Memorandum

From: ACB
Date: 04/12/2019
Re: FCC & ISED (Formally IC) Certification Number Labeling Format Information
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We frequently process applications where the applicant has questions regarding how to properly label their device for FCC or Canadian Certifications Numbers. The following information has been provided by the current information found in 47 CFR 2.925/2.926 & RSS-Gen.

As of May 1, 2013 the FCC issues 5 character grantee codes. For complete details, please refer to Public Notice DA 13-669 provided on page 3

FCC Format (47 CFR 2.925 & 2.926 / Public Notice DA 13-669)

All equipment covered in an application for equipment authorization shall bear a nameplate or label listing the following:

CFR 2.925 (a)(1) - FCC Identifier consisting of the two elements in the exact order specified in § 2.926. The FCC Identifier shall be preceded by the term *FCC ID* in capital letters on a single line, and shall be of a type size large enough to be legible without the aid of magnification.

CFR 2.926 (c)
A grantee code may consist of Arabic numerals, <u>capital</u> letters, or other characters. The format for this code will be specified by the Commission's Office of Engineering and Technology.

Historically, the FCC issued 3 character Grantee Codes and as stated above, is now issuing 5 character Grantee Codes. The FCC ID for products with a 3 character Grantee Code may be up to seventeen characters long if the grantee chooses to use fourteen characters for its product code. The FCC ID for products with a 5 character Grantee Code may be up to nineteen characters long if the grantee chooses to use fourteen characters for its product code.

CFR 2.926 (d) - The equipment product code assigned by the grantee shall consist of a series of Arabic numerals, capital letters or a combination thereof, and may include the dash or hyphen (-).
The total of Arabic numerals, capital letters and dashes or hyphens shall not exceed 14.

The certification number shall appear as follows:
"FCC ID: XXX1234" - Please Note: The colon as shown in this example, used to be required by the FCC and is still preferred by the FCC and ACB.

Where:
- "XXX1234" is the certification number;
- "XXX" is the Grantee Code made of 3 or 5 alphanumeric characters (A-Z, 0-9), assigned by the FCC; and
- "1234" is the Equipment Product Code, made of at most 14 alphanumeric characters (A-Z, 0-9) assigned by the applicant

Note this document only addresses the FCC ID Format itself. Additional labeling requirements may apply to specific types of devices. A more comprehensive labeling discussion for FCC may be found in their KDB 784748 documents found at:
https://apps.fcc.gov/oetcf/kdb/forms/FTSSearchResultPage.cfm?switch=P&id=27980

Note 1: If your company does not currently have a Grantee Code, please contact your local ACB representative found at http://acbcert.com/contact for further information.
This code should be obtained prior to submitting an application in order to avoid any delays.

Note 2: The nameplate or label shall be permanently affixed to the equipment and shall be readily visible to the purchaser at the time of purchase. As used here, *permanently affixed* means that the required nameplate data is etched, engraved, stamped, indelibly printed, or otherwise permanently marked on a permanently attached part of the equipment enclosure. Alternatively, the required information may be permanently marked on a nameplate of metal, plastic, or other material fastened to the equipment enclosure by welding, riveting, etc., or with a permanent adhesive. Such a nameplate must be able to last the expected lifetime of the equipment in the environment in which the equipment will be operated and must not be readily detachable.

ISED Canada (Formally IC) Format
Labelling of Certified Radio Equipment (RSP-100, Issue 11 – January 2016)

Certified radio equipment for Canada must be labelled with a unique certification/registration number, which consists of the Company Number (CN), assigned by the Bureau, followed by the Unique Product Number (UPN), assigned by the TAC or Certificate holder.

The certification/registration number shall appear as follows:
"IC: XXXXXX-YYYYYYYYYYY"

Where:
- The letters "IC:" indicate that this is an Innovation, Science and Economic Development Canada's certification number, but they are not part of the certification number; and

- XXXXXX-YYYYYYYYYYY is the ISED certification number; and

- "XXXXXX" is the CN assigned by Innovation, Science and Economic Development Canada. Newly assigned CNs will be made up of five numeric characters (e.g. "20001") whereas existing CNs may consist of up to five numeric characters followed by an alphabetic character (e.g. "21A" or "15589J")is the Company Number (CN), made of at most 6 alphanumeric characters (A-Z, 0-9), including a letter at the end of the CN to distinguish between different company addresses, as assigned by Industry Canada; and

- "YYYYYYYYYYY" is the Unique Product Number (UPN), made of at most 11 capital alphabetic characters and numerals (A-Z, 0-9) assigned by the applicant; and

Note this document only addresses the ISED ID Format itself. Additional labeling requirements generally also require HVIN and in most cases PMN as well. A more comprehensive labeling discussion for ISED may be found in their RSP-100 document (refer to section 3.1) found at:
http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf01130.html

Radio equipment that is issued a TAC or a Certificate but is not properly labelled is not considered certified.

Note 1: If your company does not currently have a CN, please contact your local ACB representative found at http://acbcert.com/contact for further information.
This number should be obtained prior to submitting an application in order to avoid any delays.

Note 2: Permitted alphanumerical characters used in the CN and UPN are limited to capital letters (A-Z) and digits (0-9). Use of other characters, such as #, / or -, shall not be used. An example of the new format for a company having a CN of "21A" and wishing to use a UPN of "A3" would thus be: *IC: 21A-A3*.

Note 3: All Category I radio equipment intended for use in Canada must permanently display on each transmitter, receiver, or inseparable combination thereof, the information required above. This information must be affixed by labelling or other means, in such a manner as not to be removable except by destruction or defacement.

Note 4: If the dimensions of the product are extremely small or if it is not practical to place the label or marking on the product and electronic labelling has not been implemented, the label shall be, upon agreement with Innovation, Science and Economic Development Canada prior to certification application, placed in a prominent location in the user manual supplied with the product. The user manual may be in an electronic format and must be readily available.

PUBLIC NOTICE

DA 13-669
April 9, 2013

Office of Engineering and Technology to Begin Issuing Five-Character Grantee Codes for Certified Radiofrequency Equipment

The Commission operates an equipment authorization program for radiofrequency (RF) devices under 47 C.F.R. Part 2 Subpart J. The equipment authorization program is a key component of FCC's spectrum and policy agenda. It encourages innovation in equipment design, ensures efficient use of the radio spectrum, and ensures that RF devices comply with the Commission's rules.

RF devices that are subject to the equipment authorization program's certification procedure must be labeled with an FCC identifier (FCC ID) that is unique to the device. The FCC ID currently consists of a three-character Commission-issued code identifying the grantee of the certification (grantee code) and a one- to fourteen-character product code selected by the grantee. On June 13, 2012, the Commission adopted an *Order,* 27 FCC Rcd 6565 (2012), to modify Sections 2.925 and 2.926 of the rules to permit the use of five-digit grantee codes, thus greatly increasing the supply of available codes

On May 1, 2013, the Office of Engineering and Technology will begin issuing five-character grantee codes. The five-character codes will consist of an Arabic numeral between two and nine followed by four alphanumeric characters (capital letters or Arabic numerals between two and nine). Thus, the FCC ID for products with a five-character grantee code may be up to nineteen characters long if the grantee chooses to use fourteen characters for its product code.

Applicants for equipment authorizations may continue to use three-character grantee codes that have previously been issued and paid for. The FCC ID for products with a three-character grantee code may be up to seventeen characters when a fourteen-character product code is used.

For more information, contact George Tannahill at (301) 362-3026, george.tannahill@fcc.gov.

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