



**PROCEDURE FOR DESIGNATING  
DOMESTIC TESTING LAB FOR TESTING  
OF CONDITIONAL ACCESS SYSTEM  
(CAS) AND SUBSCRIBER  
MANAGEMENT SYSTEM (SMS)**

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**TELECOMMUNICATION ENGINEERING CENTRE  
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# PROCEDURE FOR DESIGNATING DOMESTIC TESTING LAB FOR TESTING OF CONDITIONAL ACCESS SYSTEM (CAS) AND SUBSCRIBER MANAGEMENT SYSTEM (SMS)

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# PROCEDURE FOR DESIGNATING DOMESTIC TESTING LAB

## 1.0 INTRODUCTION

**1.1** TRAI designated Telecommunication Engineering Centre (TEC) DoT as the Testing and Certification Agency for Conditional Access System (CAS) and Subscriber Management System (SMS) used for Broadcasting and Cable TV services as per order dated 21-09-2021.

**1.2** Telecommunication Engineering Centre (TEC) under the Department of Telecommunications (DoT) designates domestic testing LABs for testing of Conditional Access System (CAS) and Subscriber Management System (SMS) as specified in Schedule-IX of Telecom Regulatory Authority of India (TRAI) Notification dated 11-06-2021 and TEC Test Guide Nos. TEC 57015:2022 and TEC 57025:2022 respectively.

**1.3** This document outlines the procedure to be followed and details the conditions and requirements to be fulfilled by the domestic testing LABs seeking designation to perform testing of Conditional Access System (CAS) and Subscriber Management System (SMS).

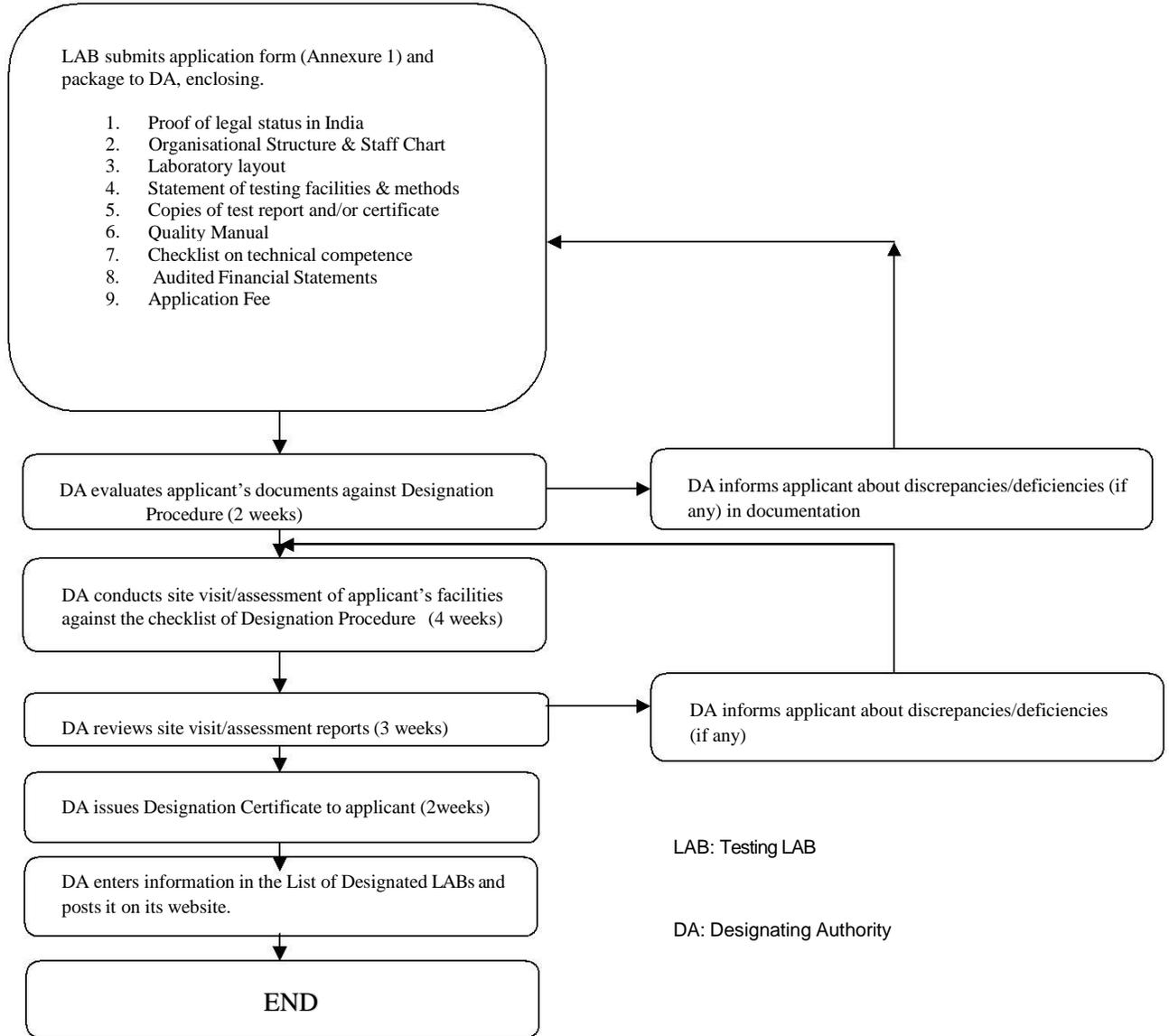
## 2.0 REFERENCES

- 2.1** ISO/IEC Guide 2:2004 or its latest version: Standardization and related activities – General vocabulary.
- 2.2** ISO/IEC 17025:2005 or its latest version: General requirements for the competence of testing and calibration laboratories.

## 3.0 DEFINITIONS

- 3.1** *Domestic Testing LAB or Testing LAB or LAB* means a body that conducts testing of Conditional Access System (CAS) and Subscriber Management System (SMS) as specified in Schedule-IX of Telecom Regulatory Authority of India (TRAI) Notification dated 11-06-2021 and TEC Test Guide Nos. TEC 57015:2022 and TEC 57025:2022 respectively.
- 3.2** *Designating Authority (DA)* means the authority to designate, monitor, suspend or withdraw designation of *Domestic Testing LAB* to conduct testing of Conditional Access System (CAS) and Subscriber Management System (SMS).
- 3.3** *Designation* means the authorisation by DA to a LAB to undertake testing of Conditional Access System (CAS) and Subscriber Management System (SMS).

## 4.0 CONCEPTUAL PROCEDURE OF DESIGNATION



Schematic Diagram of the Process for Designation of LABs

## **5.0 DESIGNATING AUTHORITY**

**5.1** TEC is the Designating Authority (DA) for designating domestic testing LABs in India, for testing of Conditional Access System (CAS) and Subscriber Management System (SMS) as specified in Schedule-IX of Telecom Regulatory Authority of India (TRAI) Notification dated 11-06-2021 and TEC Test Guide Nos. TEC 57015:2022 and TEC 57025:2022 respectively.

## **6.0 SCOPE OF DESIGNATION**

6.1 Application for designation is open to any Testing LAB which conducts its business in India. The scope of designation by DA is limited to the scope for testing of Conditional Access System (CAS) and Subscriber Management System (SMS) as specified in Schedule-IX of Telecom Regulatory Authority of India (TRAI) Notification dated 11-06-2021 and TEC Test Guide Nos. TEC 57015:2022 and TEC 57025:2022 respectively.

6.2 In case of revision of Schedule-IX of Telecom Regulatory Authority of India and TEC's Test Guides during the validity of designation, The DA may conduct a site visit to ascertain the compliance to the corresponding revised Schedule-IX and Test Guides for incremental tests. The validity of the designation would remain unchanged.

6.3 The scope of testing and certification shall be limited to core-testing capabilities, knowledge and expertise in evaluating test data and reports, on the conformance to stipulated requirements as detailed in Annexure 3.

## **7.0 ELIGIBILITY**

7.1 To be eligible for designation as Domestic Testing LAB, the applicant shall

- a. be an entity legally identifiable and located in India;
- b. have expert knowledge of all the applicable technical, administrative, and regulatory requirements for the equipment.
- c. have sufficient capital and financial resources to maintain viable operations as a LAB.
- d. have the knowledge, capability, technical competence and equipment to perform the tests for conformity to stipulated requirements for the equipment.
- e. have no interest whatsoever in any business to test any product or carry on testing in an unfair or biased manner, for which it seeking designation
- f. provide all desired information or documents as required by DA.

## **8.0 APPLICATION FOR DESIGNATION**

8.1 Duly filled Application Package (Annexure1) for designation should be sent to

DDG (C&B),  
Telecommunication Engineering Centre,  
Gate No. 5, Khurshid Lal Bhavan, Janpath, New Delhi-110001.

## 8.2 Application Package for Designation of Domestic Testing LAB includes

- a. Documents showing proof as an identifiable legal entity in India.
- b. Organisational Structure and Staffing Chart.
- c. Laboratory Layout.
- d. Details of capability and technical competence for testing each stipulated requirement for the equipment.
- e. Sample copy of test report(s) to be issued.
- f. Quality Manual.
- g. Compliance to checklist (Annexure 3) to show that the LAB meets the stipulated requirements for designation.
- h. Audited financial statements
  - (a) For firms incorporated less than 2 years- Document(s) establishing sound financial health such as bank certified statement and available financial audited statement. Authority may ask for providing additional document(s) to established financial health of testing agency/lab.
  - (b) For firms incorporated more than 2 years but less than 4 years- Audited financial statements from the date of incorporation.
  - (c) For firms incorporated 4 years or more- Audited financial statements for last 3 years.
- i. Non-refundable fee of Rs. 1,00,000/- to be paid online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi” for designation or fees specified by DA time to time.

## 9.0 APPROVAL

9.1 The steps involved in designation are enlisted in the Schematic Diagram of the Process for Designation of LABs.

9.2 Applicant shall make necessary arrangements for DA’s authorised representatives for their visit to his laboratories or premises for assessment.

9.3 After completion of assessment, Designation Certificate will be issued if DA is satisfied that the applicant complies with the stipulated requirements.

9.4 Designation by DA does not imply the acceptance by DA of any responsibility for the services provided by the Designated LAB.

9.5 Time schedules indicated for various activities are indicative only and shall not be considered as a matter of rule or right for the applicant. They shall not be binding on DA, as time taken in completion of various processes depends upon nature and circumstances of the case.

9.6 Designation shall be valid for a period of three (3) years. Application for renewal as

per Annexure-4 can be submitted within 180 days but not later than 60 days before the expiry of the certificate.

Suspended or withdrawn designation shall NOT be renewed during the suspended or withdrawn period. However, the process of renewal may be initiated in the suspended/withdrawn period. The fee for renewal shall be Rs. 10,000/- for each test guide or fees specified by DA time to time. The fee for renewal is to be paid online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi”.

## **10.0 OBLIGATIONS OF DESIGNATED LAB**

10.1 It shall follow the stipulated procedures, rules and policies laid down by DA for testing and evaluation.

10.2 It shall fully indemnify DA from and against all liabilities, damages, claims, costs, and expenses incurred or sustained by DA as a result of any action taken or omitted by DA relating to the process of designation.

10.3 It shall comply with DA’s terms and conditions for designation and recognition as modified from time to time.

10.4 It shall have a record system which shall have a retention period of at least 5 years for documents related to the equipment testing. It shall maintain all the relevant documents including list of products submitted for testing, product-wise testing and evaluation reports. These documents shall be produced before the DA within seven days, as and when required.

10.5 If during post-testing surveillance of tested equipment, it comes to know that the equipment no longer complies with the stipulated requirements, it shall immediately notify the concerned applicant, DA. It shall also provide a follow- up report within thirty days of the action taken by the concerned applicant, to rectify the situation.

10.6 It shall notify the DA in writing of occurrence of any of the following incidence within 2 weeks of its occurrence

- a. cessation of its business of conformity assessment for which it is Designated.
- b. changes in its legal, commercial, or organisational status
- c. changes which may affect continuing compliance with any of the criteria or requirement specified by DA.
- d. change of premises

10.7 It shall provide access to DA’s authorised representative in its laboratory or other premises to allow him to observe and assess the testing procedures. The LAB shall bear all reasonable costs and expenses incurred by DA’s representative on this account.

## **11.0 REFERENCE TO DESIGNATION STATUS**

11.1 Designated LAB may advertise their designation status.

11.2 The advertisement should not imply, or otherwise suggest that DA has endorsed the product or imply that the designated LAB is an agent or representative of DA.

11.3 LABs whose designations have been suspended or withdrawn for any reason, shall discontinue advertisement of their designated status and not make any misleading statements regarding their designation status.

## **12.0 POST-DESIGNATION SURVEILLANCE**

12.1 As and when required, DA shall conduct surveillance assessments and other non-routine assessments on the Designated LABs to ensure that standards of practices are maintained as well as to investigate complaints made against them.

## **13.0 SUSPENSION OR WITHDRAWAL OF DESIGNATION**

13.1 DA shall suspend or withdraw the designation of a LAB if

- a. It is found that the LAB is not complying with the stipulated criteria or requirements.
- b. It is guilty of any offence involving fraud or dishonesty.
- c. DA concludes that there is a just cause for withdrawing the designation.

13.2 A LAB whose designation has been suspended or withdrawn shall be removed from the list of designated LABs, in case it fails to take corrective measures.

13.3 DA shall keep the designation of a Designated LAB under suspension, until the completion of formal review process.

## **14.0 AMENDMENT TO THE PROCEDURE**

14.1 DA reserves the rights to amend the procedure, as and when required, for the purpose of streamlining designation process.

## ANNEXURE 1 - APPLICATION FOR DESIGNATION OF LAB

1.0 Please submit the form to DDG (C&B), Telecommunication Engineering Centre, Khurshid Lal Bhavan, Janpath, New Delhi-110001, India together with the following documents

- a. Documentary proof as an entity legally identifiable and located in India
- b. Organisational Structure and Staffing Chart;
- c. Laboratory Layout;
- d. Statement of testing facilities and test methods to be used for testing.
- e. Sample copy of the test reports and/or certificates
- f. Quality Manual
- g. Checklist on technical competence
- h. Relevant audited financial statements as per clause 8.2(h), including past claims on LAB arising from its operations, if any;
- i. Application processing fee submission receipt as per clause 8.2(i).

2.0 Payment should be made online through Non Tax Receipt Portal (NTRP) of Govt. of India to “TEC, New Delhi”. The application-processing fee is not refundable.

Form

Applicant's Name & Address:		Contact Name & Designation:
Telephone No:	Facsimile No:	E-Mail Address:

LAB's Name & Address
----------------------

Test Guide(s) for which designation is sought:		
Sl. No.	Test Guide Name	Test Guide Number

<p><b>Agreement:</b> The Applicant agrees to</p> <ol style="list-style-type: none"> <li>a. Fulfil all conditions and meet all requirements in accordance with the procedures given under the Procedure for designating domestic testing LAB for testing of Conditional Access System (CAS) and Subscriber Management System (SMS), and</li> <li>b. Indemnify TEC, India, from and against all liabilities, damages, claims, cost and expenses incurred or sustained by TEC, India, as a result of any action taken by TEC, India, relating to the designation as LAB.</li> </ol>
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Applicant's Signature & Date  
Name and Designation  
Company's Stamp

**ANNEXURE 2 - TEC Test Guide Nos. TEC 57015:2022 and TEC 57025:2022**

As available on TEC website [www.tec.gov.in](http://www.tec.gov.in)

### **ANNEXURE 3 - CHECKLIST FOR TECHNICAL COMPETENCE OF LAB**

Whether the LAB

- a. has the test guide for Conditional Access System (CAS), No. TEC 57015:2022 and Subscriber Management System (SMS), No. TEC 57025:2022.
- b. has all the testing equipments required for assessing conformance to the test guide for Conditional Access System (CAS), No. TEC 57015:2022 and Subscriber Management System (SMS), No. TEC 57025:2022.
- c. has the requisite technical staff in testing laboratory with sufficient knowledge about the operation of test equipment, test setup and test procedure to conduct various tests relevant to the test guide against which Designation is requested.

## ANNEXURE 4– APPLICATION FOR RENEWAL OF DESIGNATION OF LAB

1.1 Please submit the form to DDG (C&B), Telecommunication Engineering Centre, KhurshidLalBhavan, Janpath, New Delhi-110001, India together with the following documents -

- (i) An affidavit by the LAB that it continues to conform to the TEC’s test guide for Conditional Access System (CAS), No. TEC 57015:2022 and Subscriber Management System (SMS), No. TEC 57025:2022 against which renewal is sought.
- (ii) Organisational Structure and Staffing Chart;
- (iii) Laboratory Layout (if any change in earlier submitted).
- (iv) Statement of testing facilities and test methods to be used for testing.
- (v) Quality Manual (if any change in earlier submitted).
- (vi) Relevant audited financial statements for the last 3 years, including past claims on LAB arising from its operations, if any;
- (vii) Application processing fee submission receipt as per clause 9.6.

2.0 Payment should be made online through Non Tax Receipt Portal (NTRP) of Govt. of India to TEC, New Delhi”. The application-processing fee is not refundable.

### Form

Applicant’s Name & Address:		Contact Name & Designation:
Telephone No:	Facsimile No:	E-Mail Address:

LAB’s Name & Address
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TEC Certificate details which is to be renewed -			
Certificate No	Date of issue	Valid up to	Test Guide(s)

Test Guide(s) for which designation is sought:		
Sl. No.	Test Guide Name	Test Guide Number

**Agreement:** The Applicant agrees to

- a. Fulfil all conditions and meet all requirements in accordance with the procedures given under the Procedure for designating domestic testing LAB for testing of Conditional Access System (CAS) and Subscriber Management System (SMS), and
- b. Indemnify TEC, India, from and against all liabilities, damages, claims, cost and expenses incurred or sustained by TEC, India, as a result of any action taken by TEC, India, relating to the designation as LAB.

Applicant’s Signature &Date  
Name and Designation  
Company’s Stamp