

**BHUTAN INFOCOMM AND MEDIA AUTHORITY
ROYAL GOVERNMENT OF BHUTAN**



**RULES FOR THE OPERATION OF COMMERCIAL CABLE
TELEVISION**



Chairperson

1st September 2011

FOREWORD

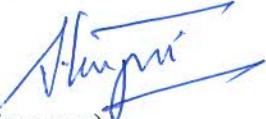
In accordance with Section 21 and Section 36 of the Bhutan Information, Communications and Media Act (Act) 2006, the Bhutan InfoComm and Media Authority is mandated to regulate and implement regulations and rules pertaining to ICT services in the kingdom of Bhutan.

This Rule forms the basis for a self-regulatory system and strives to provide the cable television service industry with a set of principles as well as a clear regulatory framework to efficiently regulate the cable television services in the country including addressing of any complaint from the members of the general public.

This Rule aims at ensuring fair and efficient regulation of the cable television service industry by protecting the cable television service providers as well as the general public of their rights and thereby promoting effective competition and economy the industry.

Towards this end, and in accordance with the powers conferred by the Section 27 and 33 of the Act, the Authority hereby issues the “*Rules for the Operation of Commercial Television*”.

The Rules should be read in conjunction with all other existing directives, codes of practice and regulations established by the relevant Government agencies.


(Chairperson)

BHUTAN INFOCOMM & MEDIA AUTHORITY

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CHAPTER 1 - PRELIMINARY

1.1 Legal Basis

These Rules for the operation of *Commercial Cable Television* is issued by the Authority in accordance with Sections 33 and 36(1) of the Bhutan Information, Communications and Media Act 2006.

1.2 Commencement

These Rules shall come into force on the **1st September** of the year **2011** corresponding to the **4th** Day of **7th** Month of the Iron Female Rabbit Year.

1.3 Scope of Application

These Rules shall apply to all the Cable TV operators within the kingdom of Bhutan. These Rules shall be read in conjunction with all other existing codes of practice and regulations established by the relevant Government agencies.

1.4 Amendments

These Rules are subject to amendment and changes when required. Such amendment and changes shall be made in accordance with the needs and changes in national priorities, Government policies and industry trends. Amendment of these Rules by way of addition, variation or repeal may be effected by the Authority.

1.5 Interpretation

The power to interpret these Rules shall vest with the Authority who may issue such instructions as may be necessary to give effect to and implement the provisions of these Rules.

1.6 Rules of Construction

In these Rules, unless the context indicates otherwise, the masculine gender shall include the feminine gender and the singular shall include the plural and vice versa.

1.7 Definitions

For the purposes of these Rules, the following words, terms, phrases, and their derivations shall have the meanings given herein.

In addition to the following terms, or unless the context requires otherwise, the words and terms used in these Rules shall have the same meaning as assigned in the Act.

Act means the Bhutan Information, Communications and Media Act, 2006;

Authority means the Bhutan InfoComm and Media Authority;

Cable Operator means any person who provides cable service through a cable television system or otherwise controls or is responsible for the management and operation of a cable television system;

Cable television (CATV) Service means the transmission by cables of programmes including retransmission by cables of any broadcast television signals;

CATV System means a facility consisting of a set of closed transmission paths and associated signal generation, control and distribution equipment designed to provide cable service for reception by multiple subscribers within a community;

Channel means a set of frequencies used for transmission of a programme;

Designated Area means the area in which the Licensee is licensed to provide Cable Television System services;

Director means the Director of Bhutan InfoComm and Media Authority;

Document means the Rules for operation of Commercial Cable Television system;

License means the non-exclusive written right or authorization granted by the Bhutan InfoComm and Media Authority under these Rules to the licensee, to construct, operate and maintain a Cable Television System within all or part of the area designated by the Licence;

License Fees means initial/annual/renewal costs including administration or performance of regulatory functions payable to the Authority by an applicant or licensee as the case may be;

Licensee means the person or entity to which a Licence henceforth is granted for the construction, operation, maintenance, or reconstruction of a Cable Television System;

Minister is the Head of the Ministry of Information & Communications, Royal Government of Bhutan;

MSO means Multi-Service Operator licensed by the Authority.

Normal business hours mean those hours during which most similar businesses in the country are open to serve customers.

Pay Channel means a channel for which fees is to be paid to the broadcaster for its retransmission through electromagnetic waves through cable or through space intended to be received by the general public either directly or indirectly;

Procure TV programs means the act or the process of procuring TV programs including negotiation with external service providers on the number of channels to be purchased, rates and mode of payments for down linking of TV channels into a cable system by a licensee or by an organization on behalf of the licensee.

Section means any section, subsection, or provision of this document;

Service interruption means the loss of picture or sound signal on one or more cable channels or the significant deterioration of signal;

Streets and Public Ways means the surface of and the space above and below any public street, sidewalk, right-of-way, alley, right-of-way easement, or other public way of any type whatsoever, now or hereafter existing as such within the country;

Subscriber means a person, firm, corporation, or other entity who receives the signals of cable television systems at a place indicated by him to the cable operator without further transmitting it to any other person.

Transfer means any transaction in which:

- a) an ownership of the commercial CATV system is transferred from one person or group of persons to another person or group of persons so that the rights or obligations held by a licensee under a license are transferred or assigned to another person or group of persons or
- b) The management of the commercial CATV system is transferred from one person or group of persons to another person or group of persons.

CHAPTER 2 – LICENSING PROCEDURE AND INDEMNIFICATION

2.1 Licence

- a) No individual or entity shall operate CATV without a valid license issued by the Authority. Non compliance of this section shall be held liable for an offence as defined under the section 37(1) of the Act.
- b) Any person who is desirous of operating CATV may apply to the Authority using the form as set out in Annex-C. The applicant shall furnish such documents as the Authority may ask him to produce.
- c) Any License that is granted shall be subject to the conditions stipulated in these Rules. Nothing in these Rules shall be deemed to waive the requirements of the various codes, ordinances and regulations of the Royal Government of Bhutan regarding charges and fees to be paid or manner of construction.
- d) Any License issued by the Authority under this Rule shall not include the provision to broadcast. A separate broadcasting license is required for the broadcasting purposes.
- e) The Authority may after proper inquiry refuse to grant a license after recording in writing reasons for such refusal and furnish on demand a copy of the same unless in any case the Authority is of the opinion that it will not be in the public interest to furnish such copy.
- f) Cable Operators shall register with the nearest Department of Revenue and Customs within one month of obtaining License from the Authority.

2.2 Term

- a) The license shall be effective from the date as mentioned in the license for a term as specified in the license.
- b) The Authority may on its own or on the application of the holder of a license, vary the conditions subject to which a license has been granted.

2.3 License non-exclusive

All licenses granted are non-exclusive. The Authority reserves the right to grant or not to grant, at any time, such additional licenses for a commercial CATV in accordance with the provisions of Act.

2.4 Transfer of license

- a) No transfer shall occur without the prior approval of the Authority. The Authority shall determine upon any request for approval of a sale or transfer within 60 days of such request if such request contains or is accompanied by such information as is required by the Authority. Non compliance of this section shall be guilty of an offence as prescribed under the Act.
- b) An application for a transfer shall provide complete information on the proposed transaction, including details on the legal, financial, technical, and other qualifications of the proposed transferee, and on the potential impact of the transfer on subscriber rates and services. The Authority may require additional information, which must be provided by the licensee.
- c) No application for a transfer of a licence shall be granted unless the proposed transferee agrees in writing that it will abide by and accept all terms and conditions of this Rules, and that it will assume all obligations, liabilities, and responsibility for all acts and omissions, known and unknown, of the previous licensee under the licence for all purposes.
- d) Approval of Transfer of License by the Authority does not constitute a waiver or release of any of the rights of the Authority whether arising before or after the date of the transfer.
- e) A transfer of licence will incur a transfer fee of Nu. 10,000.00 (Ngultrum Ten Thousand only) payable by the transferee prior to the transfer of License.
- f) The transferor shall produce the copy of Tax Clearance Certificate issued from the nearest Department of Revenue and Custom office.

2.5 Renewal or extension of License

- a) Upon expiration of the license term, the Authority shall have the right to renew or extend the license or to suspend or deny the license renewal or extension.
- b) The licensee shall apply for the renewal of the CATV license within the time stipulated in section 2.8 (e) of this Rule with the “Application Form for Renewal of CATV License” of Annexure D and furnish such information as may be needed by the Authority to renew or extend the license.
- c) The renewal fees shall be as per section 2.8 of these Rules.
- d) In the event a request for renewal or extension is denied the Authority shall communicate its written and reasoned decision to the licensee with reasons.

2.6 Right of intervention

The Authority may have the right of intervention, with the leave of the Court, in any suit or proceeding involving the license to which the licensee is a party.

2.7 Indemnification

Licensee shall indemnify, defend and hold harmless the Authority and its officials, agents, attorneys and representatives against any and all costs, damages, expenses, claims, suits, actions, liabilities and judgments for damages, including but not limited to, expenses for legal fees, whether suit be brought or not, and disbursements and liabilities incurred or assumed by the Authority in connection with:

- a) damage to persons or property, in any way arising out of or through the acts or omissions of Licensee, its officials, agents, attorneys, representatives or employees;
- b) requests for relief arising out of any licensee’s action or inaction which results in a claim for invasion of the right of privacy; for defamation of any person, firm or corporation; for the violation or infringement of any copyright, trademark, trade name, service mark or patent; or of any other right of any person, firm or corporation; or

- c) any or all claims arising out of licensee's failure to comply with the provisions of these Rules or any other law, or regulation applicable to licensee.

2.8 License Fees

- a) The licensee shall pay Nu. 25,000 (Ngultrum Twenty Five Thousand only) as the initial application fees to the Authority. The annual renewal fees for the licensee shall be as per the formula set out in **Annexure A** of these Rule.
- b) The Authority shall have the right to modify the license fee by amending **Annex A** and the licensee shall be notified 30 days in advance of any such modification.
- c) The Authority shall facilitate easy renewal of annual licenses on payment of annual license fees provided the licensee furnishes a copy of the tax clearance certificate issued by the Department of Revenue and Custom.
- d) The payment of the initial license fee shall be made prior to the granting of the licence.
- e) Annual license renewal fees shall be payable on or before the expiry date of the license subject to the maximum of 30 days.
- f) A fine of Nu.50.00 (fifty only) per day shall be levied for late renewal after the expiry of the grace period and up to a maximum period of 180 days after which the license shall be terminated including the operation of the service.

2.9 Tax and Tariff

- a) Licensee shall conform to the prevailing Taxes Laws and Rules of the country.
- b) The licensee shall implement the tariffs for the services only upon approval by the Authority.

CHAPTER 3 – SYSTEM OPERATION AND MAINTENANCE

3.1 Inspection of records

- a) The licensee shall maintain an office within its area of operation where pertinent records shall be available.
- b) The Authority shall have the right to inspect at any time during normal business hours, all books & records on financial investment and return, subscriber database, maps & plans, performance test results and other like materials of the licensee which relate to the licensee's obligations under its license.
- c) The records and any additional information, which may be required by the Authority pursuant to the requirements of this licence, shall be furnished by the licensee to the Authority upon request, and at the licensee's own cost and expense including the number of subscribers on a half yearly basis or as and when required by the Authority.
- d) The Authority may collaborate with relevant government Agencies to inspect and conduct physical verification of records maintained by the Licensees.

3.2 Customer service standards

A Licensee shall at all times satisfy customer service standards set forth in this Rules.

- a) Licensee shall maintain a publicly listed, telephone access line which will be available to its subscribers 24 hours a day, seven days a week, and be so operated to receive subscriber complaints, requests for repairs, service calls or billing adjustment.
- b) A written log shall be maintained by a licensee listing all subscriber complaints indicating subscriber address, date and time of complaints and date and time of service restoration. The record shall be maintained up to the period of one year.
- c) Licensee shall render efficient service with minimum interruption of services.

- d) The licensee shall have a customer service agreement detailing the terms and conditions of service provision signed with each customer. The copies of each agreement shall be maintained by the licensee.
- e) The licensee shall have to ensure that his network does not damage the customers' equipment and in the event of damage will bear the full cost of repairing or replacement.
- f) The licensee shall employ adequate number of staff consisting of technicians capable of responding to subscriber complaints or request for restoration of services. Subscriber shall not be charged for these services.
- g) On the receipt of the adverse report on the quality of the service of licensee, the Authority shall issue directives to the licensee to rectify the problem within the given time frame.
- h) Any variation in the customer service standards determined by the Authority shall be notified to the licensee and the public prior to adoption.
- i) Failure to comply with the section 3.2 shall subject the licensee to a fine prescribed by the Authority as per the provision of the Act.

3.3 Safety

- a) The licensee shall install and maintain in use commonly accepted safety methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to the public or to the employees of the licensee.
- b) The licensee shall install and maintain its wires, cables, fixtures, and other equipments in accordance with the requirements of the National Electrical Code of the Kingdom of Bhutan and the rules and regulations issued by the Authority and Ministry of Information & Communications and other applicable code provisions, in such a manner that they will not interfere with any installations or any public utility.

- c) All lines, equipment, and connections in, over, under, and upon the streets and public ways and private property, wherever situated or located, shall at all times be kept and maintained in a safe and suitable condition, and in good order and repair.

3.4 Construction Standards and codes

- a) The CATV system shall be constructed in accordance with the provisions of these Rules and in the instructions as laid out in **Annex B of these Rule**.
- b) The licensee shall, prior to the issuance of a license, submit a map to the Authority, indicating all areas proposed to be served and a proposed time schedule for installation of the cable system.
- c) The licensee shall ensure that all reception, control and transmission equipments used do not in any way cause interference to other services. The licensee shall abide by all provisions of the National Radio Rules in this regard.
- d) The CATV System shall not under any circumstances endanger or interfere with the safety of persons or property in the designated area or other areas where the licensee may have equipment located. In the event of damage, the licensee will bear all cost of repair and or replacement.

3.5 Right of inspection of construction

The Authority shall have the right to inspect all construction or installation works undertaken subject to the provisions of the Rules and to make such tests as it may find necessary to ensure compliance with the terms of the licence and other requirements of the Laws of Kingdom of Bhutan.

3.6 Under-grounding of cable

- a) All trunk cables shall be installed underground or placed in common duct provided by the Municipal Authority after obtaining the approval of the respective Municipal/Dzongkhag.

- b) All cables shall be buried at least 0.5 meters if underground and shall in no way disrupt other utility.

3.7 Restoration of streets

Whenever the Licensee disturbs the surface or subsurface of any street or public way or adjoining public property or the public improvement located thereon, therein or thereunder for any purpose mentioned herein, the Licensee shall promptly, at its own expense, restore, repair or replace the same to its original condition or such other condition as specified by the relevant authorities.

3.8 Use of streets and public ways

- a) The License granted shall authorize the licensee to engage in the business of operating and maintaining a cable system in the designated area. However, before approaching the authority for issuance of license, a prospective licensee shall seek the necessary approval of his plan from respective Municipal or Dzongkhag or Dungkhag Authority for establishing the CATV infrastructure including erection, installation, construction, repair, replacement and reconstruction, and retain, in, on, over, under, upon, across and along the streets and public ways within the Country such wires, cables, conductors, ducts, conduits, vaults, manholes, amplifiers, appliances, pedestals, attachments, and other property and equipment as are necessary and appurtenant to the operation of the cable system.
- b) Before approving the proposed plan for the establishment of a CATV infrastructure under section 3.9 (a), a Municipal, Dzongkhag or Drungkhag Authority shall properly scrutinize the feasibility of the plan of a prospective licensee by visiting the sites through which the network will extend and also communicate to the prospective licensee about the existing local area structural development plan that are likely to affect the network.
- c) Any approval similar to section 3.8 (a) taken from the Municipal, Dzongkhag or Dungkhag Authority for further extension of the network subsequent to granting of a license shall be forthwith communicated to the Authority by a licensee.

- d) The entire cost of relocation shall be borne by a Municipal, Dzongkhag or Drungkhag authority if a licensee is required by such authority to relocate the property rights accrued under section 3.8 (a) and 3.8 (c) within five years after the approval of each such plan except for an affect resulting from a structural development about which communication was made to the licensee under section 3.8 (b).
- e) All works undertaken will have to comply with the existing and future laws, rules and regulations of the Royal Government and Municipal Corporations.

3.9 Trimming of trees

Any trimming of trees by the licensee in the streets and public ways shall be subject to such rules and regulations of the Royal Government of Bhutan and of the individual Municipalities.

3.10 Unused infrastructure

The licensee shall remove infrastructure that are not in use or if there is no future needs/ requirements.

3.11 Temporary removal of cable to move large objects

In the event it is necessary temporarily to move or remove any of the licensee's wires, cables, poles or other facilities placed pursuant to the licence, in order to lawfully move a large object, vehicle, building or other structure through or over the streets and public ways, the licensee upon reasonable notice shall move at the expense of the person requesting, other than such a request made by the Authority for public purposes, the removal of its facilities as may be required to facilitate such movements.

CHAPTER 4 – CATV SERVICES

4.1 Commencement of Service

The licensee shall commence within 180 days from the date of issuance of the license by the Authority. Failure to provide service within this period shall result in cancellation of the license except when condoned by the Authority for extenuating conditions faced by the licensee.

4.2 Provision of Service

- a) The licensee shall distribute only those TV channels approved by the Authority.
- b) The licensee shall broadcast (carry) the Bhutan Broadcasting Service (BBS) channel as channel No. 1.
- c) It shall be the right of all the subscribers to continue receiving cable services, during the term of the licence in so far as their financial and other obligations to the licensee are honored.
- d) The licensee shall make service available for installation upon the request of/to any subscriber, potential subscriber or property owner within the service area, no later than 15 days from the date of the requisition letter.

4.3 Local Origination Channel

- a) The licensee is authorized to telecast or rebroadcast only the following local programs in their local channel(s) approved by the Authority:
 - i. Recordings of Local concerts after the content is previewed and certified as suitable for public viewing by the Authority or its representative.
 - ii. Recordings of Local Cultural Festivals previewed and certified for public viewing by the Authority or its representative.
 - iii. Recordings of Cultural performances after the content is previewed and certified as suitable for public viewing by the Authority or its representative.

- iv. Trailers of Films/Films or such commercial programs certified by the Authority.
 - v. Programs produced by Government agencies, corporate bodies and external agencies approved by the Authority.
- b) Cable operators shall make announcements and notifications in public interest at any time in times of emergency on a real time basis without any charges.

4.4 Interconnection and Infrastructure sharing

The licensee shall abide by and confirm with the Rules on Interconnection and Infrastructure sharing.

4.5 Procurement and down linking of foreign Television channels

All licensees shall be required to procure TV programs from Multi Service Operator (MSO) Licensee licensed by the Authority. However until such time an MSO is licensed, the following interim arrangement shall be recognized by the Authority for the procurement of TV programmes.

- a) Licensee shall procure TV programs from external service providers based on the channel list approved by the Authority.
- b) Payments to the external service providers for the TV Channels shall be remitted directly by the licensees.
- c) A copy of the agreements signed with the external service providers and the licensees either individually or collectively shall be submitted to the Authority no later than 10 days after having been finalized and signed.
- d) Any dispute between the licensees, organization acting on behalf of the licensees and the external service providers shall be settled mutually.

CHAPTER 5 – LICENSE ADMINISTRATION AND ENFORCEMENT

5.1 Direction by the Authority

- a) The Licensee shall comply with any directives issued by the Authority from time to time in the exercise of its power, functions or duties as per the provisions of the Bhutan Information, Communications and Media Act 2006, and relevant Rules as promulgated by the Authority.
- b) Unless otherwise expressly specified, the Licensee shall safeguard the confidentiality of all directives issued by the Authority and shall disclose such directives only with the prior approval of the Authority.
- c) The Licensee shall provide the Authority with any document or information within its knowledge, custody or control which the Authority may need or require for the exercise of its function and duties under the Act and other related Laws and Regulations.

5.2 Compliance

- a) The Licensee shall be responsible for complying with all laws, codes, standards, rules, orders, guidelines, and regulations, besides complying with the provisions of these Rules.
- b) The renewal of the Cable TV license shall mainly depend on the Licensee's performance and compliance with the license terms and conditions, laws, codes, standards, rules, orders, guidelines, and regulations.
- c) The Authority retains the right to revoke the license, in case a licensee does not comply with the legal requirements as mentioned under section 5.2 (a) and 5.2 (b) of these Rules.
- d) The licensee shall have in place internal procedures to ensure compliance at all times with the requirements as mentioned under section 5.2(a) and 5.2 (b) of these Rules.

- e) The licensee shall act immediately in emergency situations as per provisions of the Act and other laws of the country.
- f) The licensee shall permit any official of the Authority or an authorized representative of the Authority to enter into any premises that may be used by the licensee in connection with cable TV system, to inspect or examine any records or equipment, or test any equipment for the purpose of verifying compliance with the standards, lawful orders, instructions or requirements of the Authority.

5.3 Breach of Rules

- a) If the activity of the licensee is deemed to pose a clear and immediate threat to public peace or safety, the Authority may by order in writing take prompt and immediate action to suspend or revoke the license and licensee's activities.
- b) If the Authority finds that the licensee has with repeated time, failed to maintain the signal quality as required by the license terms and conditions, the Authority reserves the right to either suspend or revoke the license or remedy the poor signal quality through appropriate sanctions.
- c) The Authority reserves the right to either suspend or revoke the license or remedy the offences through appropriate sanctions if the licensee is found to be engaged in any sale, lease, assignment, or transfer of control of its license without prior approval of the Authority.
- d) If the Authority finds that the licensee has provided false information or withheld any material information and has therefore misled the Authority in granting/renewing the license, the Authority reserves the right to either revoke the license or remedy the false information through appropriate sanctions.
- e) If a licensee fails unreasonably to comply with an order made by the Authority, the licensee shall be deemed to have breached a condition of his license and shall be subjected to either suspension or revocation of the license without any indemnification by or cost to the Authority, or the licensee may be subjected to section 5.3 (f).

- f) The Authority may require the licensee (according to the circumstances of the case) to pay such fine or fines, as are specified in the order until such time as the licensee has fully remedied the breach of license giving rise to the order.
- g) In addition to the above sections, the Authority may subject the licensee to, inter alia, the following:
 - i. Issue a written warning.
 - ii. Require the Licensee to write a letter of apology or correct the breach.
 - iii. Suspend or revoke the license and operation without any indemnification by the Authority.
 - iv. Seize the equipment.
 - v. Any other sanctions that the Authority may deem fit.
- h) Where the Authority has reasonable grounds for believing that a license granted under the Act ought to be suspended or revoked, the Authority shall, before suspending or revoking the license, give the licensee a fourteen days notice in writing its intention to do so, specifying the date and the grounds on which it proposes to suspend or revoke the license, and shall give the licensee an opportunity of being heard as to why the license should not be suspended or revoked.

5.4 Notifications

Wherever relevant and applicable, a written notice shall be issued in advance, addressed to the licensee by the Authority.

5.5 Appeals

The licensee may, if aggrieved by the decision of the Authority, appeal against such decision to the Appellate Tribunal within thirty days of the receipt of the information of such decisions. The Tribunal will hear the appeal in accordance with established due process of law.

5.6 Finality of Decision

A decision handed down by Appellate Tribunal shall be final and binding unless appealed to the High Court under section 23 (a) of the Civil and Criminal Procedure Code of Bhutan within ten days.

Annex-A: CALCULATION OF ANNUAL LICENCE FEE

The annual license fee shall be calculated as given below:

$$\text{Nu. } x + (1\% \times 231 \times 12 \times \text{No. of Subscriber})$$

In the formula:

Nu. x	:	Nu. 10,000 (Annual renewal license fee)
12	:	Number of months in a year
No. of subscriber	:	Total number of cable TV subscribers of the licensee
231	:	Amount collected from the subscriber in a month minus the Entertainment tax (Nu. 300-Nu. 69=Nu. 231), Nu. 69 being the Entertainment tax payable to RRCO.

Annex- B: SPECIFICATIONS AND CONSTRUCTION REQUIREMENTS

1. Grounding

Grounding of all equipment is mandatory as specified below.

a. Cable sheath

Where exposed to contact with electric light or power conductors the metal sheath of the cable entering the building shall be grounded as close as practicable to the point of entrance or shall be interrupted as close to the point as practicable by an insulating joint or equivalent device.

b. Size

The size and material of the conductor shall conform to the National Electrical Code.

c. Run in straight line

The grounding conductor shall run to the grounding electrode as far as possible in straight line.

d. Physical damage

The grounding conductor shall be guarded from physical damage.

e. Electrode

Connection, laying, bonding and connection of the electrode shall follow the National Electrical Code.

f. Protection

Where the coaxial cable is exposed to lightning or to accidental contact with lightning arrester conductors or power conductors operating at a voltage over 240 volts to ground, the outer conductive shield of the coaxial cable shall be grounded at the building premises as close to the point of cable entry.

g. Shield grounding

Where the outer conductive shield of the conductor is grounded, no other protective devices shall be required. The grounding of the coaxial drop cable by means of protective device should not interrupt the grounding system.

2. Installation of cable

Cables shall be installed as specified below.

a. On poles

Layout of cables shall be allowed through utility poles (Power and Telecom, etc) provided the concerned authorities grant approval for the same.

b. Lead-in clearance

Lead-in or aerial drop cable from a pole or other support, including the point of initial attachment to a building or structure shall be kept away from electric light or power circuits so as to avoid possibility of accidental contact. Where the proximity to power conductor cannot be avoided, the installation be separated at least 12 inches from power service drops.

c. Over roofs

Cable passing over buildings that may be readily walked upon shall be at least 8 feet above the roof.

d. Between buildings

Cables extending between buildings including supports and attachment fixtures shall be acceptable for the purpose and shall have sufficient strength to withstand the loads to which they may be subjected. Where cable does not have sufficient strength to be self-supporting, it shall be attached to a supporting messenger cable that, together with the attachments and fixtures or supports shall be acceptable for the purpose and shall have sufficient strength to withstand the loads to which they are subjected.

e. On buildings

Where attached to the buildings, cables shall be securely fastened in such a manner that they will be separated from other conductors as follows:

- i. **Electric light or power conductors/circuits.** The coaxial cables shall have a separation of 12" from electric light or power conductors not in raceway or cables, or be permanently separated from the conductor of other system by continuous and firmly fixed non-conductor in addition to the insulation of the wires.
- ii. **Communication equipment.** The coaxial cable shall be installed so that there will be no interference to other communication equipment.
- iii. **Lightning arrester.** A separation of 6 inches shall be kept between coaxial cable and lightening arrester.

f. Underground

- i. All cables laid underground shall be permanently separated from power and other utility services passing underground by a suitable barrier.
- ii. All cables entering the building shall comply with sections (a) and (b) below.
 - (a) **With electric light or power conductors.** Underground conductors in a raceway, hand-hole or manhole containing electric light or power conductor shall be in a section separated from such conductors by means of a brick, concrete or tile partition.
 - (b) **Underground block distribution.** Where the entire circuit is run underground and the circuit within the block is so placed as to be free from likelihood of accidental contact with the electric light or power conductor over 240 volts to the ground, the insulation requirement specified by the National Electrical Code shall apply. Underground

Rules for Operation of Commercial Cable Television in the Kingdom of Bhutan
cable shall have marking for purposes like cable, drop cable, plenum
cable, and riser cable or for limited use.

g. Wiring within the building

Coaxial cables installed, as a wiring within the building, shall be of the type that is resistant to the spread of fire. This shall apply to cables installed in the ducts and other air handling spaces. This shall not apply to cables that are enclosed in the raceway or in non-combustible tubing.

3. Quality of cable

- a. All cables used in the main line (trunk) shall be of type 500 Series or above or its equivalent.
- b. All distribution cables (sub-trunk) shall be of type RG-11 or its equivalent.
- c. All drop cables (branch/in-house drops) shall be of type RG-11/RG-8 or its equivalent.

4. Installation of amplifiers

Amplifiers may be installed or mounted on the surface of the ground in securely fixed cabinets adhering to any guidelines that may be issued by the Municipal/Dzongkhag Authority from time to time.

5. Cable Connections

No two or more cables shall be joined together without using connectors (e.g. BNC) and such work must be carried out by technicians with required level of skills. As far as practicable no cables shall be bent excessively.

Annex-C: APPLICATION FORM FOR NEW CATV LICENCE

Director
Bhutan Information, Communications and Media Authority
P.O. Box 1072
Thimphu
Telephone: 321506/321507
Fax: 326909

Recent Pass port
size Photograph

IMPORTANT INFORMATION

1. All blanks in this application form MUST be completed. Please read the Terms and Conditions of the "Licence for Operation of Commercial Cable Television System" before completing this application form.
2. The applicant shall obtain such Permits, License or other authorization from other public offices or authorities as may be necessary for or in connection with the lawful installation or working of the commercial cable television station. Where supporting documents are required, you may send the documents in the address given above.

Applicant Information		
Name (Company)		
Contact Person Name		
Contact Person Designation		
Citizenship Identity Card Number (Attach 1 copy)		
Nationality		
Principle Activity(ies)		
Area(s) of Operation (With letter of recommendation from Dzongkhag and security clearance)		
Correspondence Address		
Billing Address		
Telephone No.	<i>Business:</i>	<i>Residence:</i>
Fax No.	<i>Business:</i>	<i>Residence:</i>
E-mail		

DECLARATION:

I/We declare that

- i. The details above are correct and factual.
- ii. I/We shall not operate the equipment/station without a license issued by the Authority.
- iii. I/We shall downlink and telecast only those TV channels approved by the Authority based on a legitimate agreement signed with the service providers.
- iv. I/We shall declare the exact number of TV subscribers connected my/our cable system to the Authority annually during the day of filing the application for license renewal.
- v. I/We shall strictly abide by the provisions of the Rules for the Operation of CATV and any other notifications and order issued by the Authority.
- vi. In the interest of the general public, the approved channel shall be switched off at any time if directed by the BICMA.

Date _____

Applicant Signature and Seal

Annex-D: APPLICATION FORM FOR RENEWAL OF CATV LICENCE

Applicant Information		
Name (Company)		
Contact Person Name		
Contact Person Designation		
Correspondence Address		
Telephone No	Business:	Residence:
Mobile No		
Fax No.	Business:	Residence:
E-mail		

Declarations

1. I/We would like to renew my/our CATV license for the year.....
2. As of.....dd/mm/yy, I/We have a total of ---- subscriber using my/our cable service. Based on my/our total number of subscriber, please intimate to us the annual license renewal fee payable to the Authority.
3. I/We attach the following mandatory documents for the renewal of my license:
 - 3.1 Tax Clearance Certificate issued by the Regional Revenue and Customs Office
 - 3.2 Recommendation of Dzongkhag/Municipal Authority.
 - 3.3 List of channels that have been approved by the Authority for my/our network.
 - 3.4 Others:
4. I/We like to declare that all the above details and attachments to the application are correct and factual.
5. I/We like to reiterate not to operate the equipment without a license issued by the Authority.
6. I/We shall downlink and telecast only those TV channels approved by the Authority based on a legitimate agreement signed with the service providers.
7. I/We shall strictly abide by the provisions of the Rules for the Operation of CATV and any other notifications and order issued by the Authority.
8. In the interest of the general public, the approved channel shall be switched off at any time if directed by the BICMA.

Date _____

Applicant Signature and Seal

Name of Applicant