

**No. 20-599/2018-AS-I**  
**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**(Access Services-I Division)**  
**Sanchar Bhawan, 20, Ashoka Road, New Delhi-110001**

**Dated: the 15<sup>th</sup> November, 2018**

To

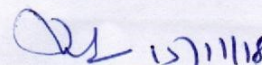
**All the prospective Applicants for grant of Unified License (UL)/UL(VNO).**

**Subject: Instruction to all the prospective Applicants for grant of Unified License (UL)/UL (VNO) in respect of Launch of 'SARAL SANCHAR' (Simplified Application For Registration and Licenses), a Web based Portal – regarding.**

'SARALSANCHAR' (Simplified Application For Registration and Licenses) a Web based Portal, for Issuing of various types of Licenses and Registration certificates for OSPs has been developed by DoT and has been launched on 15<sup>th</sup> Nov. In this regard, all the prospective applicants/ stakeholders are requested to use the online Portal.

2. In this regard, following instructions are issued:-

- a) After launch of portal, for initial fortnight i.e. from 15th Nov 2018 to 30th Nov 2018, DoT will accept applications for licenses both through Saral Sanchar Portal (online mode) as well as physical submission (prevailing practice of offline mode) so that applicants get acquainted with the system. However, from 1st December 2018 onwards, all applicants will necessarily have to apply through Saral Sanchar Portal only.
- b) URL of SaralSanchar Portal: <https://saralsanchar.gov.in>. All Applicants shall first register themselves in the SaralSanchar Portal. Login credentials shall be sent on Authorized Contact Person E-mail through which applicant may login into the system
- c) Applicants shall make sure that all documents to be uploaded in portal shall be in PDF Format and Digitally signed only.
- d) Payment of Processing Fee shall be done separately through BharatKosh Portal and details shall be uploaded on SaralSanchar portal.
- e) Applicants may communicate with DoT Nodal anytime through Portal and also submit additional documents required, if any and may also raise a helpdesk request through Portal.

  
**(R.K. Soni)**  
**Director (AS)**  
**Tele: 2303 6284**

**Copy to:**

- 1. Director (NT), DoT (Hqrs)**
- 2. AUSPI/COAI/VNOAI/ISPAI**