

# **Amateur Radio**

Implementing Phase 2 and 3 of the Amateur Review

## **Guidance**

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## 1. Amateur Radio Review Update

We have now implemented Phases 2 and 3 of our Amateur Radio licensing review. These changes are designed to modernise the licensing framework and improve flexibility for licensees. The updates include:

- Intermediate M8 and M9 go live new Intermediate licensees will now be able to choose an M8 or M9 call sign. Existing licensee can change their current 2 series call sign to the corresponding M series. For 20 call sign holders we have reserved the corresponding M8 call sign and 21 the M9) via the online portal.
- Ability to change call sign all licensees can now propose a new call sign of their
  choice via the online portal, once every 5 years. The system will check whether the
  requested call sign is available (i.e. not currently in use). Once a call sign is
  surrendered or revoked, it will remain unavailable for assignment for 5 years.
- Introduction of a single personal licence going forward licensees will only be able to hold a single personal licence. If progressing to the next level your previous lower level licence(s) will be revoked. For existing licensees not progressing we will an update later concerning the revocation process.
- Enhanced online licensing tools we have made it easier to manage your licences, select a wider range of call signs and validate information online. Licensees that fail to revalidate their licence every 5 years will see their licence revoked.
- Updated rules for Special Event stations (SES)— we have liberalised the use of SES.
   The new SES will allow call signs to a maximum 6 characters in length, in the format 'GBdccccca' (d = digit other than 3 or 7, c = digit or letter, a = letter).
   Licensees will be able to choose a range of SES call signs, as long as they start 'GB'.
   As a result of these changes we have removed the Special SES Notice of Variation.

Information on the Radio Amateur Framework is also available here.

## Changing Call Sign Guide

## **New Application Guide**

## **Revalidation Licence Guide**



- You must have an active Amateur Radio licence.
- Call sign changes are only allowed once every 5 years (except for Intermediate licence holders).
- Make sure you haven't changed your call sign in the last 5 years.



## 1. Log into the Licensing Portal

 Visit the official licensing portal and enter your login credentials.

#### 2. Access Your Amateur Radio Licence

- o On the dashboard, find Amateur Radio.
- o Click Manage next to it.

#### 3. View Your Licences

 Select View my licences to see your current licence details.

#### 4. Amend Your Licence

- Hover over the licence you want to change.
- Click Amend.

#### 5. Go to the Call Sign Assignment Tab

- In the amendment section, click on the Call Sign Assignment tab.
- Tick the box that says Change the existing call sign.

## **Important Notes**

### Intermediate Licence Holders

You can change your call sign from a **2\*XXXX** format to an **M8/M9** format.

## All Other Licence Types

You can only change your call sign **once every 5 years**. If you've changed it within the last 5 years, the option will be **unavailable**.

## **☑** Before You Begin

- You will need to have access to the Ofcom licensing portal.
- Have your personal details ready to complete the application.

## Step-by-Step Instructions

#### 1. Log into the Licensing Portal

 Visit the official licensing portal and enter your login credentials.

#### 2. Start a New Application

- On the dashboard, find Amateur Radio.
- Click Apply next to it.

#### 3. Complete the Application Form

- Fill in all required fields (marked with an asterisk \*).
- Double-check your information for accuracy.

### 4. Submit Your Application

Once all fields are completed, click
 Finish to submit your application.

## **Important Notes**

- Make sure all required fields are filled in correctly to avoid delays.
- You'll receive confirmation once your application has been successfully submitted.
- If you encounter any issues, check the portal's help section or contact the Spectrum Licensing team.

## **☑** Before You Begin

- Revalidating your licence once every **five** years is required to keep your licence active.
- Make sure your contact details are up to date.

## Step-by-Step Instructions

### 1. Log into the Licensing Portal

 Visit the official licensing portal and enter your login credentials.

#### 2. Access Your Amateur Radio Licence

- o On the dashboard, find Amateur Radio.
- o Click Manage next to it.

#### 3. Revalidate Your Licence

- Click on Re-Validate.
- Review your contact details carefully.
- If everything is correct, click **Update** to complete the revalidation.

## **Important Notes**

- Keeping your contact details up to date ensures you receive important notifications.
- Revalidation is a quick process but essential for maintaining your licence status.
- If you need help, check the portal's help section or contact the Spectrum Licensing team.