

## **Tight Type Approval Scheme Procedure**

The applicant should follow the following steps for Type Approval of a product following Tight Scheme

### ***First Step***

1) The applicant shall apply at one of the NTRA **Group A** accredited test labs referred in Table 1 for issuance of Verification of Compliance (VoC) Certificate to the product upon **passing the compliance tests** according to European applicable CE harmonized standards.

#### **Notes:**

1-1) By default, the CE needed testing is accepted to be performed by **Group A** labs only. However, in case the product had been already tested in one of **Group B** labs referred in Table 1, the applicant should submit the issued test reports to a **Group A** lab to revise them in coordination with NTRA and decide whether they are accepted or not.

1-2) **Group A** accredited test labs have right to request test samples for performing the needed tests for VoC issuance and keep the test samples for one year for reference.

1-3) For the products which telecom function is not its main function like medical equipment, it is sufficient to issue VoC certificate for the internal communication module assuming the communication module follows Tight Scheme. Otherwise, the module is to be type-approved according to its applied scheme.

1-4) NTRA has mutual agreements with China Group A labs listed in Table 2 specifying unified CE testing fees for telecom equipment of Egyptian brands. The unified testing fees are listed in Table 4.

Table 1: Tight Scheme Labs

Country	Group A accredited labs	Group B accredited labs
China	Labs mentioned in <u>Table 2</u>	No lab is included at the moment.
India	Labs mentioned in <u>Table 3</u>	Labs having ISO17025 accreditation in the relevant test scope from an accreditation organization registered in ILAC.
Other Countries	No labs are included at the moment.	

Table 2: NTRA Group A accredited labs in China.

No.	Lab	Address	Contacts
1	SGS-CSTC Standards Technical Services Co., Ltd.	<b><u>Shenzhen Branch:</u></b> No.1 Workshop, M10, Middle Section, Science & Technology Park, NanShan District, Shenzhen, China	<b><u>Name:</u></b> Mr. Joe Chan <b><u>Tel:</u></b> +86 (0)755 2532 8508 <b><u>Mobile:</u></b> +86 134 2425 9622 <b><u>Email:</u></b> <a href="mailto:Joe-L_Chan@sgs.com">Joe-L_Chan@sgs.com</a>
		<b><u>Shanghai Branch:</u></b> No.588 West JinDu Road, SongJiang District, Shanghai, China	<b><u>Name:</u></b> Micheal Niu <b><u>Cell:</u></b> +86 199 2160 0250 <b><u>Email:</u></b> <a href="mailto:Micheal.niu@sgs.com">Micheal.niu@sgs.com</a>
		<b><u>Guangzhou Branch:</u></b> No.198 Kezhu Road, Science City Economic & Technology Development Area, Guangzhou, Guangdong, China	<b><u>Name:</u></b> Vico Cui <b><u>Cell:</u></b> +86 181 2403 0042 <b><u>Email:</u></b> <a href="mailto:Vico.cui@sgs.com">Vico.cui@sgs.com</a>
2	China Telecommunication Technology Labs (CTTL)	<b><u>Beijing HQ:</u></b> No 52, Huayuan Bei Road, Haidian District, Beijing, P.R.China 100191	<b><u>Name:</u></b> Mr. Xue Zhen <b><u>Tel:</u></b> +86-10-62304633-2683 <b><u>Cell:</u></b> +86-13911820511 <b><u>Fax:</u></b> +86-10-62304633-2504 <b><u>Email:</u></b> <a href="mailto:xuezhen@catr.cn">xuezhen@catr.cn</a>
		<b><u>Shenzhen Branch(SAICT):</u></b> Building G,Shenzhen International Innovation Center, No.1006 Shennan Road, Futian District, Shenzhen, China	1) <b><u>Name:</u></b> Mr. Shen Haotao <b><u>Mobile:</u></b> +86 136 0263 1527 <b><u>Email:</u></b> <a href="mailto:lipeng@caict.ac.cn">lipeng@caict.ac.cn</a>  2) <b><u>Name:</u></b> Mr. Li Peng <b><u>Tel:</u></b> +86-0755-33322000 <b><u>Mobile:</u></b> +86 135 5486 5211 <b><u>Email:</u></b> <a href="mailto:lipeng@caict.ac.cn">lipeng@caict.ac.cn</a>
3	Bay Area Compliance Labs., Corp.	<b><u>Shenzhen Branch:</u></b> 6/f,the 3rd Phase of Wanli Industrial Building,Shihua Road, Futian Free Trade Zone, Shenzhen, Guangdong, P.R. China	<b><u>Name:</u></b> Jeanne Han <b><u>Tel.:</u></b> 086-0755-33320018-8201 <b><u>Cellular:</u></b> +86 -13590267970 <b><u>Email:</u></b> <a href="mailto:Jeanne.han@baclcorp.com">Jeanne.han@baclcorp.com</a>
		<b><u>Kunshan Branch:</u></b> No. 248 Chenghu Road Kunshan, Jiangsu Province, P.R. China	<b><u>Name:</u></b> Lydia Sun <b><u>Tel.</u></b> +86-512-86175000-8015 <b><u>Cellular:</u></b> +86 18566797095 <b><u>Email:</u></b> <a href="mailto:bacllola@baclcorp.com">bacllola@baclcorp.com</a>
		<b><u>Dongguan Branch:</u></b> 69# Pulongcun, Puxinhu Industrial Zone, Tangxia Town Dongguan, Guangdong, P.R. China	<b><u>Name:</u></b> Lola Wang <b><u>Tel.</u></b> 086-0769-86858888-5008 <b><u>Cellular:</u></b> +86 -15879925332 <b><u>Email:</u></b> <a href="mailto:baclsz.regulatory@baclcorp.com">baclsz.regulatory@baclcorp.com</a>

Doc 02 – Version 01 / 2025

4	Shenzhen Academy of Metrology and Quality Inspection (SMQ)	NETC Building, No.4 Tongfa Rd., Xili, Nanshan, Shenzhen, China	<b>1) Name:</b> Miss Wan Xiaojing <b>Tel.:</b> +86- 755-86009898-31371 <b>Fax:</b> +86-755-86009898-31396 <b>Email:</b> <a href="mailto:wanxj@smq.com.cn">wanxj@smq.com.cn</a> <b>2) Name:</b> Lin Bin <b>Tel.:</b> +86- 755-86928936 <b>Fax:</b> +86-755-86009898-31396 <b>Email:</b> <a href="mailto:linb@smq.com.cn">linb@smq.com.cn</a>
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Table 3: NTRA Group A accredited labs in India.

No.	Lab	Address	Contacts
1	Intertek India Private Limited	<b>Mumbai Lab:</b> F” Wing, Tex Centre, Chandivali Farm Road, Andheri (East), Mumbai – 400072, India	<b>Name:</b> Mr. Manas Das [Head - Quality, Accreditation and Inspection] <b>Tel:</b> +91-11-41595580, +9122-42450223 /0, <b>Cell:</b> +91-9820213510 <b>Email:</b> <a href="mailto:manas.das@intertek.com">manas.das@intertek.com</a>
		<b>New Delhi Lab:</b> E-20 & E-26, Block B1, Mohan Cooperative Industrial Area, Mathura Road, New Delhi -110044, India	
		<b>Bangalore Lab:</b> 17/F, II stage, Industrial Suburb, Yeshwanthpur Indl. Area, Bangalore - 560022,INDIA	<b>Name:</b> C.Gnanaprakasam [Senior Manager – Operations (South)] <b>Cell:</b> +91 9884093409 <b>Tel:</b> +91-80-40213911 <b>Fax:</b> 91-80- 40213915 <b>Email:</b> <a href="mailto:gnanaprakasam.c@intertek.com">gnanaprakasam.c@intertek.com</a>
2	TÜV Rheinland India Pvt. Ltd.	Ground & First Floor, 27/B, 2nd Cross Road, Electronic City Phase 1, Bengaluru, Karnataka, India	<b>Name:</b> Guruprasad BR <b>Phone Number:</b> +91 9620288803 <b>Land Line:</b> +91 80 46498000 <b>Email:</b> <a href="mailto:guruprasad.br@ind.tuv.com">guruprasad.br@ind.tuv.com</a>
3	TÜV-SUD South Asia Pvt. Ltd.	2 <sup>nd</sup> Floor, Kushal Garden Arcade, 1A, 2 <sup>nd</sup> Phase, Peenya Industrial Area, Bangalore-560058, India	<b>Name:</b> Mr. K.ANANDAN <b>Tel:</b> +91 80-33034800 <b>Cell:</b> +91-9940091418 <b>Fax:</b> +91 80 67458058 <b>Email:</b> <a href="mailto:k.anandan@tuv-sud.in">k.anandan@tuv-sud.in</a>

Table 4: China Group A labs CE testing fees for telecom equipment of Egyptian brands

No	Product Type	Fees (\$)
1	Short range wireless(one band)	700
2	zigbee/ zwave	800
3	walk-talker/UHF device	1600
4	BT(4.0/5.0)	800
5	WiFi (2.4G)	800
6	BT +2.4G WiFi	1300
7	WiFi (2.4G+5.8G band1)	1300
8	WiFi (2.4G+5.8G band1+4)	1600
9	WiFi (2.4G+5.8G band1+4+2+3 master )	4500
10	WiFi (2.4G+5.8G band1+4+2+3 client )	3200
11	DECT Phone	2500
12	The wired telephone	800
13	Wired product(electric supply)	700
14	Wired product( low power)	350
15	Power adaptor/Charger	600
16	Battery	700
17	GPS product	600
18	2G(GSM)	1600
19	2G(GSM)+BT(4.0/5.0)	2000
20	2G(GSM)+BT+WiFi(2.4G)	2300
21	2G(GSM)+3G(WCDMA)+BT+WiFi(2.4G) + GPS	3000
22	2G(GSM)+3G(WCDMA)+4G(LTE for 4bands)+BT+WiFi(2.4G) + GPS	5000
23	2G(GSM)+3G(WCDMA)+4G(LTE for 4bands)+BT+WiFi(2.4G) + WiFi(5G band1) + GPS	5400
24	2G(GSM)+3G(WCDMA)+4G(LTE for 4bands)+BT+WiFi (2.4G) + WiFi(5G bands 1+4) + GPS	5800
25	2G (GSM)+3G (WCDMA)+4G (LTE for 4bands)+BT+WiFi (2.4G) + WiFi (5G bands 1+4+2+3 client) + GPS	7200
26	Extra LTE (4G) bands more than 4 bands - price / extra band (if necessary)	500
27	5G NR 4 bands	4000
28	Extra 5G NR band	1000
29	WiFi 6GHz one band	800

## Second Step

2) The applicant shall submit the documents mentioned in Table 5 for the product (for local applicants, documents submission should be through **Type Approval Services Digital Portal** whereas for overseas applicants, documents submission should be through the email **overseasapproval@tra.gov.eg**).

## Third Step

3) The applicant shall submit samples mentioned in Table 1 for the product and pay the applied test fees published on **Type Approval Procedure page**.

## Fourth Step

4) In case the submitted documents are accepted and the submitted samples have passed their local tests, the applicant shall pay the applied type approval fees published on **Type Approval Procedure page**. Type Approval shall be applied on the accepted product and a Type Approval certificate shall be issued for it.

Table 5: Type Approval required documents and samples per model.

Product Type	Mobile Phone or Tablet	Cellular Repeaters	DECT Phone	Other products
<b>Samples required</b>	<b>One</b> Final Sample + <b>One</b> Wireless WAN Conducted Sample providing an <u>SMA interface</u> to the cellular port.	<b>One</b> conducted Sample providing <u>N-Type</u> or <u>SMA interfaces</u> to MS (Mobile Station) and BS (Base Station) ports.	<b>One</b> Final sample from each model.	No samples required unless explicitly mentioned.
<b>Documents required</b>	1- Complete CE test reports issued in first step. 2- VoC Certificate issued in first step. 3- ISO Certificates of the manufacturer (brand owner) if available. 4- Data Sheet & Operational Description of the product. 5- Arabic user manual (For the products marketed to the public people like home and mobile phones, home routers...etc, ). The Arabic manual should mention the contact information of the translation entity which needs to be an entity accredited to ISO17100 or accredited by any governmental organization in any of the Arab countries. <b><u>6- Type Approval Application Form.</u></b>			

### ***Fifth Step***

5) Prior to any shipment of the approved product, the manufacturer shall apply at the same **Group A** for shipment inspection and issuance of a pre-shipment Verification of Conformity (PVoC) certificate. The PVoC should be submitted to NTRA before shipment arrival either by submitting the original hard copy or sending an email with the soft copy from the **Group A** lab to NTRA directly.

#### **Notes:**

5-1) Step 5 is mandatory before any shipment either models included are new or already type approved except equipment in which communication feature is not a primary feature like medical equipment, which are exempted from this step.

5-2) For a shipment intended to be shipped to a distributor outside Egypt prior to being shipped to Egypt, PVoC is issued by the Group A lab over two stages, a complete inspection to the shipment at the factory site then a remote live video inspection to the shipment at the distributor site.

5-3) The product package box should include the charger or power adapter associated with the product.

5-4) The approved product should have the information in Table 5 labeled clearly and visibly and indelibly.

5-6) For products having a touch screen (like tablets), inclusion of an electronic user manual without a paper manual shall be sufficient on condition that it shall be easily reachable by the user and that it shall be accessible offline without requiring internet connection. The main steps of operating the product for the first time should necessarily be provided in a paper guide.

5-7) For wireless products, the frequency of operation and the Effective Isotropic Radiated Power (EIRP) have to be written in the user manual.

5-8) For mobile equipment (like mobile phone and tablet, cellular router, cellular USB modem,...etc), IMEI numbers must be registered in the GSMA data base with the correct brand & model.

5-9) For mobile phones shipments, for every shipment, the importer should register the IMEI numbers for each shipment in the **NTRA Digital Portal**.

Table 5: Information required to be written on the product.

Place of information		Cellular Terminal Product	Other Products
Device*	Information needed	1- Brand 2- Model 3- IMEI numbers ( <b>only in case when back cover is removable by user</b> ) 4- Country of origin. 5- CE mark 6- WEEE (Waste Electrical and Electronic Equipment) Symbol	1- Brand 2- Model 3- Country of origin. 4- CE mark 5- Serial Number 6- WEEE Symbol
	Writing Method	<b>Irremovable back cover</b>	<u>Either Labeling or Laser-Printing</u>
		<u>Laser-printing on the external body of device</u> (IMEI numbers are not mandatory to be written on the device in this case).	
		<b>Removable back cover</b>	
		<u>Either Labeling or Laser-Printing on the internal back of the device.</u>	
Package Box	Information needed	1- Brand 2- Model 3- IMEI numbers 4- Country of origin. 5- CE mark 6- WEEE Symbol	1- Brand 2- Model 3- Country of origin. 4- CE mark 5- Serial Number 6- WEEE Symbol
	Writing Method	<u>Either Labeling or Printing</u>	
Shipping Cartons	Information needed	1- Brand 2- Model 3- IMEI numbers of devices inside each carton.	1- Brand 2- Model 3- Serial numbers of devices inside each carton.
	Writing Method	<u>Either Labeling or Printing</u>	
External Battery & Charger	Information needed	1- Brand 2- Model 3- CE mark 4- Country of Origin 5- WEEE Symbol	
	Writing Method	<u>Either Labeling or Printing</u>	

\*Only in case the device is of a small size not allowing for labeling of all required information on it, it shall be sufficient to label only the brand and the model on it without violating labeling requirements for other items.



### **General Notes**

**Note 1:** The previous steps have to be followed in the mentioned order.

**Note 2:** The applicant has right to take back all samples submitted within 45 after their submission date.

**Note 3:** NTRA has right to randomly collect samples from any shipment and inspect before initiating the clearance permit even if the models in the shipment are already type approved and testing fees are applied.

**Note 4:** For wireless products with repeating or fatal failures, NTRA has right to apply **module H** in RED directive on the factory.

**Note 5:** When importing a type-approved product, the model name mentioned in the product shipment invoice should exactly match the type-approved model name.

**Note 6:** Copied, faked and counterfeit devices are not allowed. It is also not allowed for a product to contain any parts that may mislead consumers about its functional specifications.

**Note 7:** Type Approval does not authorize the usage of the product to offer telecom services to others and is restricted to private use. It does not include approval on any activity that needs licensing or obtaining permits according to Telecom Law no. 10/2003.

**Note 8:** NTRA Type approval certificate indicates compliance of the product with international approved standards & should not be considered as an importation or customs clearance permit.

**Note 9:** Type Approval does not include approval on any digital content on the type-approved device.

**Note 10:** Type Approval procedure are separate from Importation Services Department procedure concerning importation permit issuance and Wireless Equipment License Department procedure. The applicant should fulfill other departments requirements through **NTRA Digital Portal**.