

COMMERCIAL COC FOR ALREADY TYPE APPROVED IMEI BASED DEVICES

1. Applicants seeking a Certificate of Compliance (CoC) for import of mobile devices will apply through the PTA DIRBS online portal, accessible at dirbs.pta.gov.pk/drs. The applicant shall upload/provide all required documents and information as specified on the portal and highlighted below:
 - a. Shipments details:

Shipment Originated from, Shipment Reached To (Port of entry), Shipment reference / VIR Number, Enter shipment reference (Maximum 20 characters), ||, Airway Bill / Shipment Arrival Time, Commercial invoice.). It may be noted that details w.r.t MAWB (Master Airway Bill), HAWB (House Airway Bill) must be the **Same as provided in customs/WeBOC, including special characters/spaces (-, * . etc.), to avoid any complication in issuance of CoC/clearance of goods.**
 - b. Device Details:

GSMA TAC, Brand, Model, Model name, Commercial Invoice number, HS Code, No of SIM slot(s), Device Quantity

Note: HS code entered by applicant is transmitted on As Is basis and is validated by FBR Weboc directly under FBR procedures. In case your application is rejected by WeBOC on the base of HS Code mismatch, it is the responsibility of the applicant to resolve the issue with WeBOC FBR for issuance of COC
 - c. Attachments:
 - i. IMEI file (CSV format). Note: IMEI duplication check is conducted on first 14 digits.
 - ii. Commercial Invoice Copy
 - iii. HAWB (House Airway Bill)
2. After submission, the DIRBS will verify all IMEIs provided in the application to confirm whether they belong to **type-approved models including hardware, specification e.g. ROM/RAM etc., moreover, IMEIs are not reported as stolen, duplicated, or cloned.** Following this verification, the COC will be transmitted to FBR's WeBOC system for further processing. The applicant will log in to his/her WeBOC account to complete the necessary procedures with FBR/Customs. The whitelisting of device IMEIs in DIRBS will be carried out after device sample verification by PTA in accordance with the procedure prescribed by the Authority from time to time. **In case of any violation/anomalies observed in the cleared shipment, Authority reserves the right to not whitelist the associated IMEIs.**
3. The process flow is listed below.
 - a. **Sign-Up for Commercial DIRBS Account:**
 1. Visit <https://dirbs.pta.gov.pk/drs/auth/login>.
 2. Click on "Sign-Up" and select "Commercial."
 3. Enter the required credentials for account registration.
 4. Email **commercialnoc@pta.gov.pk** for account activation in the prescribed format attached at **Annex-A**.
 5. Upon verification, the account is activated.
 - b. **Application Submission:**
 1. Apply via the PTA DIRBS online portal at dirbs.pta.gov.pk/drs.
 2. Upload all required documents and information as listed on the portal.

3. Undertaking shall be submitted along-with application. The content of undertaking is attached at Annex-B. Undertaking shall be submitted via online portal or prescribed medium by the Authority.
- c. Administrative Charges (Effective after the approval of the Authority):**
1. Applicants shall submit administrative charges based on the device quantity. Charges will be shared upon approval of the Authority.
- d. Application Verification:**
1. DIRBS verifies IMEI numbers to ensure compliance with type-approved models and checks for stolen, duplicated, or cloned status.
 2. Verified applications are forwarded electronically to the FBR WeBOC system.
 3. DIRBS shall issue Certificate of Compliance (CoC) for the submitted application and accordingly customs will release the device(s) after completion of their codal and legal formalities.
- e. FBR/Customs Processing:**
1. Applicant logs into their FBR WeBOC account to complete FBR/Customs processes.
- f. Sample submission/verification:**
2. After FBR/Customs clearance, DIRBS will generate an email to the applicant, requesting submission of a sample device(s) by identifying IMEIs of the device for each model.
 3. The applicant shall provide the sample device(s), along with a cover letter, to PTA within 15 days of shipment clearance.
- g. Whitelisting of IMEIs:**
1. Whitelisting of corresponding IMEIs shall be conducted after the sample verification by PTA.
- h. Contact for Queries:**
1. For any questions or assistance, email **commercialnoc@pta.gov.pk**.

To,
Director Type Approval,
PTA HQs, Sector F5/1, Islamabad

Subject: **APPLICATION FOR ACTIVATION OF COMMERCIAL ACCOUNT IN PTA DIRBS**

We are writing to request the opening of a commercial account for our company, **[Company Name]** in PTA Device Identification, Registration and Blocking System, DIRBS.

Please find the following information regarding our company and authorization to open our company's account:

Company Name: [Company Name]

Name of the Person Managing the Account: [Name of Authorized Person]

Email Address: [Authorized Company Domain Email Address, any email with general domain e.g. gmail.com, yahoo.com shall not be accepted]

Mobile Number: [Authorized Mobile Number]

Postal Address: [Company Address]

NTN Number: [NTN Number (Attach Copy)]

Bank and Payment Method Details: [Bank Account Details along with Currency and Payment Methods for international payments (Attach letter from concerned bank and necessary permissions for import)]

Nature of Business:

After Sales Support Mechanism: [Detail of the Sales Channel and mechanism in place for after sales support including Repair and Warranty procedure.]

Sincerely,

[Company CEO Name]

[Company Name]

[Email and Contact Number]

UNDERTAKING BY Authorized representative OF THE COMPANY

I, _____ son/wife/Do of _____ holding CNIC number _____ resident of _____ do hereby solemnly declare, undertake and affirm on behalf of _____ (Importer/Company) (the “Deponent”) as under:

1. That the Deponent is an authorized representative of the (importer / company). (**Authorization letter attached as Annexure A**).
2. That Deponent has applied to the Pakistan Telecommunication Authority (PTA) under the Type Approval Standards Regulations, 2021 (the “Regulations”) for issuance of Certificate of Compliance (CoC) with respect to consignment Ref No. _____, having Tracking ID No. _____ of _____ (*mobile devices / terminal equipment etc.*)
3. That Deponent undertakes that the (*mobile devices / terminal equipment etc.*) applied for the issuance of the CoC have not been altered / modified / duplicated / cloned in any manner. The IMEI(s) provided are not counterfeit and have been applied correctly for issuance of the CoC for commercial import, with each IMEI provided against its respective device.
4. That the Deponent hereby accepts full responsibility for the said consignment(s).
5. That Deponent further undertakes the responsibility to provide sample(s) of (*mobile devices / terminal equipment etc.*) for verification from the consignment(s) within 15 days from the date of release of shipment as identified/selected by PTA. The deponent also undertakes that after released of consignment shall not be marketed/sold until samples are verified and subsequently whitelisted by PTA.
6. That the Deponent undertakes that if I fail to provide the required sample(s) within the stipulated time, the PTA reserves the right to not allowed to whitelisting/registration of the IMEI(s) without any liability on part of PTA.
7. That the Deponent undertakes the said equipment shall only be operated in allowed frequency bands. Furthermore, the SIM based equipment like VHF, UHF, Vehicle trackers, maritime functionality etc. shall only be sold to valid PTA license holders.
8. The deponent undertakes the responsibility to provide customer service/after-sales support, for a mutually agreed time period, not less than two years, between both parties (deponent and consumer/customer) through a formal written agreement, to ensure the facilitation to customers/consumer.
9. The Deponent shall comply with the Regulations, Standing Operating Procedure or any instruction / directions issued by the Authority from time to time.

Deponent Name: _____

Contact Number: _____

Email: _____

Signature: _____