



PUBLIC NOTICE

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MEDIA BUREAU ANNOUNCES NEW FEATURES IN CDBS

The Media Bureau (“Bureau”) has added several features to the Consolidated DataBase System (CDBS). The new features of the Bureau’s electronic filing system include:

- New CDBS webpage and expanded user assistance
- Electronic filing for various “non-form” submissions
- Improved security and FRN management
- Procedures to announce changes to the database

With these improvements, licensees, Commission staff, and the general public can expect more reliable, secure, and responsive CDBS performance.

NEW CDBS WEBPAGE AND EXPANDED USER ASSISTANCE

Consistent with the Commission’s plans to standardize and simplify web pages, we have re-organized access to CDBS resources. The new CDBS web page is <http://www.fcc.gov/mb/cdb.html>. This site provides an entry point to electronic filing, public access, and the system user’s guide. A new tool, the FRN Manager, discussed below, also is available from the page.

The new CDBS webpage offers a new email address, cdbshelp@fcc.gov, for general CDBS assistance. This option is designed to enhance the responsiveness of the Bureau’s Help Desk operations. When sending questions about e-filing problems via cdbshelp@fcc.gov, users are requested to include the pertinent CDBS account number, FCC form number, and a description of the problem. If relevant, users should include a copy of any received error message with the email.

ADDITIONAL ELECTRONIC FILING OPTIONS

Almost all of the Bureau’s official broadcast forms must be electronically filed. After logging in to a CDBS account, the menu screen shows the 32 available forms. We have added a link to a new section: “Additional non-form filings.” Generally, the “non-form” filings are notifications and requests which would otherwise be submitted by a letter. At this time, users may submit the following “informal filings” electronically: Change of Address; Consummation Notice; Silent Notification; and Engineering/Legal Special Temporary Authority (STA).

Change of Address – An alternative to filing on paper Form 5072, this form can be used to update the address of a licensee (*see* 47 C.F.R. § 1.5), but not to correct or change the name of the licensee.

Consummation Notice – This notifies the Commission when an assignment of license or transfer of control (ALTC) is consummated (as stipulated on ALTC authorizations, Form 732). It also may be used to request an extension of time to consummate.

Silent Notification – This notifies the Commission of the suspension of broadcast operations (*see* 47 C.F.R. § 73.1740). It also may be used to request a silent STA or extension thereof.

Special Temporary Authority – This is used to request STA (*see* 47 C.F.R. §73.1635) or extension thereof.

In the coming months, the Bureau will expand the list of non-form filings to include: Petition to Deny and Informal Objection; PTA and Equipment Test Notification; Change of Main Studio or Remote Control Location; Tolling Notification; Digital Notification; and SHVERA Waiver.

IMPROVED SECURITY AND FRN MANAGEMENT

CDBS is designed to provide applicants flexibility in managing their accounts. Filers can submit applications for multiple stations from a single account. Alternatively, applicants may set up separate accounts for each station for security or other business reasons. In rare circumstances, this flexibility has been misused by certain parties to file unauthorized applications. To exclude such filings while retaining the flexibility of the CDBS design, the Bureau has modified CDBS to accept filings for stations only if the FRN supplied with the application is already associated with the station (“Facility”).

We have created a new tool, the FRN Manager, to allow an applicant to add an associated FRN to a facility. To do so, the applicant logs in to the FRN Manager with the FRN and password currently associated with the facility. Once authenticated, the filer can supply the new FRN to associate with the facility. We encourage ALTC filers (Forms 314/315/315/345) to use the FRN Manager in order to permit assignees and transferees to file applications after transactions are consummated.

PROCEDURES TO ADVISE USERS OF CHANGES TO THE DATABASE

In addition to the family of search screens (Station/Application/EEO/Ownership), the Public Access portion of CDBS makes data available in downloadable files. These data are generally used by engineering firms and others with a working knowledge of relational databases. As part of the Bureau’s on-going CDBS database maintenance and improvement program, the Bureau periodically adds files or fields, or restructures the files. The Bureau recognizes that users may need to prepare for such changes. We will announce planned changes via the Consumer Information Registry (“CIR”). The CIR is a notification system recently developed by the Consumer and Government Affairs Bureau. It may be accessed at: <http://www.fcc.gov/cgb>. To receive CDBS announcements, users should log into CIR and include “Consolidated Database System” as an interest. We also will use this interest group to advise users of problems with downloadable files. The Bureau plans to give two weeks notice prior to implementing changes.

Problems identified in specific CDBS data records should still be sent to cdbsdata@fcc.gov .

FOR MORE INFORMATION

For more information about this public notice, please contact Jim Bradshaw at (202) 418-2700 (James.Bradshaw@fcc.gov). Questions concerning the use of CDBS may be addressed to the CDBS Help Desk at cdbshelp@fcc.gov or (202) 418-2662.

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