
7	OCB	5	5.0	5	5.0
8	PIO	5	5.0	5	5.0
9	Any Other	5	5.0	5	5.0

- Applicant to update Equity and Shareholding pattern details
- Applicant to further update Details of Shareholder’s holding 10% or more equity/shares
- Applicant to fill personal information, Residential, Permanent and Official Address
- Applicant to further update Details of Shareholder’s holding less than 10% equity/shares
- Save & Next

5th TAB – Particular of Other Businesses

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Details of Company Details of the CEO Other Director(s) Details Equity of SHP **Particular of Other Business(es)** Shareholding Details (Other Co.) Shareholding Details (Applicant Co.)

Technical Details Form-E Form-F Status of Application Fees

Particulars of Other Businesses

Does Applicant Company involved/transact in any other business

Yes No

Previous Next

Website Owned by Ministry of Information and Broadcasting, Government of India
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- Applicant to update if involved in other businesses

6th TAB – Shareholding Details Other Company

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Details of Company Details of the CEO Other Director(s) Details Equity of SHP Particular of Other Business(es) **Shareholding Details (Other Co.)** Shareholding Details (Applicant Co.)

Technical Details Form-E Form-F Status of Application Fees

Shareholding Details (Other Company)

Does other Broadcasting Company and Cable Network Company hold shares in the Applicant Company

Yes No

Name of the Company Activity (Broadcasting or Cable Network) % age of equity holding in the Applicant Company

Name of the Company Activity (Broadcasting or Cable Network) % age of equity holding in the Applicant Comp

Add Reset

Name of the Company	Activity (Broadcasting or Cable Network)	% age of equity holding in the Applicant Company	Action

- Applicant to update if other Broadcasting company holding share in Applicant Company

7th Tab - Shareholding Details Applicant Company

Details of Company Details of the CEO Other Director(s) Details Equity of SHP Particular of Other Business(es) Shareholding Details (Other Co.) **Shareholding Details (Applicant Co.)**

Technical Details Form-E Form-F Status of Application Fees

Shareholding Details (Applicant Company)

Particular of Equity Holding of the Applicant in other Broadcast Companies and Cable Network Companies

Yes No

Name of the Company Activity (Broadcasting or Cable Network) % age of equity holding in the Applicant Company

Name of the Company Activity (Broadcasting or Cable Network) % age of equity holding in the Applicant Comp

Add Reset

Name of the Company	Activity (Broadcasting or Cable Network)	% age of equity holding in the Applicant Company	Action

Previous Next

- Applicant to Particular of Equity Holding of the Applicant in other Broadcast Companies and Cable Network Companies

8th TAB – Technical Details

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Technical Details

Space Segment of DTH Platform

<p>Whether the Satellite is Indian</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>	<p>Name of the Satellite *</p> <input type="text" value="Name of the Satellite"/>	<p>Orbital Location of the Satellite *</p> <input type="text" value="Orbital Location of the Satellite"/>
<p>Type and No. of Transponders to be hired *</p> <input type="text" value="Type and No. of Transponders to be hired"/>	<p>Frequency Band of Operations *</p> <input type="text" value="--Select Option--"/>	<p>Transponder Center Frequencies *</p> <input type="text" value="Transponder Center Frequencies"/>
<p>No. of TV Channels in each Transponders *</p> <input type="text" value="No. of TV Channels in each Transponders"/>	<p>Details of Data rate, FEC, Modulation, Bandwidth and specific Frequency range for each TV Channel *</p> <input type="text" value="Details of Data rate, FEC, Modulation, Bandwidth and specific"/>	<p>EIRP *</p> <input type="text" value="EIRP"/>

Details of Uplinking Station

<p>DTH uplink station location *</p> <input type="text" value="DTH uplink station location"/>	<p>Uplink frequency Band (Circle Approx.) *</p> <input type="text" value="--Select Option--"/>	<p>Uplink Antenna Size *</p> <input type="text" value="Uplink Antenna Size"/>
<p>Uplink Antenna Gain *</p> <input type="text" value="Uplink Antenna Gain"/>	<p>Uplink EIRP (Max) *</p> <input type="text" value="Uplink EIRP (Max)"/>	<p>Uplink EIRP (Min)</p> <input type="text" value="Uplink EIRP (Min)"/>
<p>Transponder Center Frequencies</p> <input type="text" value="Transponder Center Frequencies"/>	<p>No. of TV Channels in each Transponders</p> <input type="text" value="No. of TV Channels in each Transponders"/>	<p>Details of Data rate, FEC, Modulation, Bandwidth and specific Frequency range for each TV Channel</p> <input type="text" value="Details of Data rate, FEC, Modulation, Bandwidth and specific"/>

Details of Downlink Station

<p>Size of Downlink (Max.)</p> <input type="text" value="Size of Downlink (Max.)"/>	<p>Antenna Size (Min.)</p> <input type="text" value="Antenna Size (Min.)"/>	<p>Proposed No. of Channels</p> <input type="text" value="Proposed No. of Channels"/>
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- Applicant to update Space Segment of DTH Platform with annexure upload
- Applicant to update Details of uplinking Station with annexure upload
- Applicant to update Details of downlinking Station with annexure upload

9th TAB Details of Vertically Integrated Entity(Form E)

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Details of Vertically Integrated Entity(Form E)

Name of the Applicant Company

Information as on Date

Total Operational Channel(s) Capacity

<p>Name of the Broadcaster Company in which DTH operator have vertical integration</p> <input type="text" value="Name of the Broadcaster Company in which DTH operator ha"/>	<p>Percentage of total channel capacity reserved for vertical entity</p> <input type="text" value="Percentage of total channel capacity reserved for vertical entitl"/>	<p>Number of Channel Reserve for integrated entity</p> <input type="text" value="Number of Channel Reserve for integrated entity"/>
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- Applicant to update Details of Vertically Integrated Entity(Form E)

10th TAB Application for Platform Service Channel (Form F)

Details of Company Details of the CEO Other Director(s) Details Equity of SHP Particular of Other Business(es) Shareholding Details (Other Co.) Shareholding Details (Applicant Co.)
Technical Details Form-E **Form-F** Status of Application Fees

Application for Platform Service Channel (Form F)

Name of the Applicant Company
Aks

Head Office Address

a) Line 1*	dfghjk, Pincode - 345678	b) Line 2	dfgh
c) Country*	--- Select ---	d) State/UT	--- Select ---
e) District*	--- Select ---	f) City/Town/Village*	dfgh
g) Taluka/Tehsil*	dfgh	h) PIN Code*	345678
i) Landline Number with STD Code*	91		3456789045

- Applicant to update Application for Platform Service Channel
- Applicant to update Regional, Correspondence and Head office address
- Applicant to update Existing Platform Services Channels Offered
- Applicant to update New Platform Services Channels Offered (if any)

11th TAB Status of Application

Details of Company Details of the CEO Other Director(s) Details Equity of SHP Particular of Other Business(es) Shareholding Details (Other Co.) Shareholding Details (Applicant Co.)
 Technical Details Form-E Form-F **Status of Application** Fees

Issuance of Letter

Date Of Submission for security Clearance for MHA approval *

Date of Submission for Clearance Certificate Received from DoS *

Date of Non Refundable Entry fee for DTH - challan copy *

Clearance Certificate Received from MHA
 Yes No
 Clearance certificate MHA *
 DTH Licence.pdf
[Download Sample Document](#)

Clearance Certificate Received from Dept of Space
 Yes No
 Clearance certificate DOS *
 DTH Licence.pdf
[Download Sample Document](#)

Non Refundable Entry fee for DTH - challan copy
 Yes No
 Challan Copy *
 No File Uploaded
[Download Sample Document](#)

- Applicant to update Security Clearance Form and non-refundable fees details. Submit the application for MHA approvals
- If non refundable fees not paid, applicant to update the fields accordingly and make the payment in Fees TAB as per the drop down provision

Home | Service
 Service > DTH Operators > **Dth Submitted Application**

DTH Approved Data

Search:

S.No.	Application Number	Application Date	Application Status
1	MIB/DTH/NEW-REQUEST/31082021/102731	31-Aug-2021	In-Progress
2	MIB/DTH/NEW-REQUEST/27082021/102688	27-Aug-2021	In-Progress
3	MIB/DTH/NEW-REQUEST/27082021/102685	27-Aug-2021	Approved

Showing 1 to 3 of 3 items

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 Designed and Developed by Tata Consultancy Services Ltd. and Managed by BECIL

Once application is submitted- applicant can check status by clicking on 'DTH Submitted Application'.

1. The status can be – 'In progress' for application, that means – it can either be pending with the Application Owner or Ministries.
2. The Status can be –'Approved' once it is approved at all levels
3. The Status can be – 'Rejected' basis the criteria for application is not met