



FCC and Industry Canada Certification Handbook for Radios and Other Wireless Applications



Design. Create. Certify. *Connect.*

Thank you for choosing LSR for your radio testing and certification needs.

The objective of this handbook is to provide our customers with an easy to read document that summarizes and defines the requirements to apply for a FCC Grant of Authorization for the marketing of wireless products in the United States, as well as an Industry Canada Certificate for the marketing of wireless products in Canada.

FCC Public Notice DA 00-1233, released June 2, 2000, announced the development of Telecommunication Certification Bodies or TCB's, as the new means for Form 731 Filing and Certification Review. The TCB shall process the application to determine whether the product meets the Commission's requirements and shall issue a written grant of equipment authorization.

The above is now a permanent part of the U.S. Federal Government's Code of Federal Regulations (CFR), Title 47 – Telecommunications (Part 2.960 and Part 2.962). To review all the parts of CFR - Title 47, please proceed to the following website address:

<http://www.fcc.gov/encyclopedia/rules-regulations-title-47>

We at LSR look forward to working with you on the testing and certification of your radio.

Sincerely,

A handwritten signature in black ink that reads "Thomas T. Smith". The signature is written in a cursive, flowing style.

Thomas T. Smith
VP of EMC Test Services

About LSR

Inspiring through Wireless InnovationsSM

Bringing a winning product to market in today's competitive environment requires greater skill, creativity and experience than ever before. More and more, your customers demand intuitive, reliable wireless capabilities that give them the real-time information and controls to be more connected.

Since 1980, our partners, spanning a wide range of industries, have trusted LSR to help develop solutions that exceed their customers' expectations. We provide an unmatched suite of wireless product design services, EMC Testing & Certification, and performance RF products, all to improve speed to market and return on your development investment.

Our experienced professionals are passionate and committed to partnering with you, allowing your team to focus on the most important element of product development: the unique needs of your customers.

Learn more at www.lsr.com and follow us on [LinkedIn](#) and Twitter ([@LSResearch](#)).

Table of Contents

Quick Reference of Required Exhibits

1. Federal Communication Commission (FCC) Filing Requirements

FCC Registration Number (FRN)	5
FCC Grantee Code.....	5
FCC ID.....	6
FCC Agent Authorization Letter.....	6
FCC Confidentiality Request Letter.....	6
Theory of Operation/Technical Description.....	7
Block Diagram.....	7
Schematics.....	7
Antenna Datasheets.....	7
Product Photos.....	8
User Manual.....	8
How to Determine if Your Product is Mobile or Portable.....	8
FCC Required User Manual Statements.....	9

2. Industry Canada (IC) Filing Requirements

Canadian Company Number.....	10
IC ID and Model Number.....	10
IC Agency Authorization Letter.....	11
Canadian Representation Attestation Letter.....	11
Acknowledgement of REL Listing Requirements Letter.....	11
Canadian Filing - User Manual Statements.....	12

3. Labelling Requirements

4. Modular Devices

FCC 8-Point Modular Approval Letter.....	15
Limited Modular Approval.....	15
FCC/IC Labelling Requirements for a Module Host.....	16
Modular Devices - Required User Manual Statements.....	16
End Product Labelling.....	17

Notice of TCB/FCC Post-Market Surveillance

Quick Reference of Required Exhibits

FCC Required Exhibits	IC Required Exhibits
<ul style="list-style-type: none"> <input type="checkbox"/> Agent Authorization Form <input type="checkbox"/> Confidentiality Request <input type="checkbox"/> Theory of Operation <input type="checkbox"/> Block Diagram <input type="checkbox"/> Schematics <input type="checkbox"/> External Photos <input type="checkbox"/> Internal Photos <input type="checkbox"/> Label Artwork <input type="checkbox"/> Label Material <input type="checkbox"/> User's Manual 	<ul style="list-style-type: none"> <input type="checkbox"/> Agent Authorization Form <input type="checkbox"/> Confidentiality Request <input type="checkbox"/> Canadian Representation Letter <input type="checkbox"/> REL Listing Letter <input type="checkbox"/> Theory of Operation <input type="checkbox"/> Block Diagram <input type="checkbox"/> Schematics <input type="checkbox"/> External Photos <input type="checkbox"/> Internal Photos <input type="checkbox"/> Label Artwork <input type="checkbox"/> Label Material <input type="checkbox"/> User's Manual

Depending upon the type of filing these documents may be required

Modular Letters
 Antenna Datasheet
 Antenna Design Documentation
 Model Letter – If more than one model number

1. Federal Communication Commission (FCC) Filing Requirements

FCC Registration Number (FRN)

Any persons or company wishing to conduct business with the FCC, must register through the FCC's Commission Registration System (CORES). Once registered, a FCC Registration Number (FRN) will be assigned to the application. This number will be unique to the applicant and identify the applicant in all transaction with the FCC. There is no fee to register with the FCC for a FRN.

Register for an FRN at: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>

Please Note: The FRN is not your FCC ID Number

When registering online, note the FRN account number and password, as it is required for future modifications to the account information.

For further assistance, contact the Commission Registration Systems (CORES) helpdesk at CORES@fcc.gov, or call the toll-free help line: 1-877-480-3201.

FCC Grantee Code

After registering with the FCC for the Federal Registration Number (FRN), the next step is to apply for a FCC Grantee Code. A Grantee Code is assigned to a specific applicant at a specific address, and it the first portion of each FCC Identifier (ID) for devices authorized under the certification procedure ([Title 47 CFR, Section 2.926](#)). This three or five character code is owned by your company and stays with your company as long as you are in business selling wireless devices. Once you own a code, you are not required to purchase another one, unless you have multiple addresses. This code is transferable from product to product.

If you already have a Grantee Code

If you already have a Grantee Code and the information on file with the FCC is correct, you only need to provide us with this information. If the information on file with the FCC is incorrect, Grantee Code changes may be performed at: <https://apps.fcc.gov/eas/ModifyGrantee.do>.

If you do not have a Grantee Code

If your company does not have a Grantee Code, you must apply for one with the FCC. To apply for a Grantee Code go to: <https://apps.fcc.gov/oetcf/eas/index.cfm>. On the left side of the screen under filing options, click on the Grantee Registration link. You will receive a pop-up message notifying you that there is a 30 day period to pay for the Grantee Code once you complete this registration process. During the registration process you will be given a Grantee Code Registration Number. Be certain to write this number down, as you will need it in the future to make any changes to the Grantee Code information on file with the FCC.



Please Note: It is very important to pay for the Grantee Code during this process. If you do not pay for the Grantee Code within 30 days, the code will be removed from the FCC database and/or reassigned to another company. This will cause delays in the filing process, and result in your company having to reapply for a new Grantee Code.



Important Notice Regarding the FRN and Grantee Code

The company address on your FRN and Grantee Code documents must match. If they do not match, delays may occur with your filing. If the addresses are NOT the same, you have two options:

1. Apply for an address change with your existing Grantee Code
2. Apply for a new Grantee Code under the new FRN Address.

Whether your company already has a Grantee Code or has just applied for one, the authorized signatory on file with the FCC for your Grantee Code MUST be the individual signing all of the FCC filing documentation.

FCC ID

The Grantee Code must be obtained from the FCC before you can begin creating the FCC ID number. The FCC ID number consist of a prefix (Grantee Code) and a suffix (product identifier) of up to 14 additional characters. The suffix or product identifier is determined by the applicant and the characters are limited to capital letters (A-Z), digits (0-9) and dashes (-) but no other symbols are allowed.

Example of FCC ID format:

FCC ID: XXX-YYYYYY

or

FCC ID: XXXYYYYYY

In the above example the XXX = the three or five character Grantee Code assigned by the FCC; -YYYYYY or YYYYYY = the product identifier created by the applicant.

A sample label, photograph or drawing will need to be submitted with the other filing exhibits showing the labels location on the product. This will be covered further in the labeling requirements section.

FCC Agent Authorization Letter

This letter must be prepared on the applicant company letterhead and signed by the authorized signatory listed with the FCC for the company. This letter grants permission to appointed individuals to act as agents in submitting the filing paperwork for a designated period of time.

FCC Confidentiality Request Letter

This letter must be prepared on the applicant company letterhead and signed by the authorized signatory listed with the FCC for the company. The exhibits provided to the FCC are accessible by the public on their site. A special request letter must be submitted to FCC for confidentiality to be granted to certain exhibits. Both permanent confidentiality (only specific documents allowed – schematics, block diagrams, parts lists, tune-up procedure, operational/technical description) and short-term confidentiality (certain documents are allowed to be held confidential for a maximum of 180 days as long as device is not being marketed) The documents allowed to be held confidentially in the short-term are as follows: external and internal photos, test photos, block diagrams, schematics, user's manual, parts list, tune-up procedure and operational description. Under short-term confidentiality, you must request an extension before the end of the initially requested time frame if you still require this service, for a total of 180 days. If you market before the requested time frame is over, you must notify the FCC to lift the short-term confidentiality. Please note there is an additional charge for short-term confidentiality.

Theory of Operation/Technical Description

A brief description of the circuit functions of the device along with a statement describing how the device operates. This statement should contain a description of the ground system and antenna, if any, used with the device.

Block Diagram

A block diagram showing the frequency of all oscillators in the device. The signal path and frequency shall be indicated at each block. The tuning range(s) and intermediate frequency(ies) shall be indicated at each block.

Schematics

Schematics and description for ALL circuitry and devices provided for determining and stabilizing frequency, for suppression of spurious radiation, for limiting modulation, and for limiting power. Please ensure that the components and component values are legible on the schematics. If the radio/product has more than one PC board, be sure to title each page.



If LSR designed the radio, the design engineer will provide the Theory of Operation/ Technical Description, Block Diagram, and Schematics for submittal.

Antenna Datasheets

If your product will be using multiple antenna configurations, ALL antennas must be identified and tested, and all technical data sheets should be provided. The product should be designed to ensure that no antenna other than that furnished by the responsible party shall be used with the device. The use of a permanently attached antenna or of an antenna that uses a unique coupling shall be considered sufficient to comply with the provisions of this section. The manufacturer may design the unit so that a broken antenna can be replaced by the user, but the use of a standard antenna jack or electrical connector is prohibited.

PCB – No datasheet required

PCB Wire – Need length and wire gage of antenna with description of how the antenna will be positioned within the product.

Externally Connected Antenna (Direct to PCB) – Need datasheet on external antenna and type of connector utilized.

Externally Connected Antenna (Cable between PCB and Antenna) – Need datasheet on external antenna and length /type of cable used.

Off board Antennas – Will be a combination of all of the above mentioned items depending on the design. Also if there is a trace layout on the host board, wiring diagrams will be required indicating dimensions of the traces and the specific details of the layers of the host board including ground planes and keep-out areas.

Product Photos

External Photos – A sufficient number of photographs to clearly show the exterior appearance, the construction, and show top and bottom of each circuit board. The exterior views shall show the overall appearance, the antenna used with the device (if any) and the controls available to the user.

Internal Photos – photos shall show the component placement on the chassis and the chassis assembly. If components are covered by a shield(s), the cover will need to be removed for photo purposes.



External and internal photos are typically taken by an LSR representative for submittal unless the product is permanently sealed or the applicant requests to provide LSR with the appropriate photos. In the event the product is permanently sealed, the applicant will need to either:

- a) provide an open or unsealed sample to LSR
- b) grant permission to LSR to open the product (this may permanently destroy the product sample)
- c) provide clear images, meeting the photo requirements, to LSR for submittal

User Manual

The user manual provides proof that the product filing is ready for the market and the purchaser of the product has written notification of the current rules. A draft copy of the instructions may be submitted if the actual documentation is not available. The actual documentation shall be furnished when it becomes available.

Some user manuals may be very long and others may be a single sheet of instructions. There are differences in user manual requirements for product and module certifications. Product manuals will provide instructions on the operation of the device and its capabilities. Module manuals need to include information on the characteristics and functionality of the radio. The key component to the user manual is the compliance statements regarding modifications, labelling and RF exposure. These statements also vary depending upon if the device is Mobile or Portable.

How to Determine if Your Product is Mobile or Portable

Mobile - A mobile device is defined as a transmitting device designed to be used in other than fixed locations and to generally be used in such a way that a separation distance of at least 20 centimeters is normally maintained between the transmitter's radiating structure(s) and the body of the user or nearby persons. In this context, the term "fixed location" means that the device is physically secured at one location and is not able to be easily moved to another location. Transmitting devices designed to be used by consumers or workers that can be easily re-located, such as wireless devices associated with a personal computer, are considered to be mobile devices if they meet the 20 centimeter separation requirement.

Portable – A portable device is defined as a transmitting device designed to be used so that the radiating structures of the device is/are within 20cm of the body of the user.

In some cases, the potential conditions of use of a device may not allow for easy classification of that device as either Mobile or Portable. In these instances, applicants are responsible for determining minimum distances for compliance for the intended use and installation for the device based on evaluation of field strength, power density, or specific absorption rate (SAR).

FCC Required User Manual Statements

Compliance Statement (Part 15.19)

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- 1. This device may not cause harmful interference, and*
- 2. This device must accept any interference received, including interference that may cause undesired operation.*

Warning (Part 15.21)

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC Interference Statement (Part 15.105 (b))

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.*
- Increase the separation between the equipment and receiver.*
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.*
- Consult the dealer or an experienced radio/TV technician for help.*

In addition to the above FCC statements depending upon if your device is Mobile or Portable, you will need to include the applicable statement from below.

If your product is an INDOOR Mobile Radio, add the following statement:

To comply with FCC/IC RF exposure limits for general population / uncontrolled exposure, the antenna(s) used for this transmitter must be installed to provide a separation distance of at least 20 cm from all persons and must not be co-located or operating in conjunction with any other antenna or transmitter.

If your product is an OUTDOOR Mobile Radio, add the following statement:

To comply with FCC/IC RF exposure limits for general population / uncontrolled exposure, the antenna(s) used for this transmitter must be installed on outdoor permanent structures to provide a separation distance of at least 20 cm from all persons and must not be co-located or operating in conjunction with any other antenna or transmitter.

If your product is a Portable Radio (NOT REQUIRING SAR TESTING), add the following statement:

This portable transmitter with its antenna complies with FCC/IC RF exposure limits for general population / uncontrolled exposure.

If your product is a Portable Radio (REQUIRING SAR TESTING), add the following statement and provide proper values:

*This portable transmitter with its antenna has shown compliance with FCC's SAR limits for general population / uncontrolled exposure. The maximum listed SAR level is **X.X** W/kg (head) and **X.X** W/kg (body). The antenna used for this device must not be co-located or operating in conjunction with any other antenna or transmitter.*

2. Industry Canada (IC) Filing Requirements

Canadian Company Number

Canada requires a Company Number (CN) assignment, just like the FCC Grantee Code assignment. Unlike the FCC, Industry Canada does not charge a fee for this registration. This number will be the Prefix of your IC number. The Company Number (CN) is assigned to a specific applicant at a specific address. This four or six character number is specific to your company and stays with the company as long as it is in business selling wireless devices. Once you have a Company Number, you are not required to apply for another one, unless you have multiple addresses. This number is transferable from product to product.

If your company has filed with Industry Canada prior to 2003/2004, your company number will need to be updated. You should send an email to the Certification Bureau at Industry Canada explaining you have an older number which needs updating, and request a new number certification.bureau@ic.gc.ca

If your company does not have a Canadian Company Number, you must register your company with Industry Canada and then apply for a Canadian Company Number. To register go to: http://www.ic.gc.ca/eic/site/ceb-bhst.nsf/eng/h_tt00052.html. The second paragraph contains the register link for first time user.

- After you register with Industry Canada, on the screen used to create the account with Industry Canada, there is a link below the 'Forgot your password' box. Click this continue to the E-Filing page.
- You should now be on the E-Filing page. Click on the E-Filing text in the first paragraph. This will take you to a Login in page
- Login using the same information used to register with Industry Canada
- Once you login successfully, it will bring you to a page with three options. Click the Manage Company Information box
- On the Manage Company Number and Information page click the link to Obtain new company number
- The company number will be sent to you via email

IC ID and Model Number

Every radio apparatus certified for marketing and use in Canada shall bear a permanent label on which is indelibly displayed the model number and Industry Canada certification number of the equipment model. When you read an IC number, the FIRST four or six characters or prefix are always your Canadian Company Number, assigned by Industry Canada. The suffix is determined by the applicant and may include up to 11 characters. The characters are limited to capital letters (A-Z), digits (0-9). There MUST be a hyphen inserted between the Company Number and the suffix, but no other symbols are allowed.

Example of IC ID format:

IC: XXXX-YYYYYY

In the above example the XXXX = the four or six character Canadian Company Number assigned by the Industry Canada; -YYYYYY = the suffix created by the applicant.

The model number is assigned by the applicant and shall be unique to each model of radio apparatus under that applicant's responsibility. The model number shall be displayed on the label preceded by the text: "Model:" or "M/N:".

Example of Model Number format:

Model: ABCDEF

or

M/N: ABCDEF



If there is more than one model number for the product, each model number will need to be filed with Industry Canada. There is an additional charge for each model number after the first model. Any changes to the product in the future will need to be done to both models.

A sample label, photograph or drawing will need to be submitted with the other filing exhibits showing the labels location on the product. This will be covered further in the labelling requirements section.

IC Agency Authorization Letter

This letter must be prepared on the applicant company letterhead and signed by the authorized signatory listed with the IC for the company. This letter grants permission to appointed individuals to act as agents in submitting the filing paperwork for a designated period of time.

IC Confidentiality Request Letter

This letter must be prepared on the applicant company letterhead and signed by the authorized signatory listed with IC for the company. A special request letter must be submitted to IC for confidentiality to be granted to certain exhibits. Unlike the FCC, IC does not distinguish between Short Term and Permanent Confidentiality. Any request for confidentiality will be held permanently confidential.

Canadian Representation Attestation Letter

Per Industry Canada document [RSP-100, Section 2.1](#): “The applicant must provide, in writing, the identity of a representative in Canada who is capable of responding to enquiries and who can provide post-certification audit samples at no charge to Industry Canada.”

A “Company Representative” must be provided as a point of contact for Industry Canada. If your company resides in Canada, you may use your own contact information. This representative may an employee, agent, sales representative, or distributor and the address provided must be a Canadian Address.

The Canadian Representative must be registered with Industry Canada and have a valid ‘Company Number’.

A Canadian Representative Agreement Letter must be completed on the Canadian Representative’s company letterhead and signed by the authorized signatory on file with Industry Canada. This document is part of the filing documentation package that will be sent to you.

Acknowledgement of REL Listing Requirements Letter

This letter must be prepared on the applicant company letterhead and signed by the authorized signatory listed with the IC for the company. This letter acknowledges that the information provided for the filing may be posted in the Radio Equipment List (REL) on the Department’s Web Site and that the product will not be offered in Canada prior to being listed on the REL site.

http://strategis.ic.gc.ca/cgi-bin/sc_mrksv/spectrum/relelSearch/search.pl?lang=e&db=rel

Canadian Filing - User Manual Statements

In ADDITION to the FCC required statements, if you are filing for a Canadian Grant, the following Canadian statements need to be added to your User Manual.



Please Note: All statements must be in BOTH English and French.

Section 8.4 and 8.3 statement are **ALWAYS** required, however as indicated some portions are not required depending on the type of antenna.

Section 8.4 of RSS-GEN

This Device complies with Industry Canada License-exempt RSS standard(s). Operation is subject to the following two conditions: 1) this device may not cause interference, and 2) this device must accept any interference, including interference that may cause undesired operation of the device.

Section 8.3 of RSS-GEN

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

User manuals for transmitters equipped with detachable antennas shall also contain the following notice in a conspicuous location:

This radio transmitter (identify the device by certification number, or model number if (Category II) has been approved by Industry Canada to operate with the antenna types listed below with the maximum permissible gain and required antenna impedance for each antenna type indicated. Antenna types not included in this list, having a gain greater than the maximum gain indicated for that type, are strictly prohibited for use with this device.

This device has been designed to operate with the antenna(s) listed below, and having a maximum gain of {x} dB. Antennas not included in this list or having a gain greater than {x} dB are strictly prohibited for use with this device. The required antenna impedance is {y} ohms.

(Please provide proper values of **x** and **y** to comply with this standard)



In your user manual, be sure to include ALL applicable antennas in the above statement.

3. Labelling Requirements

A photo or drawing clearly showing the identification label (you must be able to see the FCC ID/IC number), and the location on the device.

Information to be included on the label:

The term “FCC ID:” must be included prior to the ID number and all must be contained on one line and legible (it is recommended that the type be 6-point or larger).

If product is larger than “palm-sized” (or 8x10cm), the statement according to Section 15.19 (a) must be included on label (15.19 (a) (1) or (2) or 3) depending on device).

If product is smaller than “palm-sized” (or 8x10cm), the required statement may be included in the User’s Guide/Owner’s Manual.

If filing with Industry Canada, the term “IC:” must be included prior to the ID number and the term “Model:” or “M/N:” before the model number.



Sample ID Label (smaller than palm of hand)



Sample ID Label (larger than palm of hand)

Label Location

The label cannot be located on a removable part, such as a battery cover. The nameplate or label shall be permanently affixed to the equipment and shall be readily visible to the consumer at the time of purchase. As used here, permanently affixed means that the required nameplate data is etched, engraved, stamped, indelibly printed or otherwise permanently marked on a permanently attached part of the equipment enclosure. Alternatively, the required information may be permanently marked on a nameplate of metal, plastic or other material fastened to the equipment enclosure by welding, riveting, etc., or with a permanent adhesive. Such a nameplate must be able to last the expected lifetime of the equipment in the environment in which the equipment will be operated, and must not be readily detachable.

Label Material

In addition, information regarding the label material and method of permanent attachment to the product should be supplied, i.e. the label must not be paper, and the ink and label material must be a quality and type that must last the life of the device. Please provide a Technical Data Sheet that describes your Label's technical characteristics. Technical Data Sheets are readily available from the supplier of your label.

4. Modular Devices

In addition to the standard radio filing paperwork, modular devices require additional documentation and user manual statements in order to receive approval with FCC and/or Industry Canada.

FCC 8-Point Modular Approval Letter

In order to obtain a full modular transmitter approval, a cover letter requesting modular approval must be submitted and the numbered requirements identified below must be addressed in the application for equipment authorization.

The eight criteria for Modular Approval (15.212) are:

1. Transmitter must have its own shield
2. Must have buffered modulation/data inputs
3. Must have power supply regulation
4. Must meet Part 15 antenna requirements
5. Must be tested in a stand-alone configuration
6. Must be labeled with the FCC ID
7. Must meet its own FCC rule part
8. Must meet RF Exposure requirements

IC Modular Approval Checklist: The eight technical criteria are very similar to the FCC 15.212. A cover letter will need to be provided to Industry Canada showing the radio meetings the requirements of [RSS-GEN Section 7.3](#). LSR will provide a checklist letter template if applicable.

Limited Modular Approval

If compliance with one or more of the requirements stated cannot be demonstrated, applicants may be granted a “Limited Modular Approval” (LMA). This will be issued in those instances where applicants can demonstrate that they will retain control over the final installation of the device, such that compliance of the end product is assured. In such a case, an operating condition on the LMA for the module would state that the module is only approved for use when installed in devices produced by a specific manufacturer, typically the applicant. If LMA is sought, the application for equipment approval must make this fact clear. It must also specifically state how control of the end product into which the module will be installed, will be maintained, such that full compliance of the end product is always ensured. Limited modules must be tested in a typical host device, especially if no shield is installed. An LMA is literally limited to a specific host or a group of similar hosts. If other dissimilar hosts are used, then it must be tested in those as well.

LSR will provide a modular or limited modular approval document template for you to complete. If you are seeking a Grant of Authorization for a Radio Module, the eight requirements identified in the Public Notice below must be addressed and defined in a “Letter to the FCC”. Original FCC published document may be found by clicking on the following link: http://www.fcc.gov/Bureaus/Engineering_Technology/Public_Notices/2000/da001407.doc

More information can also be found in the ‘Transmitter Module Equipment Authorization Guide’: [KDB 996369](#):

FCC/IC Labelling Requirements for a Module Host

If your radio is filed as a Module, and the Module is used inside of a case that prevents the end user from viewing the ID Numbers, then an additional/separate ID Label must be applied to the outside of the case for viewing. The outside label should then contain the following information:

“Contains Transmitter Module FCC ID: (insert your FCC ID #)”

Or

“Contains FCC ID: (insert your FCC ID #)”

Also include the Industry Canada ID number if the module is certified in Canada

“Contains Transmitter Module IC: (insert your IC #)”

Or

“Contains IC: (insert your IC #)”



Sample Host Label

Modular Devices - Required User Manual Statements

In addition to the statements for Mobile/Portable applications and Industry Canada, the following information needs to also be put in the User Manual for modules.

OEM Responsibilities to comply with FCC and Industry Canada Regulations

The (your product name) Module has been certified for integration into products only by OEM integrators under the following conditions:

1. The antenna(s) must be installed such that a minimum separation distance of 20cm is maintained between the radiator (antenna) and all persons at all times.
2. The transmitter module must not be co-located or operating in conjunction with any other antenna or transmitter.

As long as the two conditions above are met, further transmitter testing will not be required. However, the OEM integrator is still responsible for testing their end-product for any additional compliance requirements required with this module installed (for example, digital device emissions, PC peripheral requirements, etc.).

IMPORTANT NOTE: In the event that these conditions cannot be met (for certain configurations or co-location with another transmitter), then the FCC and Industry Canada authorizations are no longer considered valid and the FCC ID and IC Certification Number cannot be used on the final product. In these circumstances, the OEM integrator will be responsible for re-evaluating the end product (including the transmitter) and obtaining a separate FCC and Industry Canada authorization.

End Product Labelling

The *(your product name)* Module is labeled with its own FCC ID and IC Certification Number. If the FCC ID and IC Certification Number are not visible when the module is installed inside another device, then the outside of the device into which the module is installed must also display a label referring to the enclosed module. In that case, the final end product must be labeled in a visible area with the following:

"Contains Transmitter Module FCC ID: (insert your FCC ID #)"

"Contains Transmitter Module IC: (insert your IC #)"

Or

"Contains FCC ID: (insert your FCC ID #)"

"Contains IC: (insert your IC #)"

The OEM of the *(your product name)* Module must only use the approved antenna(s) listed above, which have been certified with this module. The OEM integrator has to be aware not to provide information to the end user regarding how to install or remove this RF module or change RF related parameters in the user manual of the end product.

The user manual for the end product must also include the following information in a prominent location:

"To comply with FCC and Industry Canada RF radiation exposure limits for general population, the antenna(s) used for this transmitter must be installed such that a minimum separation distance of 20cm is maintained between the radiator (antenna) and all persons at all times and must not be co-located or operating in conjunction with any other antenna or transmitter."

NOTICE OF TCB/FCC POST-MARKET SURVEILLANCE REQUIREMENTS

YOU WILL NEED TO KEEP AT LEAST ONE SAMPLE OF YOUR CERTIFIED PRODUCT FOR POST-GRANT SURVEILLANCE BY THE FCC, IC OR TCB.

Failure to provide a sample, if requested by the TCB or FCC, may result in your Grantee Code being blocked, and the FCC ID number for your product may be deleted from the FCC Database. Similar results may be imposed by Industry Canada.