

Appendix 2

Relevant documents shall be attached to applications for a ship radio station

Item	Business category	Document name	Remarks
1	Installation approval of ship radio station	<ol style="list-style-type: none"> 1. Application for installation approval of ship radio station 2. Specification manual or catalogue of radio components 3. Copy of approved import documents or fishery license or relevant documents approved by the Ministry of Communications; applications for newly-built fishing vessels shall attach a photocopy of the letter regarding approval for construction (including the ship length, tonnage, ship number, Chinese and English ship name, CT number, and operating area) 4. Applications for non-fishing vessels must attach a ship registration (inspection) certificate, a ship's nationality certificate (vessel tonnage certificate) or letter copy of construction approval. 5. Applications for a boat must attach a copy of the boat license; Applications for yacht must attach a copy of the yacht certificate or the yacht verification report for its own use. 6. An overdue ship radio station license or the missing affidavit letter (if the license renewal is overdue) 	Note 1-3
2	Approval of the addition of ship radio station equipment	<ol style="list-style-type: none"> 1. Application for installation approval of ship radio station 2. Radio equipment specifications or catalog 3. Valid ship radio station license 	Note 1-2
3	Inspection of ship radio station	<ol style="list-style-type: none"> 1. Application for ship radio station inspection (not self-managed with a letter of appointment) 2. Installation approval or import approval of the entire ship 3. Applications for fishing vessels must attach a copy of the fishing license or approval letter of construction 4. Applications for non-fishing vessels must attach 	Note 1,3

		<p>a ship inspection certificate , ship nationality certificate (ship tonnage certificate) or a copy of the approval letter of construction (must include the ship length, tonnage and operating sea area)</p> <p>5. Applications for a small boat must be attached with a copy of the boat license; Applications for a yacht must be attached with a copy of the yacht certificate or the verification report of the yacht for self-use (initial inspection)</p>	
4	Issuance of ship radio station license	<p>1. Application for ship radio station inspection (not self-managed with a letter of appointment)</p> <p>2. Applications for fishing vessels must be attached with a fishing license or a copy of the construction letter</p> <p>3. Applications for non-fishing vessels must be attached with copy of ship inspection certificate, the nationality certificate of the ship or the approval letter of construction</p> <p>4. Applications for small boat must be attached with a copy of the boat license, and applications for a yacht must be attached with a copy of the yacht certificate or a copy of the yacht self-use verification report.</p> <p>5. The inspection report shall be attached to those that have passed the inspection by the manufacturer commissioned by NCC or inspection by the China Ship Survey Center commissioned by NCC.</p> <p>6. Safety certificate or safety radio certificate (for ships applicable to the International Convention on the Safety of Life at Sea sailing international routes)</p> <p>7. Approved import documents for the entire ship</p>	Note 1,3
5	Renewal, reissue or remarks changes of the ship radio station license	<p>1. Inspection application for ship radio station (not self-managed with a letter of appointment)</p> <p>2. Self-inspection form for ship radio station renewal</p> <p>3. Applications for Fishing vessels must attach a copy of fishery license</p> <p>4. Applications for non-fishing vessels must attach</p>	Note4,5

		<p>a ship inspection certificate or a copy of the ship nationality certificate</p> <p>5. Applications for small boats must attach a copy of the boat license, and applications for yachts must attach a copy of the yacht self-use certificate.</p> <p>6. Inspection report shall be attached to those that have passed an inspection by the manufacturer commissioned by NCC or inspection by the China Ship Survey Center commissioned by NCC.</p> <p>7. Safety certificate or safety Radio certificate (for ships applicable to the International Convention on the Safety of Life at Sea sailing international routes)</p> <p>8. The original license of the ship radio station or the missing affidavit letter (if the license renewal is overdue)</p>	
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Note :

1. The attached copies must be stamped with the company size stamp, organizational seal or signature (signature) according to the applicant.
2. Those that have been installed abroad and have completed the inspection, or the ship radio walkie-talkie has passed the inspection, shall be exempt from applying for installation approval.
3. The copy of the verification report of the yacht for self-use must be within three months of the completion date of the inspection.
4. Only ship radio walkie-talkies or hand-held two-way UHF radio telephone stations with an output power of less than ten watts may be exempt from inspection and renewal.
5. The self-inspection checklist for the renewal of the ship radio station is only applicable to ships sailing outside of international routes and not ocean-going fishing vessels; those who change radio equipment are not applicable.