



Technical Guide on Registration and Use of Wireless Devices

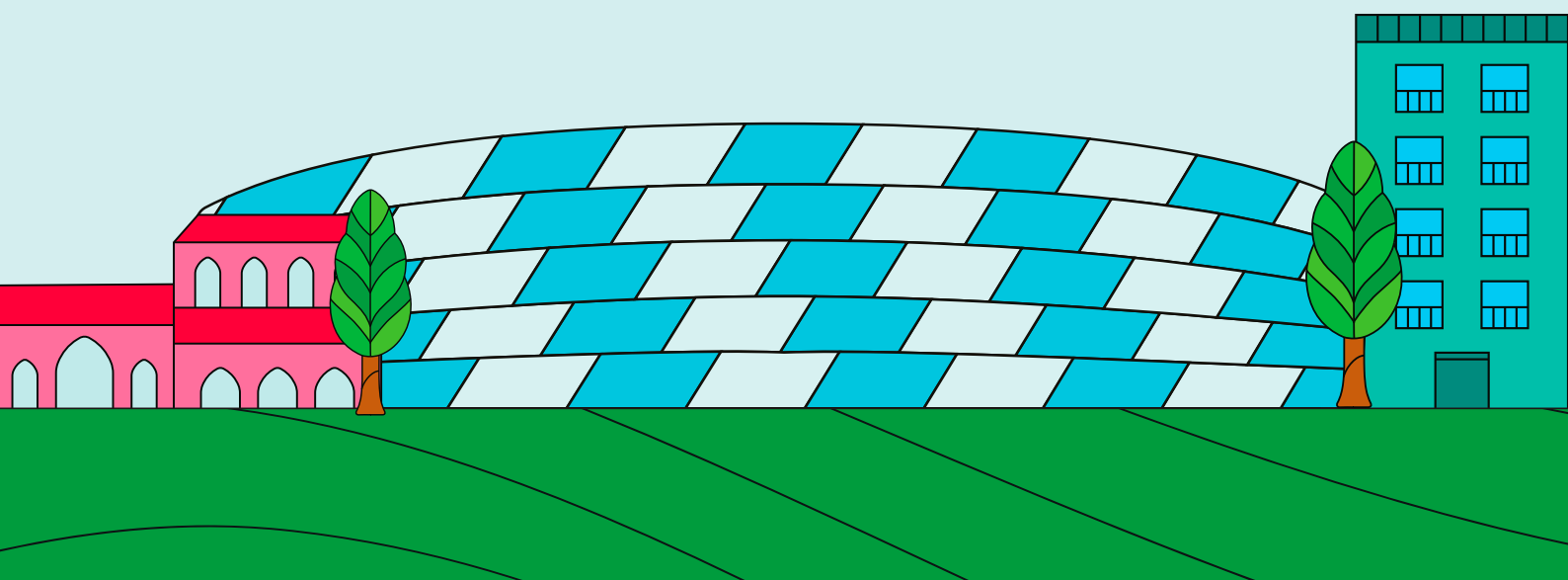


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Registration of Wireless Devices

Within the framework of the Thirteenth Session of the World Urban Forum (WUF13), to be held in Baku from 17 to 22 May 2026, special procedures are established for the use of wireless devices at the event venue — the Baku Olympic Stadium — to ensure the efficient and secure management of radio spectrum resources.

Accredited participants are required to register all wireless devices intended for use inside or outside the event venue and to apply for temporary spectrum allocation via the **WUF13 Spectrum Management Portal**, developed by the **Information and Communication Technologies Agency (ICTA)** under the **Ministry of Digital Development and Transport of the Republic of Azerbaijan**.

The portal can be accessed via the following link: <https://wuf13-e-permission.icta.az/login>

Participants must first register on the portal and create an account. Once the account is approved by the **WUF13 Azerbaijan Operations Company**, a notification will be sent to the user via email. The user must then submit the required information about the device intended for use and indicate the radio frequency requested for that device. Users are strongly advised to carefully review all information entered before submitting the request to ensure its accuracy. Following the review process, the outcome of the request will be communicated within **72 hours** via the email address provided during registration.

If the request is approved, the user will be notified via email, and a QR code containing the device details will be generated and displayed on the dashboard of the portal. The user must download the QR code and present it on their electronic device upon arrival at the event venue. This QR code will ensure smooth entry into the venue and will be used for the testing and tagging procedure.

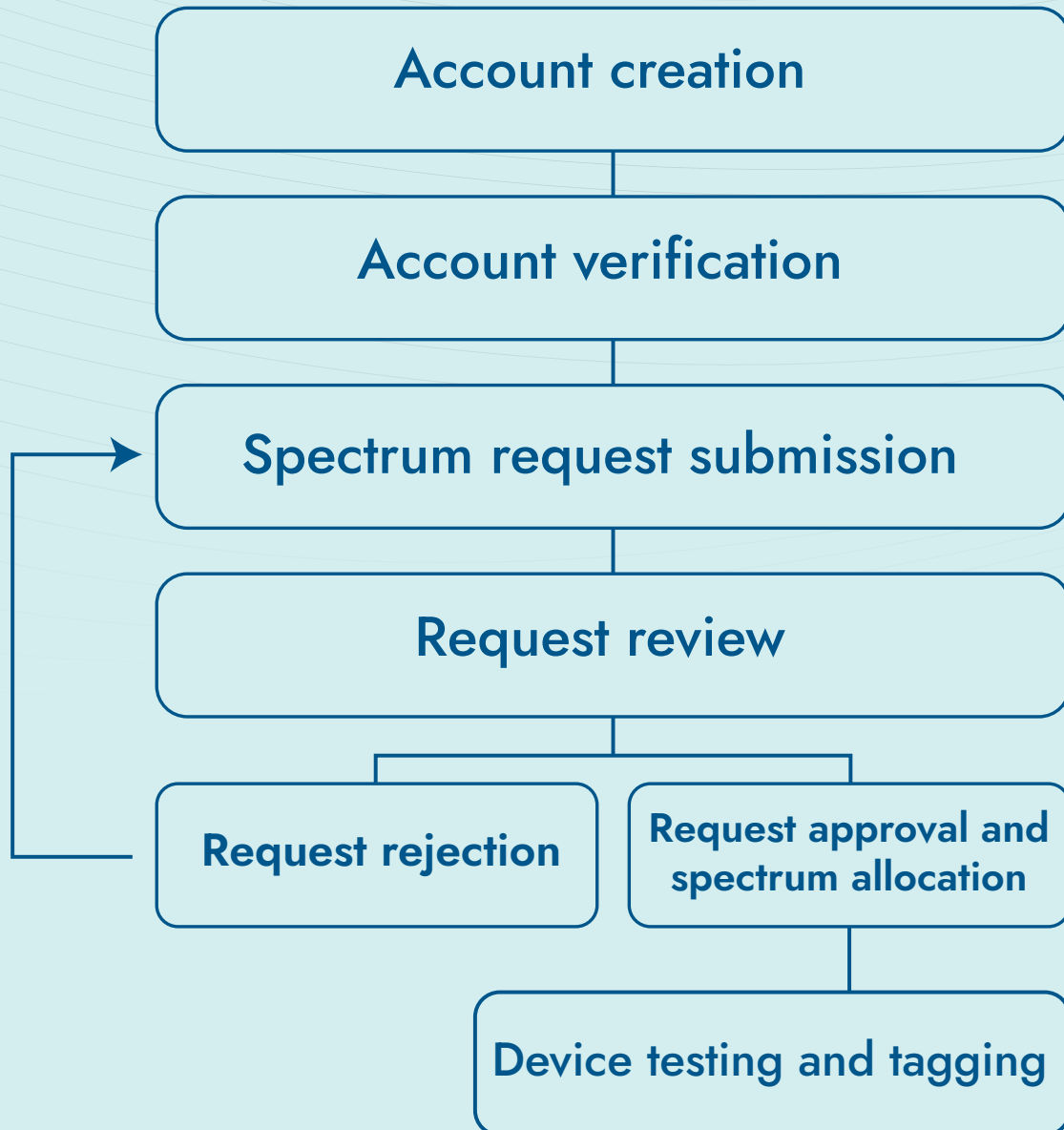
Note: Forum participants entering the territory of the Republic of Azerbaijan are required to present the QR code to customs officials at border crossing points for the inspection of wireless devices. Information related to imported devices — including the device type, model, and other technical specifications — must fully correspond to the details contained in the QR code. Customs authorities may impose restrictions on the entry of devices that are not registered or that do not match the information indicated in the QR code.

If the requested radio frequency cannot be allocated, the user will be notified by email within **72 hours** that their request has not been approved. The reason for rejection will be stated in the email and, if possible, an alternative frequency will be proposed by the **State Administration of Radio Frequencies (SARF)**.

If the proposed frequency is accepted, the user must submit a new request for that frequency within **48 hours**. If the proposed frequency is not accepted within this timeframe, an alternative frequency may no longer be available; in such cases, the user will be required to submit a new request.

Wireless Device Registration Procedure

Registration of wireless devices and spectrum allocation requests must be submitted by **30 April 2026**. Requests submitted after this deadline may be subject to processing delays. To ensure timely allocation of the required frequencies, early submission of requests is strongly recommended.



Testing and Tagging of Wireless Devices

Testing and Tagging Procedure

All wireless devices registered through the portal must undergo technical testing and tagging prior to use at the event venue. Users are required to configure their devices in accordance with the assigned frequency and relevant technical parameters, approach the **Spectrum Test and Tagging Desk**, and present the QR code confirming the registration.

Note: The Spectrum Test and Tagging Desk will be operational starting from **14 May 2026**.

The desk is in **Zone A** of the event venue, in the **Registration Area**.

Before approaching the desk, all wireless devices must be fully charged, and users are advised to bring spare full batteries.

Only wireless devices that are registered in the portal and have successfully passed technical testing will be tagged and permitted for use at the event venue. Devices that do not meet these requirements will not be allowed to be used the venue.

Security checks will be conducted at venue entry points, and only properly tagged wireless devices will be authorized for use inside the venue. The removal, replacement, or use of a tag on another device is strictly prohibited. Any such action will result in the immediate cancellation of the authorization issued for the device.

If a tag is removed, damaged, or lost, users must promptly contact the **Spectrum team** or the **Spectrum Test and Tagging Desk** for assistance.

Devices Allowed for Use with a Tag

The devices listed below are permitted for use at the event venue only after they have been registered in the portal, tested and tagged.



Walkie-talkie



Wireless in-ear
monitor



Wireless
microphone



Wireless
photographer
remote



Wireless video
camera



Land mobile



Wireless photo
camera



Talkback
system/Intercom



ADS/Mass Cast/
FM radio



Interpretation
service equipment



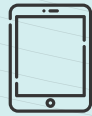
Radio telemetry and
telecommand system

Devices Allowed for Use without a Tag

The devices listed below are not required to be registered in the portal or tagged. To ensure uninterrupted Wi-Fi coverage throughout the venue, these devices may only operate on the Wi-Fi network provided by WUF13.



PC/Laptop



Tablet



Projector



VR headset



Smartphone/
Mobile phone



Printer and
scanner



Photo camera



Smart speaker



Headphone



USB drive



Portable live
broadcast device

List of Prohibited Wireless Devices

The list of wireless devices that are prohibited from being brought to and used at the WUF13 event are as follows:



Drone



Signal
jammer



Signal repeater
and amplifier



Modem/
Router



Mi-Fi



Radio monitoring
device



Unregistered/untagged
devices

Note: Radio equipment operating in frequency bands that are not designated for shared use by the relevant radio services under the Frequency Allocation Table of the Republic of Azerbaijan (National Frequency Table), including frequency bands listed in Table 1 that are not allocated for wireless equipment, as well as devices operating in restricted frequency bands, causing harmful interference, or not complying with usage conditions.

Note: In addition, the use of hotspot (wireless internet sharing) and tethering (internet sharing via personal computer or mobile phone) is prohibited at the event venue.

If any of the above-listed wireless devices are found in use at the event venue, they will be temporarily confiscated. Device owners may contact the **Welcome Desk** in **Media Hub** to request their return.

Frequency Bands Allocated for Radio Services in accordance with the National Frequency Table of the Republic of Azerbaijan

All wireless devices and radio frequencies intended for use within the framework of the WUF13 event shall comply with the frequency allocation table of the Republic of Azerbaijan (National Frequency Table). The table below presents general information on the radio frequencies allocated to various radio-communication services (or technologies) planned for use at the event venue.

Table 1

Nº	Frequency range (MHz)	Applications	Note
1	29.7-47.0 MHz	Audio PMSE	
2	87.5-108 MHz	Audio PMSE	Radio microphones
3	150-170 MHz	PMR	
4	174-230 MHz	Audio PMSE	Radio microphones
5	433.05-434.79 MHz	SRD LPD	
6	446.000-446.200 MHz	PMR446	
7	440-450 MHz	PMR	
8	450-470 MHz	PMR	
9	470-694 MHz	Audio PMSE	Radio microphones
10	694-790 MHz	Audio PMSE	Radio microphones
11	862-870 MHz	SRD	
12	1880-1900 MHz	DECT	
13	2400-2483.5 MHz	Wi-Fi	
14	5150-5350 MHz	Wi-Fi	
15	5470-5825 MHz	Wi-Fi	
16	2010-2025 MHz	Video PMSE	
17	2025-2110 MHz	Video PMSE	
18	2200-2300 MHz	Video PMSE	
19	2300-2400 MHz	Video PMSE	
20	7.0-8.5 GHz	Video PMSE	
21	10.0-10.68 GHz	Video PMSE	
22	21.2-24.5 GHz	Video PMSE	
23	47.2-50.2 GHz	Video PMSE	
24	1.518-1.559 GHz	MSS terminals	
25	1.6265-1.6605 GHz	MSS terminals	
26	1.668-1.675 GHz	MSS terminals	

Wireless Device Usage Guidelines

SARF reserves the right to change the frequency assigned to any device, if necessary. In such cases, the **Spectrum team** will inform the user and assign a new frequency for the device. This change will not affect the operational status of the device.

If a device is not registered in the portal, has not been tagged, or is operating on a frequency different from the one assigned, the user will be requested to immediately switch off the device. The user will then be directed to the **Spectrum Test and Tagging Desk**, where the device may be authorized for use only after registration in the portal, assignment of the appropriate frequency, and completion of the tagging process.

If a wireless device is found to be operating on a frequency other than the one assigned by the SARF and is causing harmful radio interference, the user will be required to immediately switch off the device. The user will then be provided with instructions to reconfigure and operate the device exclusively on its assigned frequency.

Radio Interference Monitoring

Users of registered and tagged wireless devices are required to inform the **Spectrum team** if they experience any radio interference. The team will review the report and take the necessary measures to promptly identify and eliminate the source of the interference.

All activities related to the investigation, detection, and prevention of radio interference are conducted in accordance with the relevant legislation of the Republic of Azerbaijan.

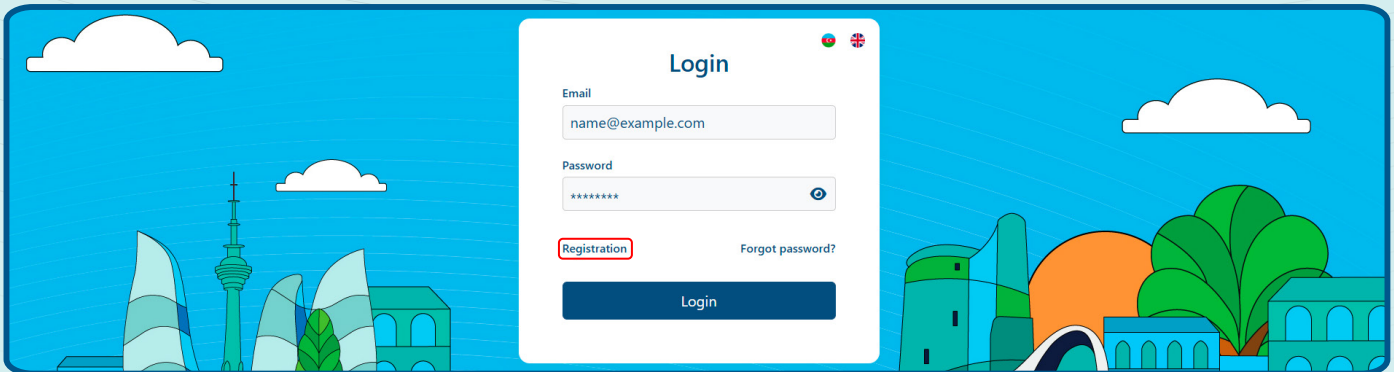
WUF13 Spectrum Management Portal

Registration of all wireless devices and the submission of spectrum requests for each device must be completed via the WUF13 Spectrum Management Portal.

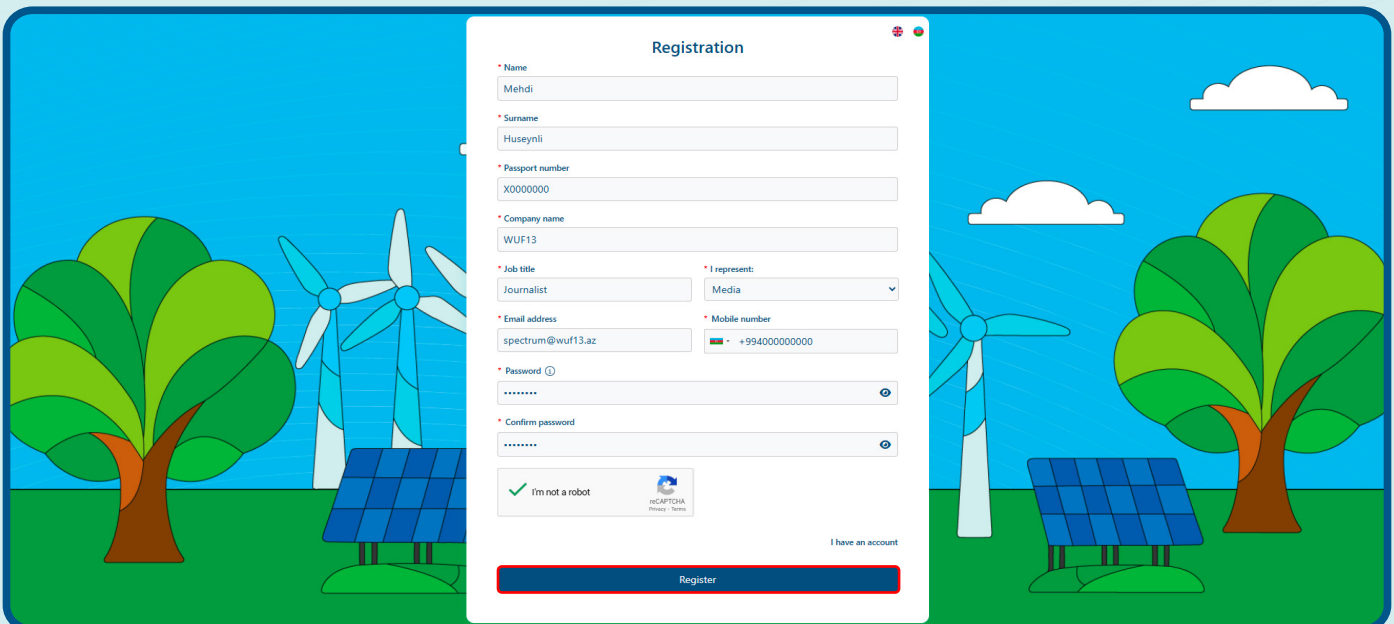
Prior to registration on the portal, participants are required to obtain accreditation for the WUF13 event through the UN-Habitat GEMS Portal.

User Account Registration

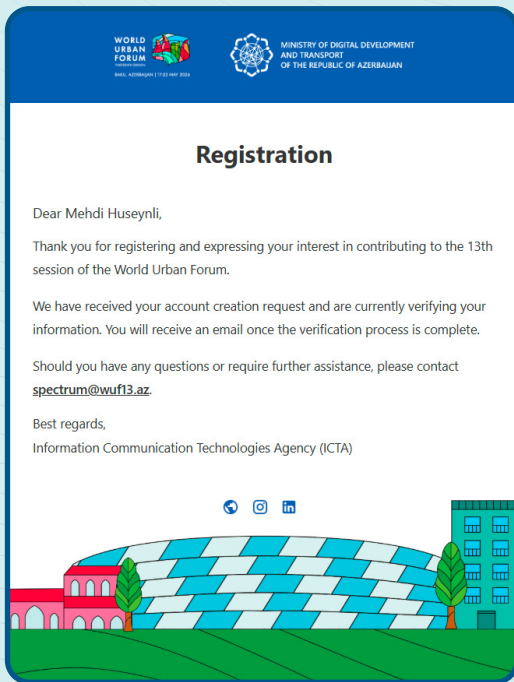
To create a user account, navigate to the **WUF13 Spectrum Management Portal** and click **“Registration”**.



Enter the required information in the relevant fields and click **“Register.”**



Note: The language you select during registration will be set as the default language for email notifications. Please provide a valid email address and mobile phone number. The email address will be used for password recovery and notifications. The mobile number may be used for further communication, if needed.



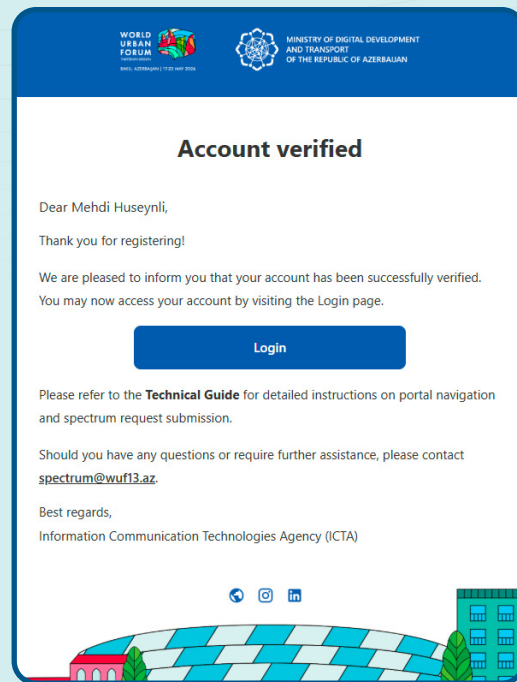
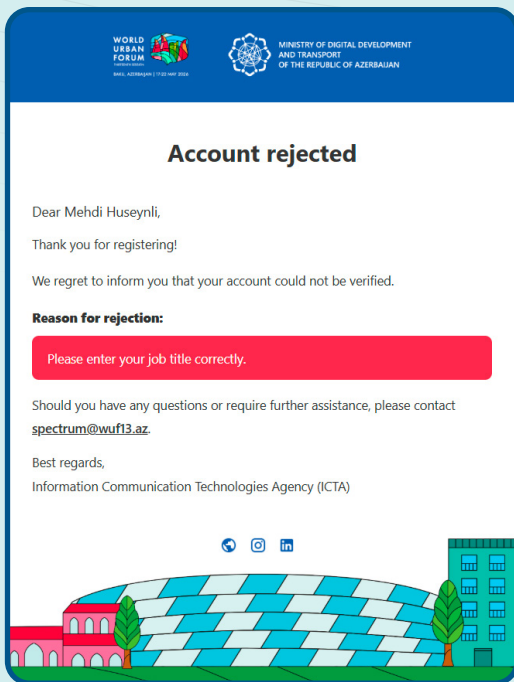
After completing registration, you will be notified that your account is currently under verification.

Note: If the notification does not appear in your inbox, please check your **junk/spam** folder.

Once the verification process is completed, you will be informed of the result via email.

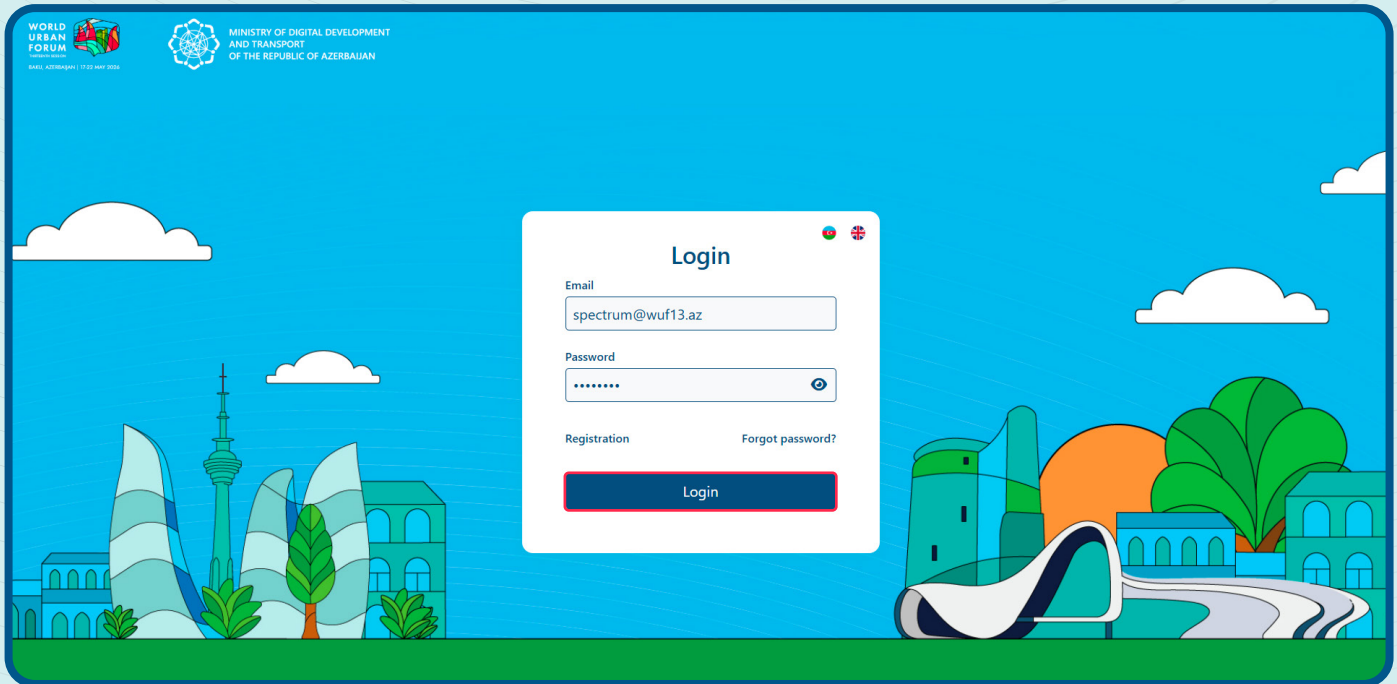
If your account is not verified, review the reason for rejection and follow the next steps as instructed.

If your account is verified, log in to the portal using your username and password.



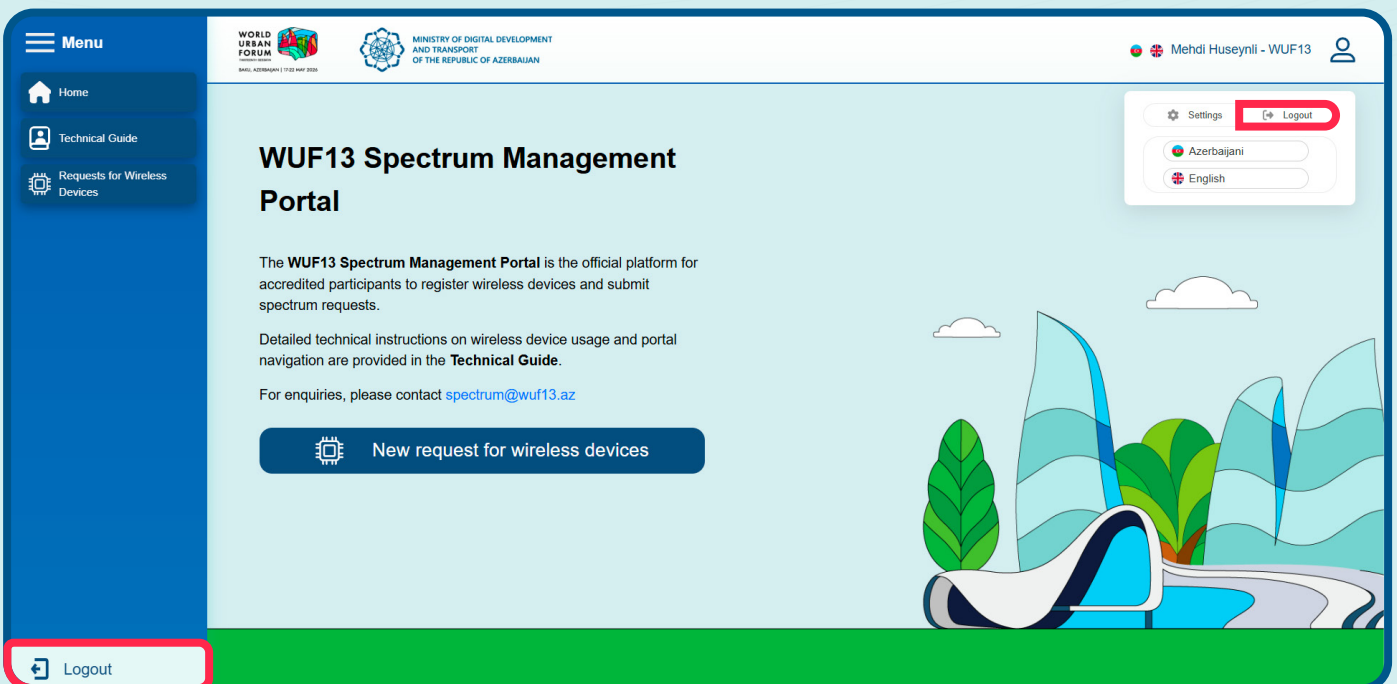
Login and Logout

To access the **WUF13 Spectrum Management Portal**, enter your credentials and click **“Login.”**



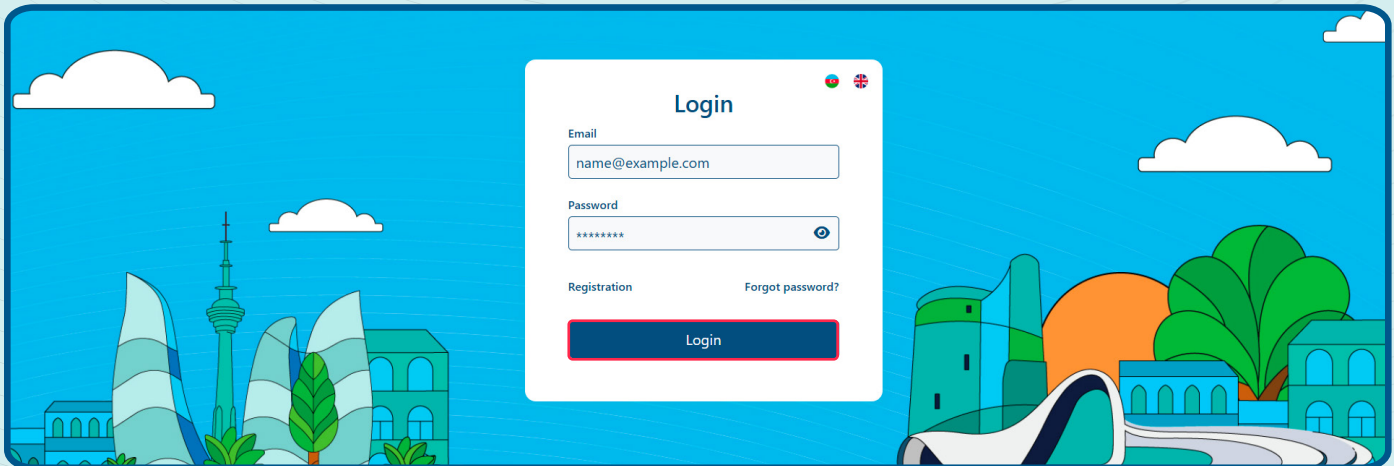
To log out of the portal, use one of the following options:

- Click **“Logout”** in the lower-left corner; or
- Click **“Profile”** in the upper-right corner and select **“Logout”** from the dropdown menu.

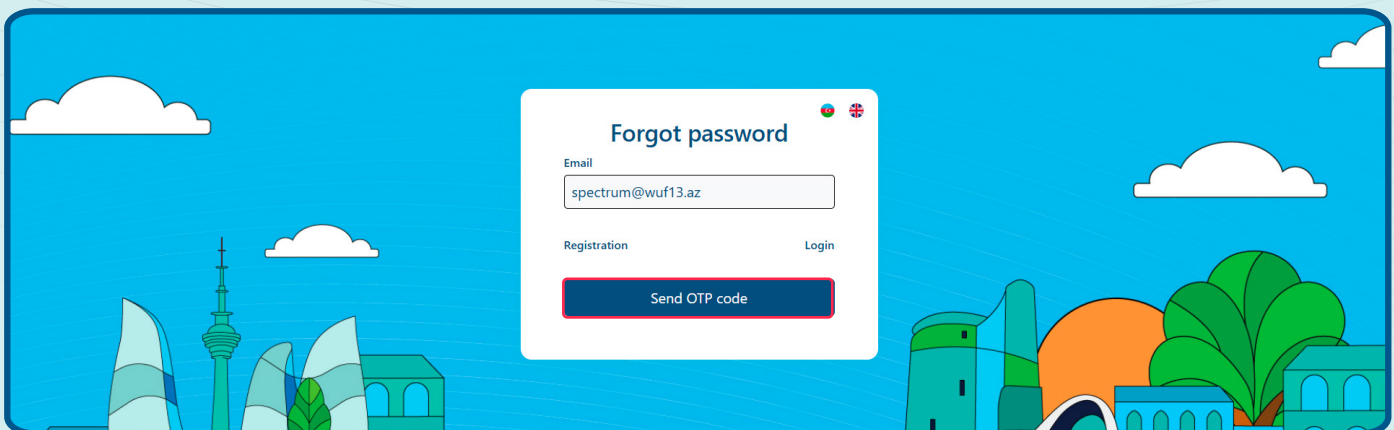


Password Recovery

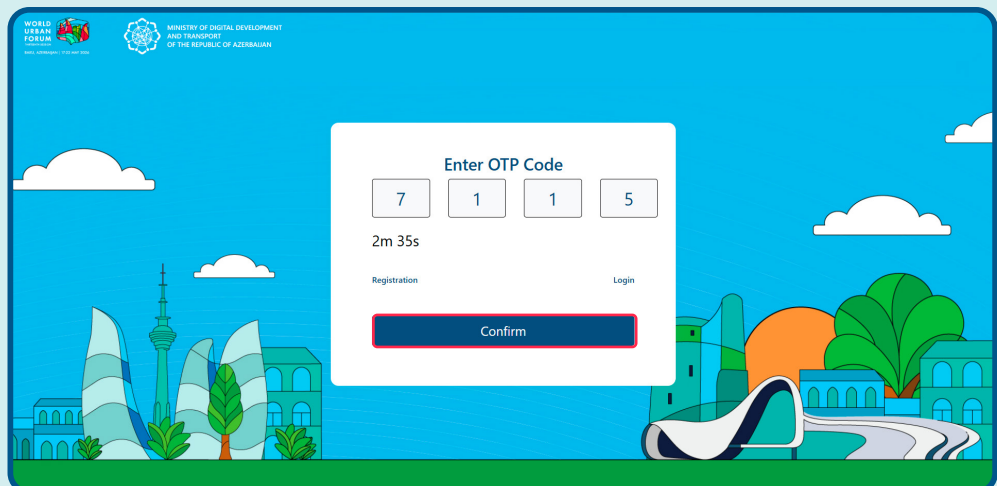
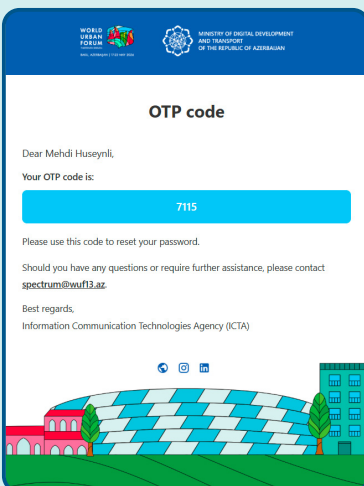
If you forget your password, click **“Forgot password?”** on the **“Login”** page.



Enter your email address and click **“Send OTP code”** on the **“Forgot password”** page.

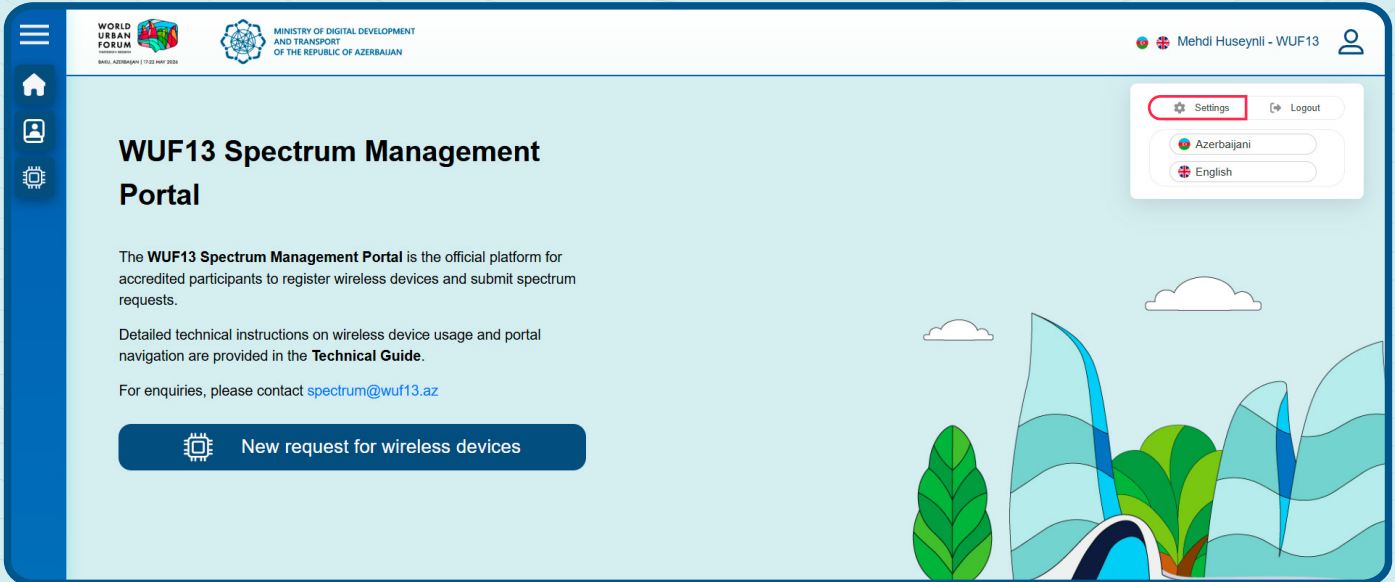


Enter the OTP code sent to your email address, click **“Confirm,”** and reset your password.



Settings

Navigate to the **“Profile”** icon and select **“Settings”** from the dropdown menu.



WUF13 Spectrum Management Portal

The **WUF13 Spectrum Management Portal** is the official platform for accredited participants to register wireless devices and submit spectrum requests.

Detailed technical instructions on wireless device usage and portal navigation are provided in the **Technical Guide**.

For enquiries, please contact spectrum@wuf13.az

[New request for wireless devices](#)

Settings [Logout]

Azerbaijani

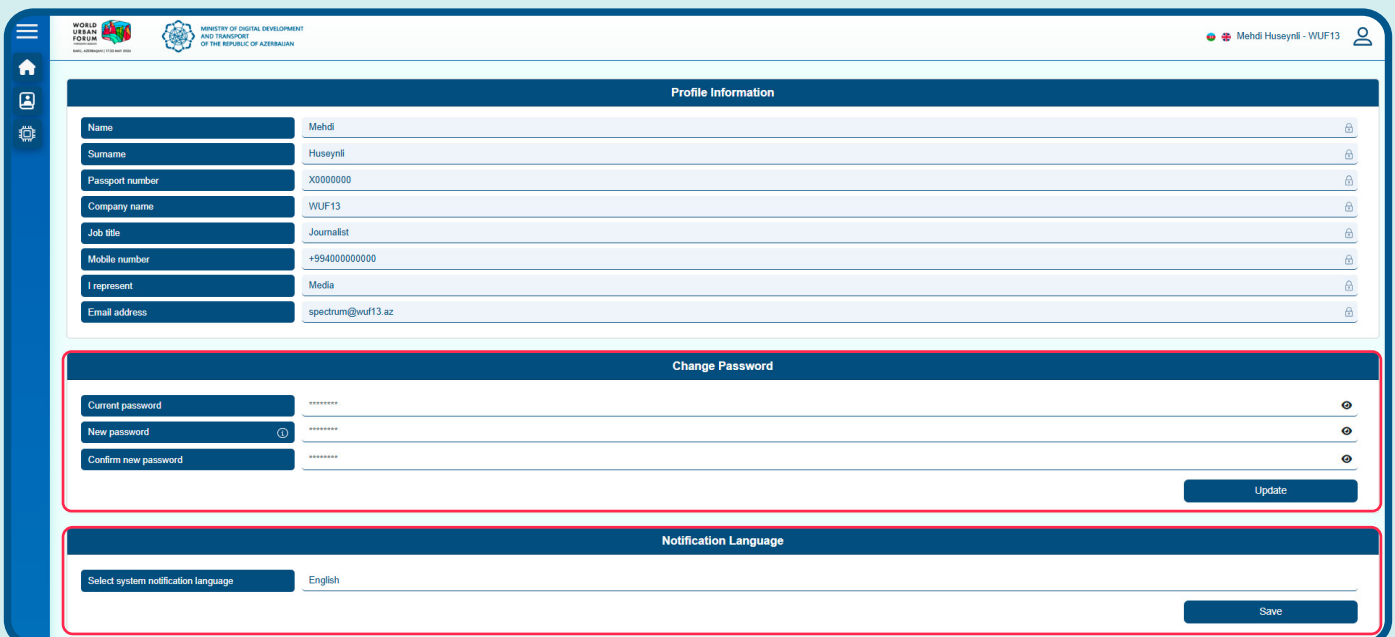
English

To update your password, navigate to the **“Change Password”** section, enter your current and new passwords, and click **“Update”**.

Note: The password must be at least 8 characters long and contain uppercase and lowercase letters, numbers, and symbols.

To receive the notifications in your preferred language, navigate to the **“Notification Language”** section, select the language from the dropdown list, and click **“Save”**.

Note: Notifications refer to the emails sent from the portal. The language you select during registration will be set as the default language for email notifications.



Profile Information

Name	Mehdi
Surname	Huseynli
Passport number	X0000000
Company name	WUF13
Job title	Journalist
Mobile number	+994000000000
I represent	Media
Email address	spectrum@wuf13.az

Change Password

Current password: [password field]

New password: [password field]

Confirm new password: [password field]

[Update](#)

Notification Language

Select system notification language: English

[Save](#)

Spectrum Request for Wireless Devices

Once you are on the **“Spectrum Request for Wireless Devices”** page, fill in the required information.

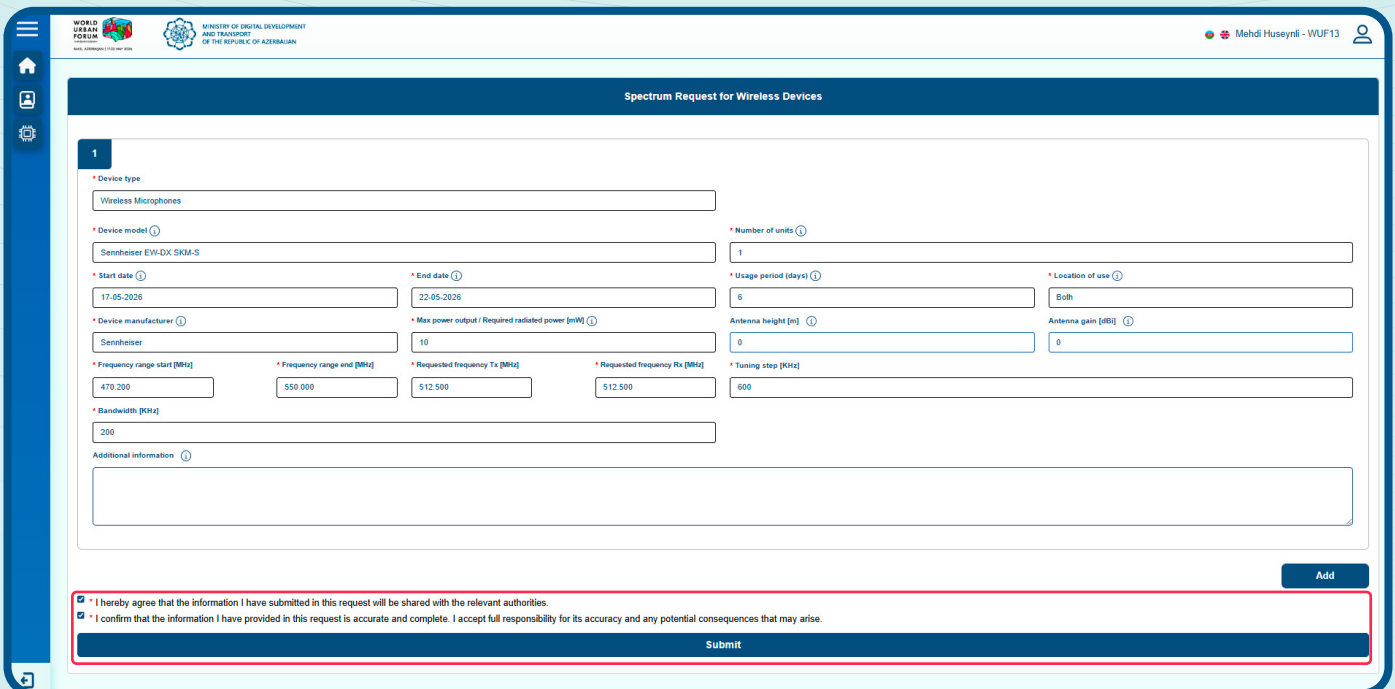
Note: For detailed information, click the  icon located next to the relevant fields.

You may provide further details in the **“Additional information”** box.

To create a spectrum request for another device, click **“Add”**.

Read the information presented next to the checkboxes carefully and select both.

Ensure the accuracy of all information, then click **“Submit”**.



Spectrum Request for Wireless Devices

1

* Device type
Wireless Microphones

* Device model ⓘ
Sennheiser EW-DX SKM-S

* Start date ⓘ
17-05-2026

* Device manufacturer ⓘ
Sennheiser

* Frequency range start [MHz]
470.200

* Bandwidth [KHz]
200

* End date ⓘ
22-05-2026

* Max power output / Required radiated power [mW] ⓘ
10

* Frequency range end [MHz]
550.000

* Requested frequency Tx [MHz]
512.500

* Number of units ⓘ
1

* Usage period (days) ⓘ
6

* Antenna height [m] ⓘ
0

* Requested frequency Rx [MHz]
512.500

* Tuning step [KHz]
600

* Location of use ⓘ
Both

* Antenna gain [dBi] ⓘ
0

Additional information ⓘ

I hereby agree that the information I have submitted in this request will be shared with the relevant authorities.

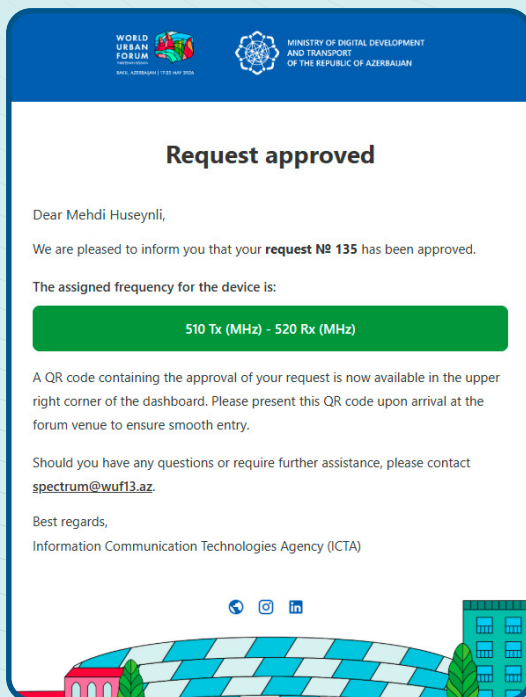
I confirm that the information I have provided in this request is accurate and complete. I accept full responsibility for its accuracy and any potential consequences that may arise.

Submit

Add

To view the request number, submission date and time, status, and other details, navigate to the **“Requests for Wireless Devices”** page.

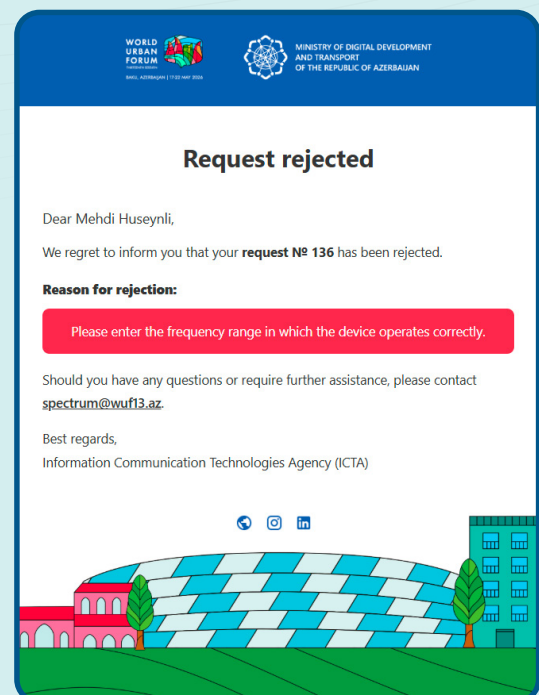
Once the review of the spectrum request is complete, the outcome will be communicated to you via email.



If the request is approved, the assigned radio frequency will be stated in the email, and a QR code containing the device details will be activated on the “**Requests for Wireless Devices**” page.

Upon arrival at the event venue, please approach the **Spectrum Test and Tagging Desk** for technical inspection and tagging of your device.

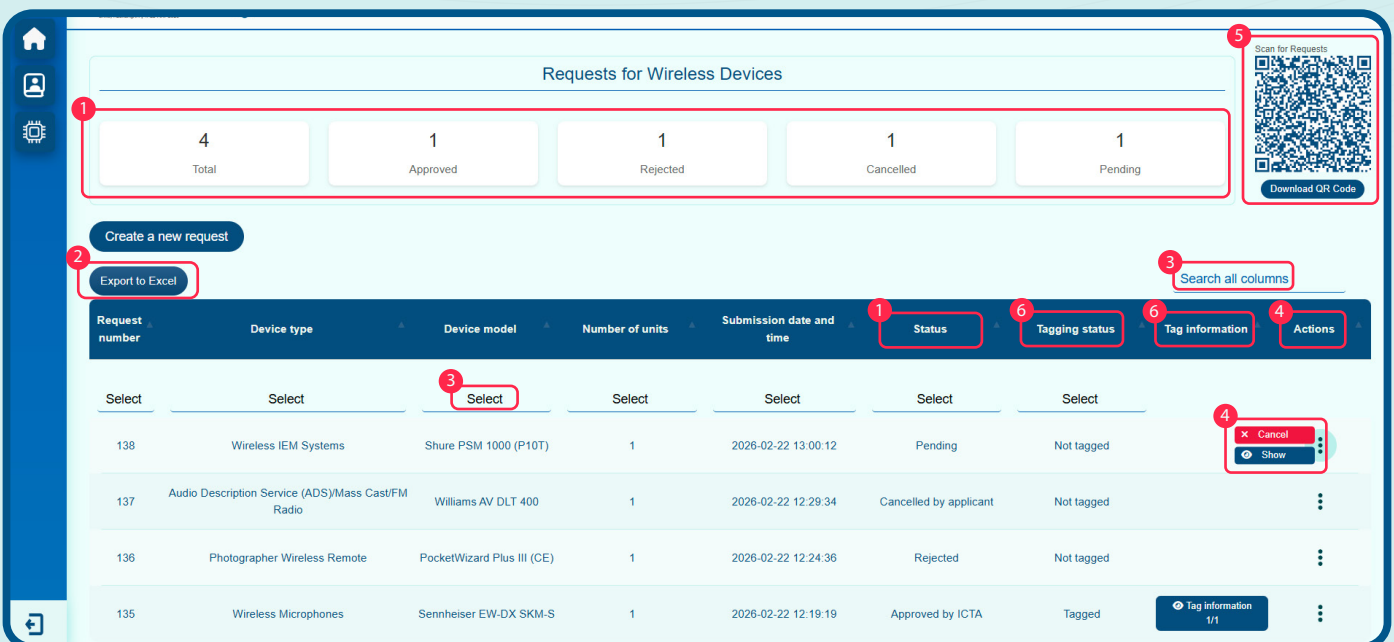
If the request is not approved, please review the stated reason for rejection and follow the next steps in accordance with the instructions provided.



Requests for Wireless Devices

The following functions are available on the **“Requests for Wireless Devices”** page:

1. Check the **“Status”** column or the fields at the top of the page to view the status of your requests.
2. Click **“Export to Excel”** to download the report of the requests.
3. Use the **“Search all columns”** field to find entries, the first row of the table to sort results, and the **“Select”** field in the second row to filter them.
4. Use **“Show”** in the **“Actions”** column to view the request details and select **“Cancel”** to cancel the request.
Note: You may cancel your request while it is in the **“Pending”** or **“Approved by ICTA”** status. Please note that once cancelled, the request cannot be retrieved.
5. Scan the QR code in the upper-right corner to view all approved requests.
Note: The QR code is activated once the request is approved.
6. View the tagging status in the **“Tagging status”** column and the tag number in the **“Tag information”** column.



The screenshot displays the 'Requests for Wireless Devices' portal. At the top, a summary bar shows 4 Total, 1 Approved, 1 Rejected, 1 Cancelled, and 1 Pending requests. A QR code in the top right is labeled 'Scan for Requests' and 'Download QR Code'. Below the summary, there are buttons for 'Create a new request' and 'Export to Excel'. A search bar labeled 'Search all columns' is also present. The main table lists requests with columns for Request number, Device type, Device model, Number of units, Submission date and time, Status, Tagging status, Tag information, and Actions. The table contains four rows of data. The 'Status' column is highlighted with a red box and a '1' callout. The 'Export to Excel' button is highlighted with a red box and a '2' callout. The 'Search all columns' field is highlighted with a red box and a '3' callout. The 'Select' field in the table header is highlighted with a red box and a '3' callout. The 'Cancel' and 'Show' buttons in the 'Actions' column are highlighted with a red box and a '4' callout. The 'Tagging status' and 'Tag information' columns are highlighted with red boxes and '6' callouts.

Request number	Device type	Device model	Number of units	Submission date and time	Status	Tagging status	Tag information	Actions
Select	Select	Select	Select	Select	Select	Select		
138	Wireless IEM Systems	Shure PSM 1000 (P10T)	1	2026-02-22 13:00:12	Pending	Not tagged		Cancel Show
137	Audio Description Service (ADS)/Mass Cast/FM Radio	Williams AV DLT 400	1	2026-02-22 12:29:34	Cancelled by applicant	Not tagged		
136	Photographer Wireless Remote	PocketWizard Plus III (CE)	1	2026-02-22 12:24:36	Rejected	Not tagged		
135	Wireless Microphones	Sennheiser EW-DX SKM-S	1	2026-02-22 12:19:19	Approved by ICTA	Tagged	Tag Information 1/1	



Contact

For questions related to the WUF13 Spectrum Management Portal, spectrum request submission, or frequency allocation, please contact spectrum@wuf13.az.