

**[ NTC MEMORANDUM CIRCULAR NO. 12-8-92,  
August 07, 1992 ]**

**RULES AND REGULATIONS GOVERNING THE INSTALLATION,  
OPERATION AND MAINTENANCE OF A RADIO COMMUNICATION  
NETWORK BY CIVIC ACTION ORGANIZATIONS AND THEIR  
BONAFIDE MEMBERS**

Pursuant to the powers vested in the National Telecommunications Commission to promulgate rules and regulations to encourage a larger and more effective use of communications and of the pertinent provisions of Act 3846 as amended, the following rules and regulations to govern the installation, operation, and maintenance of a radio communication network by civic action organizations and their bonafide members are herein promulgated.

GENERAL

1. *Purpose* — To prescribe the rules and regulations to govern the installation, operation and maintenance of a radiocommunication network to civic action organization actively engaged in public assistance during emergency or disasters involving the preservation of life, property, and the maintenance of the peace and order of a community or the country as a whole. It shall also serve as a guide for the orderly, efficient, and effective utilization of the radio frequency spectrum.

2. *General Requirements*

1. Authorization of Civic Action Radio Network

1.1 A civic action organization, group, club, or society duly registered with the Securities and Exchange Commission (SEC) and having a bonafide minimum active membership of fifty (50) of good standing, may apply for a Permit to Operate Civic Action Radio Network with the Commission.

1.2 An application by the aforementioned entity to the Commission for Permit to Operate a Civic Action Radio Network must be accompanied with the following documents:

1.2.1. An authenticated copy of its SEC Certificate of Registration, Articles of Incorporation, and By-Laws.

1.2.2 A duly certified list of all its members, the Board of Directors, and Officers by the Secretary of the organization for the current year.

1.2.3 A letter of intent specifying the technical description of its desired radiocommunication network together with the proposed network diagram showing its mode of operation, the exact location where the proposed radio stations are to be installed and/or area coverage duly

signed and sealed by an Electronics and Communications Engineer.

1.2.4 Existing Memorandum of Agreement signed by the organization with any government and/or non-government agency with whom the applicant renders civic assistance.

1.2.5 National Bureau of Investigation Clearance for all its bonafide members secured at least three (3) months prior to its filing.

## *2. Applications, permits/licenses and operator certificates.*

2.1 No organization, group, club or society, association engaged in a non-profit civic action activities shall be allowed to install, operate, and maintain a radio communication network and/or radio station(s) without first obtaining the following from the Commission:

2.1.1 Permit to Purchase prior to the acquisition of the required radio equipment.

2.1.2 Construction Permit prior to the Construction or installation of the Base (FB, FX, RPTR, etc.) station(s). For mobile radio stations, the radio station carries with it the authority to install or construct.

2.1.3 Radio Station License prior to the operation of the radio stations.

2.1.4 Appropriate Radio Operator's Certificate for each of the organization's radio station(s).

2.2 Any member of the organization or any other person who shall operate the organization's radio station(s) shall be holders of valid radio operators certificates as follows:

2.2.1 Operators of base (FB, FX, RPTR, etc.) radio stations shall be a holder of at least a Second Class Radio Telephone Operator Certificate.

2.2.2 Operators of mobile/portable stations shall be a holder of at least a Restricted Land Mobile Certificate (RLMC).

2.3 A civic group radio station license shall be subject to annual renewal upon presentation to the Commission of the following:

2.3.1 Properly accomplished application for renewal of each radio station license(s) and the original Radio Station License(s).

2.3.2 Existing Memorandum of Agreement signed by the applicant with any governmental and/or non-governmental agency with whom the applicant renders civic assistance.

2.3.3 Report or proofs of civic action activities.

2.4 The Commission reserves the right to deny any application filed which fails to meet the above requirement as a civic action group.

## *3. Technical Provisions*