PUBLIC NOTICE

Federal Communications Commission
445 12th St., S.W.
Washington, D.C. 20554

DA 04-391
February 18, 2004

THE INTERNATIONAL BUREAU OFFERS HANDS-ON SCHEDULE S TRAINING

The International Bureau will provide training on the functionality and use of the new electronic Schedule S form to interested members of the telecommunications industry, and the general public, on February 27, 2004.

Schedule S, which was adopted on June 26, 2003 in the Commission's Third Report And Order And Second Further Notice Of Proposed Rulemaking in IB Docket Nos. 02-34 And 00-248), and released on July 8, 2003, will be used in conjunction with the electronic 312 Main Form to collect technical data associated with satellite space stations. The use of electronic Schedule S will become mandatory on March 1, 2004. See the mandatory use date announcement in the Federal Register, dated December 30, 2003, page 75146. (Both referenced documents can be viewed by clicking on the following links.)

Third Report & Order:
http://hraunfoss.fcc.gov/edocs_public/attachmatch/FCC-03-154A1.doc

Announcement in Federal Register:
http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/2003/pdf/03-31968.pdf

Public Training Dates, Times And Locations

The training sessions will target two types of audiences: Engineers and non-engineers. The sessions will be held at the FCC Headquarters facility located at 445 12th St., SW., Washington, DC 20554. The training dates, times, locations, and target audiences are as follows:

DATES	TIMES	LOCATION	AUDIENCE
02/27/2004	10:00 a.m. - 1:00 p.m.	FCC, 445 12th St., SW, Wash., DC 20554, Room TW-A722	Engineers
02/27/2004	2:00 p.m. – 4:00 p.m.	Same as Above	Non-engineers

Online Information About Schedule S

If you wish to preview information regarding Schedule S in advance of the training sessions or cannot attend training, please access the information found at http://selafoss.fcc.gov/prod/ib/forms/index.html. Once there, click on the link entitled, "**New!** Look here for Information Associated with New Schedule S Technical Data Form!"

In the document called, "Information about Schedule S" we've provided a description of Schedule S, the types of applications that require a Schedule S to be attached, the basic steps needed to complete and file an application with a Schedule S, and the computer specifications required to download a Schedule S.

We've also provided links to instructions for downloading and installing the Schedule S application on your local computer, as well as the actual Schedule S download program. Finally, support telephone numbers are provided should problems be encountered during the download and installation processes.

How To Register For Public Training

Because of space limitations and the technical nature of the training, each training session is limited to 9 individuals. Therefore, registration is required. Please call Mary Jane Solomon, IT Officer, on 202-418-0593 or e-mail her at MaryJane.Solomon@fcc.gov to register for the appropriate session.

Where To Direct Questions

Questions about the information contained in this Public Notice should be directed to the Mary Jane Solomon by calling 202-418-2222, or by e-mailing MaryJane.Solomon@fcc.gov.