



IGS INTERNATIONAL
G N S S SERVICE

PROCEDURE FOR BECOMING AN IGS STATION

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International GNSS Service (IGS)
IGS Infrastructure Committee (IC)

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Document History

Date	Version	Amendments	Author(s)
2023-10-01	1.00	Document available.	M. Bradke R. Ruddick
2025-10-02	1.01	Updated link to the Guidelines for Continuously Operating Reference Stations in the IGS . Updated Mailing List Section.	C. Martire R. Khachikyan



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Background

This document describes the procedure to be followed by GNSS stations in order to be included in the International GNSS Service (IGS) network. It is applicable to international GNSS stations and includes detailed steps to be taken by the responsible agency, in consultation with the IGS Central Bureau.

In addition to this document, candidate IGS stations should consult the "[Guidelines for Continuously Operating Reference Stations in the IGS](#)" in order to comply with the detailed station requirements with respect to monumentation, receiver, antenna, data handling, documentation, and data formats as described in this document. Prior to the station installation it is recommended to follow the "[Monumentation Design and Implementation Recommendations](#)" issued by the IGS.

Steps

1. Make sure the station complies with the **Requirements for Permanent Stations** in the document "[Guidelines for Continuously Operating Reference Stations in the IGS](#)".
2. All IGS stations are identified using a unique **nine-character abbreviation**. The first four characters should be globally unique. Consequently, choosing this code is the first step. It will be used for all future reference to your station (data and documentation).
3. **Request a DOMES number** for your station/marker from the [International Earth Rotation and Reference Systems Service](#) (IERS).
4. **Propose the new station** by filling out the online form: <https://igs.org/network-resources/#propose-new-site>. Please attach a current IGS site log, 4 photos of the antenna in every cardinal direction as well as the individual antenna calibration values for the antenna/radome installed at your station in ANTEX format (if available). If the station is located in the footprint of a regional network, it is recommended to propose this site to the regional network prior to the contribution to the IGS.
5. The station will be initially **reviewed** by the Station Proposal Committee, composed of the IGS Infrastructure Committee Coordinator, the IGS Network Coordinator, IGS Reference Frame Coordinator, IGS Network representatives and an additional representative from the region the station is being proposed. The IGS CB will ask you to upload your data to the primary data centre as set in the site log of the station. The data quality and latency will be checked accordingly.
6. **Send a signed scan** to the IGS Central Bureau (cb@igs.org) stating the [long-term commitment](#) (at least 3 years) to operate the station following IGS Guidelines.
7. **Subscribe** to both IGS Mailing lists: [IGS Mail](#) and [IGS Station](#). These lists are used to ensure all participants are aware of important information relating to the IGS network and/or IGS data centre(s).
8. **Contact at least two IGS Global Data Centres** to start the daily and hourly data flow. Please always copy the Central Bureau in your email correspondence.
9. If applicable, **contact the operator of each of the IGS global broadcasters** to start the real-time data flow.