**Application for a licence for establishing and operating an earth station and radar**

This document is used to apply to the Finnish Transport and Communications Agency Traficom for a licence referred to in the Act on Earth Stations and Certain Radars (96/2023).

The application process for a licence for establishing and operating an earth station and radar is described in more detail in the guideline Traficom/17293/12.03.09/2023.

**1. APPLICANT (OPERATOR)**

|  |  |
| --- | --- |
| Applicant’s name | |
| Click or tap here to enter text. | |
| Business ID/personal identity code | Nationality or registration state |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Postal address  Click or tap here to enter text. | Postal code and office |
|  | Click or tap here to enter text. |
| Street address (and municipality)  Click or tap here to enter text. | Email address  Click or tap here to enter text. |
| Contact person  Click or tap here to enter text. | Telephone number  Click or tap here to enter text. |
| Invoicing address or e-invoice address (operator number for the e-invoice) | |
| Click or tap here to enter text. | |
| Applicant type  Authority  University or educational/research institution | Company  Other, please specify:  Click or tap here to enter text. |

**2. REQUESTED LICENCE**

|  |  |
| --- | --- |
| The applicant is applying for a licence to  establish an earth station  *and/or*  operate an earth station | establish a radar  *and/or*  operate a radar |

**3. APPLICATION TYPE**

|  |  |
| --- | --- |
| New application | Modification of licence |
| Renewal of licence  Number of the valid licence: | Cancellation of licence  Click or tap here to enter text. |

**4. DURATION OF THE LICENCE APPLIED FOR**

|  |  |
| --- | --- |
| Period of validity of the licence applied for (estimated duration of activities, max. 10 years): start and end date | |
| Starts: Click or tap to enter a date. | Ends: Click or tap to enter a date. |

**5. DESCRIPTION OF ACTIVITIES**

|  |  |
| --- | --- |
| Intended location of activities |  |
| Finnish territory | Vehicle registered in Finland |
| Vessel registered in Finland |  |
| Vehicle or vessel registration number: Click or tap here to enter text. | |
| Nature of activities  Commercial activity  Educational activity | Research  Other, please specify:  Click or tap here to enter text. |
| General description of activities  Click or tap here to enter text. | |
| Service type |  |
| Data transmission  Satellite command links  Broadcast transmission links  Satellite broadband/telecommunications service | Reception and distribution of remote sensing data  Utilisation of satellite navigation signals  Other, please specify:  Click or tap here to enter text. |
| Locations of activities and services (antennas, operations centre and other services)  Click or tap here to enter text. | |
| Location of the operations centre:  Latitude  Click or tap here to enter text. | Longitude  Click or tap here to enter text. |
| Location of the antenna(s):  Latitude  Click or tap here to enter text. | Longitude  Click or tap here to enter text. |

**6. TECHNICAL SPECIFICATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of equipment | |  | | |
| Receiving earth station  Transmitting earth station | | Receiving radar  Transmitting radar | | |
| General description of equipment  Click or tap here to enter text. | | | | |
| Earth station or radar height  Click or tap here to enter text. | | Antenna size  Click or tap here to enter text. | | |
| Technical specification of the equipment and its properties  Click or tap here to enter text. | | | | |
| Device | Manufacturer/model | Number | Power | Frequency band |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Satellites or other space objects the equipment communicates with  Click or tap here to enter text. | | | | |

**7. GRANTED OR APPLIED RADIO LICENCE**

|  |  |
| --- | --- |
| The transmitting earth station or radar has been |  |
| granted a radio licence | Licence number: Click or tap here to enter text. |
| applied a radio licence | Application submission date:  Click or tap to enter a date. |

**8. PROCEDURES TO KNOW THE CUSTOMERS**

|  |  |
| --- | --- |
| The operator has established procedures to know its customers | |
| Yes | No |
| Customers are identified when the customer relationship is established or when an individual service request is made | |
| Yes | No |
| Customers’ contact information, industry and business activities are known | |
| Yes | No |
| Customers’ key personnel are known | |
| Yes | No |
| Grounds for using the operator’s services and earth station data are known | |
| Yes | No |
| The accuracy of personal data is verified from a reliable and independent source | |
| Yes | No |
| The applicant provides appendices that describe the procedures used to know the customers and their organizational implementation | |
| Yes | No |

**9. CUSTOMER GROUPS AND CUSTOMERS**

|  |  |
| --- | --- |
| The service is provided for |  |
| Research | Commercial activity |
| Authority duties | Other, please specify:  Click or tap here to enter text. |
| Target customer groups  Public administration operators | Satellite launchers |
| Remote sensing operators | Research and educational operators |
| The operator has existing customer relationships | |
| Yes | No |
| Number of customers  Click or tap here to enter text. | Customer industry  Click or tap here to enter text. |
| The operator attaches a list of its current customers | |
| Yes | No |

**10. RELIABILITY EVALUATION**

|  |  |
| --- | --- |
| The applicant attaches a list and information of the persons in charge to the application.  The applicant confirms that the persons in charge listed are aware of the statutory reliability evaluation conducted by the Finnish Transport and Communications Agency. | |
| Yes | No |
| If the operator is a legal person, the reliability requirement also applies to the managing director and their deputy, members and deputy members of the board of directors, members and deputy members of the supervisory board and an equivalent body, active partners, and other members of top management. The requirement also applies to the owners of the legal person operating the earth station or radar who hold at least 10% of the ownership or voting rights in the company.  The reliability evaluation does not apply to authorities referred to in the Act 96/2023. | |

**11. COMPLIANCE WITH THE SECURITY REQUIREMENTS**

|  |
| --- |
| **11.1 Risk management**  Please describe how the risks related to the security of the operator’s earth station/radar and the related activities are managed and how these risks are set in proportion to the operator’s operational risks.  Click or tap here to enter text. |
| **11.2 Security of data processing and protection against external interference and information security threats**  Please describe how the security of the transmission and reception of earth station data and other data processing is ensured and how the earth station or radar is protected against external interference and information security threats.  Click or tap here to enter text. |
| **11.3 Access management and control**  Please describe how access to the physical and information environment of the earth station/radar and the related facilities and equipment is managed and controlled and who have access to these facilities and equipment.  Click or tap here to enter text. |
| **11.4 Detection of information security breaches and threats as well as other system failures and disturbances**  Please describe how possible information security breaches and threats targeting the earth station or radar as well as failures and disturbances that could affect the functionality of the earth station or radar significantly are detected and reported.  Click or tap here to enter text. |
| **11.5 Retention of commands, encryption data and log data**  Please describe how data, including earth station or radar commands, the encryption methods and encryption keys used, command times and routes, as well as other necessary log data, are retained for four years.  Click or tap here to enter text. |
| **11.6 Management of earth station data**  Please describe how earth station data are managed and how and by which means it is ensured that the earth station data are not transmitted for military use to a state subject to an arms embargo issued by the European Union or the United Nations or for any other purpose subject to sanctions imposed by the European Union or the United Nations.  Click or tap here to enter text. |
| **11.7 Ensuring the continuity of activities**  Please describe how the operator ensures the continuity of its activities, manages crises, prepares for recovery from disturbances, and ensures the security of the supply chains for key electronic systems.  Click or tap here to enter text. |
| **11.8 Documentation**  Please describe how the procedures established to manage risks and ensure the security of information systems are documented.  Click or tap here to enter text. |

**12. EARTH STATION DATA**

|  |  |  |  |
| --- | --- | --- | --- |
| Description of the earth station data processed and its content as well as the accuracy and timeliness of the data | | | |
| Click or tap here to enter text. | | | |
| The operator has access to earth station data | | | |
| Yes | | No | |
| Earth station data are encrypted | | | |
| Yes | No | | Partially |
| Description of the encryption of earth station data and the encryption methods | | | |
| Click or tap here to enter text. | | | |

**13. OBLIGATION TO PROVIDE INFORMATION AND INCIDENT REPORTS**

|  |  |
| --- | --- |
| **Obligation to provide information**  Please describe the procedures used to ensure the obligation to provide information is fulfilled (information of changes that could affect the operator’s eligibility for the licence or the terms of the licence, as well as changes in customer relationships and the status of ownership). | |
| Click or tap here to enter text. |  |
| **Security incident reports (notifications)**  Please describe the procedures used to ensure notifications of incidents concerning information security are sent. | |
| Click or tap here to enter text. | |

**14. CONSENT TO ELECTRONIC SERVICE OF DOCUMENTS**

|  |
| --- |
| Agreeing to electronic processing, notification and serving means that any documents, questions and completion requests pertaining to the matter may be submitted electronically. |
| I want to receive documents concerning the matter from the Finnish Transport and Communications Agency |
| as an electronic notification to the email address specified in the application  by post |
|  |

**15. PUBLICITY AND CONFIDENTIALITY OF INFORMATION**

|  |  |
| --- | --- |
| The application and/or its appendices contain confidential information (e.g. trade or business secrets or documents concerning security measures) | |
| Yes | No |
| Confidential information has been indicated in the application and appendices | |
| Yes | No |
| Please provide the grounds for keeping the confidential information secret  Click or tap here to enter text. | |

The Finnish Transport and Communications Agency assesses the publicity and confidentiality status of the information in accordance with the Act on the Openness of Government Activities (621/1999).

**16. ADDITIONAL INFORMATION**

|  |
| --- |
| Click or tap here to enter text. |

**17. APPENDICES**

|  |
| --- |
| Information provided as appendices to the application:  Up-to-date extract from the Trade Register  Power of attorney to represent the applicant  List of the operator’s key persons for the reliability evaluation (last name,  first names, personal identity code/date of birth, country of residence/country of birth, nationality)  For foreign persons, registration documents from the country of origin or country of operations for the reliability evaluation |
| Account of owners: Partnership agreement, limited company’s share register and list of shareholders or list of the members of the cooperative  Other account of ownership and authority (e.g. shareholders’ agreement)  Account of procedures to know the customers  List of customers  Map image indicating the location of the earth station/radar  Accounts of compliance with the security requirements:  Click or tap here to enter text.  Information security plan  Information security certificate |
| Other appendices and accounts:  Click or tap here to enter text. |

**18. DATE AND SIGNATURE**

|  |  |
| --- | --- |
| I certify that the above information is true and correct and I agree to comply with the procedures specified in the application and report any changes concerning them.  I agree to comply with the regulations, provisions and terms concerning earth station and radar operations.  The representative of the applicant is authorised to sign or apply for the licence on behalf of the applicant. | |
| Time and place | Applicant’s signature and name in block letters |
| Click or tap here to enter text. | Click or tap here to enter text. |

**19. SENDING THE APPLICATION**

Send the application to the following address:

**Finnish Transport and Communications Agency**

PO Box 320

00059 TRAFICOM

**kirjaamo@traficom.fi**

cc: **maa-asemat@traficom.fi**

You can find the instructions for sending encrypted messages here: <https://www.traficom.fi/en/traficom/contact-details/sending-secure-email-traficom>

The Finnish Transport and Communications Agency charges a fee pursuant to the valid regulations for the licence application. The application fee will not be returned even if the licence application is cancelled or rejected.

Learn more about the processing of personal data at the Finnish Transport and Communications Agency: <https://www.traficom.fi/en/traficom/privacy-policy>