



Coordination Timeline

New Application Filing

The registrant files an application for a new coordination by completing the registration form on the NESMC web site. The coordinator will work with the registrant, the NESMC database and where applicable neighboring coordination bodies to affirm an appropriate frequency and emissions selections.

Construction Permit

The NESMC coordinator will issue a six (6) month construction permit to the registrant. During this time it is expected that the registrant will complete construction of the coordinated system and make it available for on-air testing.

The coordinator may extend the construction permit up to but not exceeding one year.

Construction permits that expire (without being extended or converted to trial status) will result in the frequencies immediately being made available to other registrants.

Trial Status

Once a system has been built and is on-air the registrant is required to update the status on the NESMC web site by requesting conversion to trial status. The trial status will last for six (6) months during which time the coordinator and NESMC will monitor for interference reports and other problems.

Any changes to the system during the trial status period will result in the trial clock being reset.

Once the trial status period is expired the registrant has 30 days in which they can request conversion to final status. Coordinations with trial status that are not converted to final will automatically be converted to expired status.

Final Status

Final coordination status is granted to systems that have exhibited six months of on-air operation without any interference or other issues. Final status coordinations will be granted for a period of three (3) years and is renewable.

The registrant must request renewal of the final status any time during the last month of final status (or during the grace period thereafter). Renewals will extend the final status expiration date by an additional three (3) years.

Changes made to a system that significantly changes the coverage area will reset the coordination status back to trial.

Expired

Trial systems not requested to be converted to final and final systems not renewed will be considered to be expired. The registrant can at any time during the one (1) year expired grace period request conversion to trial or renewal.

NESMC will send a certified letter to the registrant once a system has been expired for six (6) months notifying the registrant that the coordination will be automatically cancelled at the end of the twelve (12) month grace period if no further action is taken.

Cancellation

At any time if a system is permanently off-air the registrant will update the coordination status requesting cancellation. The frequencies will then be immediately available to other registrants.

Coordination Information

Registrants are expected to keep technical and contact information up-to-date during the life of the coordination.

Off-Air Systems

NESMC recognizes that from time to time systems may be off-air. Any system that is deemed to be off-air for six (6) or more months will be converted to expired status by the coordinator.

NESMC does not provide coordination for systems that are not on-air. (No "paper" systems.)

NESMC Notifications

The NESMC coordination system is based on an on-line real-time database. Registrants are expected to keep their contact information up-to-date including email addresses. Except for the certified letter for expired systems all NESMC correspondence will be via email and include up to nine weekly reminders to the registrant.

Coordination Certificates

NESMC no longer issues coordination certificates. A system's coordination status can be determined in real-time through the query of the NESMC on-line database.

ARRL Repeater Directory

NESMC provides coordination information to the ARRL for publication in the League's annual repeater directory. All systems with trial and final status are included. Systems with expired status are also provided including notation that the coordination has expired. Construction permits and cancelled coordinations are not included.

Private Registrations

The registrant can opt out of having coordination information provided to the ARRL and available on the public NESMC web site by electing to make their registration private.

Precedence

This document supersedes all others previously issued.