

SELF-DECLARATION OF OPERATION OF SATELLITE GROUND STATIONS LOCATED AT SVALBARD

Introduction

This document is to be used as self-declaration of satellite ground stations with permission to operate in areas within the jurisdiction of the Governor of Svalbard, and as licensed by the Norwegian Communications Authority (Nkom). For efficiency, it is recommended that this part be made available as a set of forms, one for each satellite, prior to inspection visits to the stations.

The report is to be delivered to Nkom, with copies to the Governor of Svalbard and the Norwegian Defence Research Establishment.

General Information

Station Name: _____
Owner: _____
Operator: _____
Location: _____
Operational since: _____
Reporting period: _____
Date of inspection: _____
Date of previous inspection _____

Requirements

Applicable Documents

- [1] Forskrift 21. april 2017 nr. 493 om etablering, drift og bruk av jordstasjon for satellitt på Svalbard
- [2] Søknad om tillatelse til å etablere, drive, og bruke jordstasjon for satellittkommunikasjon på Svalbard.....
- [3] Tillatelse til å etablere, drive, og bruke jordstasjon for satellittkommunikasjon på Svalbard....

Reporting Requirements

Reporting requirements are stated in Applicable Document [3]. The station is required to report to Nkom every 6 months on which satellites the station has been in contact with, and plans for future changes in such activities.

Log Requirements

According to §9 of Applicable Document [1], the station operator is required to record a log of all satellite contacts. Specifically this includes keeping a log of:

- a) All satellite passes where data is down-linked and up-linked to the station
- b) All antenna pointing commands for each satellite pass where data were recorded or up-linked
- c) All commands up-linked to each satellite

These logs are required to be kept for a minimum of 2 years.

Satellite Contact Reports (one form for each satellite)

General Information

Satellite name: _____

Owner: _____

Operator: _____ Date of approval for contact with this station: _____

Has data been downlinked from this satellite in the reporting period?

Has data been up-linked to this satellite in the reporting period?

Date of first contact in this reporting period:

Date of last contact in this reporting period:

Yes	No

Number of acquired passes for each month in this reporting period:

Jan	Feb	March	April	May	June
July	Aug	Sep	Oct	Nov	Dec

Data Processing

Are any parts of the transmitted data formatted to bytes, records and files on standard computer systems?

Yes	No

If yes, provide details:

Off-site Data Delivery:

Destination(s):

Data link: Bandwidth:

Description:

Encryption:

Off-line:

Description of Down-link Operations

Description of Up-link Operations

Activity Logging

Representative of the Station
