

**IMPLEMENTATION OF THE 2004 OPERATIONAL PLAN
(ACTIVITIES OF TERRESTRIAL SERVICES DEPARTMENT (TSD))**

Executive summary

During the year 2004, TSD activities were focused on two main groups of activities:

- preparation of the First session of the Regional Radiocommunication Conferences for planning of the digital terrestrial broadcasting service in parts of Regions 1 and 3, in the frequency bands 174 – 230 MHz and 470 – 862 MHz (Geneva, 10-28 May 2004) and implementation of its decisions regarding the inter-sessional activities;
- treatment of submissions from administrations, mainly frequency assignment notices to stations in various terrestrial radiocommunication services, under the relevant provisions of Articles 9, 11, 12 and 20 of the Radio Regulations, as well as under the relevant provisions of various Regional Agreements.

The main objectives in this respect (timely initiation and execution of the relevant activities; processing and examination of the administration's notices and other submissions within the statutory limits) were generally achieved. The relevant information resulting from these activities was published according to the standard patterns:

- on a bi-weekly basis, through the International Frequency Information Circular (IFIC), for the submissions under Articles 9 of the RR, under various plan modification procedures, and under Article 11 of the RR;
- on a monthly basis, through regular CD publications, for the submission under Article 12 of the RR;
- in accordance with pre-established schedules, as indicated in the relevant publication notices, for the submissions relevant to the publication of various service documents listed in Article 20 of the RR.

At the same time, TSD continued to meet the increasing demand for assistance from administrations, international organizations, private companies and other entities in the application of regulatory, administrative and operational procedures including detailed calculation results and test calculations. Reports of harmful interference were accorded the highest priority, as were reports of unauthorized emissions in frequency bands reserved for safety services.

TSD also applied the relevant administrative and operational procedures, and the outcomes of these procedures (e.g., provision of appropriate means of identification) have been disseminated accordingly (e.g., through the Operational Bulletin).

In addition, TSD continued to maintain several databases (such as the electronic version of the IFL, several worldwide and regional plans, the ship and coast stations databases), which represent reference tools for numerous applications. The uninterrupted on-line availability of the ship stations database, to the registered users, through Internet, was highly appreciated by the search and rescue authorities as indispensable tool for their everyday activities.

4 Activities related to WRC

4.1 Staff of the Department continued with the post-conference activities resulting from the decisions of the WRC-03 (continuing review of the Rules of procedure and preparation of required modifications to the existing Rules with a view to reflecting the WRC-03 decisions, review of the relevant parts of the revised Radio Regulations with a view to their publication in the 2004 edition of the RR, continued review of the findings of the recorded assignments, etc) as well as with activities resulting from decisions of earlier conferences (Resolution 21 (WARC-92, revised in 1995 and 2003)).

4.2 Appropriate consideration was given to those Resolutions that require timely follow-up. In the reporting period, staff of the Department reviewed the bands that are subject to Resolution 21(Rev.WRC-03), amended the findings accordingly and prepared national extracts to the administrations concerned with a view to their review and follow-up action (CR/218).

4.3 Staff of the Department were involved in the preparatory activities for WRC-07, such as:

- early review of the agenda items that are relevant for the TSD activities,
- participation in the relevant meetings of the international organizations (e.g., IMO/COMSAR8, IMO/ITU Experts group on WRC-07 issues, CEPT CPG/PT4) as well as in the relevant ITU-R Study group activities,
- preparation of the relevant submission to C-04 with a view to establishing the final agenda and precise dates for WRC-07 and follow-up activities subsequent to the adoption of Resolution 1227 from C-04, etc.

Performance indicator (for TSD): Satisfactory (early initiation of the relevant activities with a view to ensuring appropriate consideration of the relevant issues). The staff resources used were within the forecasts indicated in the Operational Plan.

6 Activities related to the RRC-04/06

6.1 Staff of the Department was involved in various kind of preparatory activities related to the RRC-04, such as:

- finalization of the BR Reports to RRC-04 (documents 4, 33 and 55),
- participation in the meetings of the regional organizations (CEPT, EBU) as well as in the meeting of the informal group for preparations of RRC-04,
- special processing of the notices related to existing and planned analogue TV stations from the Member States in the extended planning area. In this context, the Bureau developed a specific notice form (TP2) and processed some 10 100 frequency assignment notices from the Member States concerned (ARM, AZE, GEO, KAZ, KGZ, RUS, TJK, TKM and UZB), in response to the BR Circular-letter CR/196 and to multi-address letter 01(DIR)/O.1547/03 of 10 June 2003. The Bureau consolidated the received data, validated them through several iterations (in consultation with the administration of RUS) and published them as Annex to CR/209 (on CD-ROM). Special arrangements were established for on-line consultation on these data from the web.
- study of the Member States proposals with a view to preparing briefing notes (including the possible impact on the BR activities), etc.

6.2 The ITU preparatory activities for RRC-04 were streamlined into two organizational structures: the BR preparatory team (comprising participants from TSD, SGD and IAP) and the ITU Task Force (comprising participants from the BR, SC, CONF, CEC, FI, PE, IS and LAU), which had regular meetings at which the relevant issues are discussed. Where necessary, suitable documents have been prepared for the attention of the Members States (e.g., DM-1110 dealing with model forms for delegations' credentials).

6.3 Several staff of the Department participated in the work of RRC-04 (10 – 28 May 2004), either as part of the Secretariat (T. Gavrilov, W. Frank, A. Mendez, P. Hai, N. Vassiliev, D. Botha, B. Rackov, L. Trarieux, D. Steel, P. Berrod, P. Rosa) or as BR representatives (J. M. Paquet).

6.4 After RRC-04, staff of the Department was involved in various post-conference activities, such as:

- preparation of the revised versions of the Resolutions from RRC-04 (editorial corrections and omissions) and their posting on the ITU web;
- preparation of the relevant submissions to C-04 dealing with the agendas for the second session of the RRC and for the associated conferences to deal with the consequential revision of the ST61 and GE89 Agreements; participation in the follow-up activities consequential to the adoption by the Council of the concerned decisions (Resolutions 1224, 1225 and 1226);
- dissemination of the results of RRC-04 to the membership (CR/214), information on the established arrangements (administrative circulars CA/139 and 143) and initiation of the relevant activities (e.g., those of the Planning Exercise Team),
- development of the electronic format for requirements for digital broadcasting and preparation of the associated circular-letter (CR/215 + Corr.1),
- development of data capture software for creating digital broadcasting requirements (CR/219), subsequent development of software for data validation and data correction, and development of guidelines for use of this software when submitting digital requirements (CR/229),
- preparation of the list of BT assignments notified prior to 31 December 1989 that may be eligible for inclusion of the reference situation and their dissemination (CR/217 + Corr.1),
- development of a specific form of notice BC6 (in paper and electronic format) for use in the context of the establishment of the reference situation for the analogue BT assignments (CR/230);
- preparation of the list of FXM assignments notified prior to 31 December 1989 that may be eligible for inclusion in the reference situation, review of the findings of the concerned assignments, preparation of national extracts and of the consolidated list and their dissemination (CR/216),
- preparation of the list of FXM assignments notified between 31.12.1989 and 10.05.2004 that may be eligible for inclusion in the reference situation, review of the findings of the concerned assignments, preparation of national extracts and of the consolidated list and their dissemination (CR/220),
- calculation of the separation distances for the FXM assignments that may be eligible for inclusion in the reference situation, inclusion of the calculated data in the database and their dissemination with the BR IFIC;

- preparation of guidelines for the application of Resolution GT-PLN/3 regarding the coordination of the FXM assignments notified after 10.05.2004, with a view to their inclusion in the reference situation (CR/223);
- development of a specific form of notice R06 (in paper and electronic format) for identifying the FXM assignments that are to be included in the reference situation and for communicating of additional data elements that are not included in Appendix 4 (CR/224);
- organization and necessary support to the meetings of the Planning Exercise Team (20 – 22 October 2004) and of the Steering Group of the IPG (10 – 12 November 2004), including preparations of several submissions for these bodies and participation in two Working Groups of the PXT (on testing procedure and missing criteria and parameters);
- participation in the meeting of the WP of the RPG (29 October – 3 November 2004), including preparations of several submissions for this meeting;
- participation in the meetings of the regional organizations concerned (e.g., CEPT/PT24, CEPT/WG-RRC06, EBU) and in the associated workshops,
- cooperation with the EBU in the preparation of the planning software that will be used within ITU during the intersessional and RRC-06 planning activities, including its intensive testing as from 1 September 2004.

Performance indicator (for TSD): Satisfactory (all activities initiated and executed in timely manner to the satisfaction of the membership). The staff resources used were within the forecasts indicated in the Operational Plan.

7 RRB-related activities

Staff of the Department prepared the required input for the Director's report to the 33rd, 34th and 35th RRB meetings, including a special case of harmful interference, and completed the update of the relevant Rules of procedure which reflect the decisions of WRC-03 (revised versions included in CCRR/24 and CCRR/25).

Performance indicator: Satisfactory (all activities initiated in time and completed according to established schedules). The staff resources used were within the forecasts indicated in the Operational Plan.

8 RAG-related activities

8.1 Staff of the Department was involved in the organization of the meeting of the Ad-hoc group of the RAG dealing with the operational planning (26-28 January 2004), which reviewed the draft ITU-R Plan for 2004-2007, including the participation in that meeting.

8.2 Staff of the Department continued to provide logistic support for the RAG-related activities, as required (issuing of CA/134 dealing the Resolution 109(PP-02) issues, issuing of CA/142 dealing with the arrangements for study of the issues regarding ITU structure, liaison with the Council group on observers, etc).

8.3 Staff of the Department prepared the necessary input to the twelfth RAG meeting (22 – 26 November 2004) as well as the necessary organizational support. The conclusions from the RAG-2004 meeting were scrutinized and appropriate follow-up activities were initiated and carried out (e.g., issuing of CA/146 dealing with admission of Sector Members as observers at meetings of Council, etc).

Performance indicator: Satisfactory (timely initiation of all RAG-related activities). The staff resources used were within the forecasts indicated in the Operational Plan.

10 Seminars, workshops and related activities

10.1 Staff of the Department participated in the preparatory activities for the organization of the workshop on Radio spectrum management for a converging world, in the context of the New initiatives programme of the ITU (Geneva, January 2004).

10.2 Staff of the Department prepared the necessary input for the Regional BR Seminar for the CIS countries and participated in this event (Almaty, KAZ, April 2004).

10.3 Staff of the Department prepared the necessary input and participated in the ITU/EBU workshop on digital broadcasting for the CEE and Baltic States (Sofia, 8 – 10 June 2004), in the ITU workshop on digital television for CEE, CIS and Baltic States (Moscow, 21 – 24 September 2004), as well as in the ITU/ASBU workshop on digital broadcasting (Damascus, 22-25 November 2004).

10.4 Staff of the Department participated in the biennial BR Seminar (Geneva, 15 – 19 November 2004), which included extensive preparatory activities as well as conduct of the associated workshop for RRC-04/06.

10.5 Staff of the Department conducted the extended training for three officials from MLI (22 – 26 November 2004).

Performance indicator: Satisfactory (timely response to the seminar-related activities). The staff resources used were within the forecasts indicated in the Operational Plan.

11 Liaison and support to development activities

11.1 Staff of the Department was involved in the ongoing distance-learning course on spectrum management, as well as in the review of the descriptions for some of the BDT assistance programmes dealing with spectrum management and conference related activities.

11.2 Staff of the Department also supported some of the BDT activities (see section 10 above).

Performance indicator: Satisfactory (timely response to all seminar-related activities). The staff resources used were within the forecasts indicated in the Operational Plan.

12 Development of BR publications

12.2 Regulatory publications (including service publications)

12.2.1 In the reporting period, the preparation of the regulatory publications and the service publications followed the standard pattern, as foreseen in the Operational Plan, notably:

- The BR International Frequency Information Circular (BRIFIC) was published regularly, with no delay, every two weeks, and the concerned website was updated on a regular basis. The first edition of BR IFIC in the six official languages of the Union, as well as the associated Preface, have been prepared in 2004 (published and disseminated on 11 January 2005).
- List of Coast Stations (List IV): The 19th edition of List IV (916 pages) was published in April 2004, and its supplement No. 1 in October 2004. Preparatory work for Supplement No 2 is

underway. The database related to coast stations has been included in the on-line application MARS and became operational on 9 November 2004.

- List of Ship Stations (List V): Supplement No. 3 to the 43rd edition of the List was published in March 2004. The 44th edition of the List (Paper + CDROM) was published in June 2004, while Supplements Nos. 1 & 2 to this List were published in September and December 2004 respectively. In addition, TPR/SDP has carried out the necessary activities for preparation of the CDROM for “Fairplay/Lloyd” (this task was previously carried out by the IS Department). Additional improvements have been implemented in this respect (use of specific “ftp” site and updates on a weekly basis; addition of a new data filed dealing with IMO number).
- List of Radiodetermination and Special Service Stations (List VI): Supplements Nos. 2 and 3 to the 15th edition were published in March and September 2004, respectively. Preparatory work for Supplement No 4 is underway.
- List of Call-signs of Maritime mobile Stations (List VIIA): Supplements Nos. 3, 4, 5 and 6 to the 21st edition were published in January, April, July and October 2004, respectively.
- List of Monitoring Stations (List VIII): the amendments from Administrations are published in Operation Bulletin (e.g., Nos. 809 and 815). Preparatory work for the 10th edition is underway. Requests for updates of the published information have been sent to the administrations and, in this context, the relevant multi-destination letters were dispatched to administrations. A further reminder (multi- destination fax) was also sent.
- Optional Provision: No activity in this period.

Relevant details are included in Table 12.2-1.

Table 12.2-1: Cumulative statistics concerning preparation of Service documents in 2004

Service Documents	Publication	Pages	No. of incoming Notifications (all formats)	No. of transactions (including magnetic tapes & diskettes)
List IV (COAST STATIONS)	One suppl. +19 th edition	974	55	1 227
LIST V (SHIP STATIONS)	Three suppls + 44 th edition	2 104	1 497	109 676
LIST VI (RADIODETERMINATION)	Two suppls	162	68	1 612
LIST VIIA	Four suppls	928	Internal extraction	
LIST VIII	-	-	70	2 372
OPTIONAL PROVISION	-	-	-	-
OPERATIONAL BULLETIN	807, 808, 809, 811, 815, 819	20	9	

12.2.2 In addition to the standard treatment of notifications from administrations related to the above publications, activities were also undertaken on the publication of the relevant information in the ITU Operational Bulletin. The Bureau also continues to maintain and to update, on a regular basis, the ship-station database for use by the maritime mobile access and retrieval system (MARS). Two new features were implemented on the MARS site during 2004: providing information to users via “newsflashes” and a new online service for retrieving particulars of coast stations.

Performance indicator (for TSD): satisfactory (all activities initiated and/or completed according to pre-established schedules; some complaints are still being received from users, on the difficulties in installing the BRIFIC: they are normally forwarded to IAP and they seem to be resolved on a case-by-case basis). The staff resources used were within the forecasts indicated in the Operational Plan.

14 Treatment of notices and other submissions related to terrestrial services

14.1 General observations

14.1.1 Staff of the Department continued to process notices pertaining to terrestrial services under various arrangements:

- Using those TerRaSys tools that have been brought into production (these include the tools for processing submissions to BC and BT notices in the VHF and UHF bands, and for treatment of FXM¹ notices governed by Article 11 of the RR, except the examination of the FXM notices in those bands shared with space services which include space-to-Earth allocation to the concerned space service and the notices in the bands governed by GE85-EMA and RJ88 Agreements);
- Using local data management systems and similar equivalents outside TerRaSys (such arrangements are used in the context of the AP26, GE75 and RJ81 Plans; in the context of the LF/MF BC submissions under Article 11 of the RR, as well as in the context of the HF Broadcasting under Article 12 of the RR – see also paragraph 14.3.3);
- Using semi-automated or manual procedures (such arrangement is used in the context of the Article 9 submissions and for some type of examinations under AP25, and GE85-MM Plans as well as for some types of examinations of submissions under Article 11).
- Using auxiliary tools developed in the TSD for pre-validation of the notices vis-à-vis those decisions of the WRC-03 that have entered into force on 5 July 2003 (pending the update of the relevant validation software under TerRaSys).

14.1.2 At the time of the preparation of this report, the Department was still without any operational tool (either standard or provisional) in the following areas and no activity is being performed yet in these areas:

- Processing and examinations of new submissions related to the plan modification procedures, which necessitate assessment of the compatibility, in the context of the following plans: AP25, GE85-MM and GE85-EMA;
- Examination of the FXM notices governed by Article 11 of the RR (in the bands shared with space services that include down-link allocation to the space services, in the bands governed by the GE85-EMA Agreement, in the bands governed by the RJ88 Agreement).

14.3 Details concerning the activities related to the application of the regulatory procedures pertaining to terrestrial services

14.3.1 Coordination requests pertaining to terrestrial services

Table 14.3.1-1 indicates the activities related to coordination requests (under 9.21) pertaining to terrestrial services. This activity is being performed in a manual or semi-automated manner, outside TerRaSys.

¹ FXM stands for the submissions in the fixed, mobile and other services, except the broadcasting service in the LF/MF and VHF/UHF bands.

Table 14.3.1-1: Treatment of coordination requests (under 9.21)

Expected input	100
Received notices	423
Examined notices (including previous periods)	431
No. of active cases	439 ²
Performance indicator for examination	Satisfactory
Backlog (weeks)	0

14.3.2 Plan modification procedures for terrestrial services

The Bureau continues to receive considerably higher number of notices, in the context of the VHF/UHF BC/BT services, compared to the amounts envisaged in the Operational Plan. Tables 14.3.2-1 and 14.3.2-2 summarize the activities related to plan modification procedures pertaining to terrestrial services.

Table 14.3.2-1: Submissions under plan modification procedures (BC/BT services)³

Procedure	ST61	GE75	RJ81	GE84	GE89
Expected input	2 500	80	60	2 000	200
Received notices	7 142	60	37	3 628	5 637
Capture and Validation					
Captured notices	7 142	60	37	3 628	5 637
Performance indicator for data capture	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory
Backlog (weeks)	0	0	0	0	0
Examination and publication					
Published notices (Part A)	2 862	22	41	2 967	5 097
Notices awaiting publication in Part A	189 (3 weeks)	28 (30 weeks)	1 (18 weeks)	254 (9 weeks)	0
Published notices (Part B)	3 677	14	10	2 618	352
Notices awaiting publication in Part B	884 (3 weeks)	9 (21 weeks)	36 (20 weeks)	292 (3 weeks)	0
Performance indicator for examination and publ.	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory

Performance indicator: The objectives set forth in the Operational Plan (timely processing within the statutory limits) have been achieved by using two different arrangements: under TerRaSys in the context of the VHF/UHF Plans (ST61, GE84 and GE89), and outside TerRaSys in the context of the

² Five BC submissions, 434 FXM submissions.

³ Submissions under ST61, GE84 and GE89 agreements are treated under TerRaSys; submissions under GE75 and RJ81 are treated outside TerRaSys (using local database systems).

LF/MF Plans (GE75 and RJ81). The resources used were proportional to the forecasts indicated in the Operational Plan.

Table 14.3.2-2: Plan modification procedures (other than BC/BT)

Procedure	AP 25	AP 26	GE85
Expected input	20	10	40
Received notices	7	0	0 (Note 1)
Examination			
Treated cases (including previous periods)	12	0	0
Performance indicator for examination	Partially satisfactory	N/A	N/A
Backlog (weeks)	0	0	0 (Note 1)
Remaining active cases	16	0	0 (Note 1)
Earliest date of receipt	15.01.2002	-	- (Note 1)

NOTE 1: There are some 140 notices, under RR_ART11 procedure, in the bands governed by the GE85-EMA agreement, which may be eligible for the application of the Plan modification procedure (earliest date of receipt: 29 September 2000). These notices will be processed once the relevant tools are made available.

Performance indicator: Partially satisfactory (for AP25): BR has followed the relevant steps of the procedure without performing the required compatibility assessment. There were no new submissions for AP26 and GE85.

14.3.3 Processing of submissions to HF broadcasting (Article 12 of the RR)

The treatment of these submissions has followed the standard pattern (for details see Table 14.3.4-1): all valid notices received up to two weeks before each publication are incorporated in the database and included in the appropriate technical examination process. In the reporting period, eleven CD-ROMs have been published, which contain, *inter alia*, HFBC schedules, results of compatibility analysis and the latest version of the HFBC software. This activity also comprises exchange of correspondence with administrations and regional coordination groups concerning possible improvements to software, update of reference data, improvements in the presentation of calculation results, and maintenance of web pages with latest software updates and reference data.

In the associated activities, staff of the Bureau participated in the Regional HFBC Coordination meeting for season A-2004 in Dubai (UAE, 9 – 13 February 2004).

Performance indicator: Satisfactory. All activities completed in accordance with the schedule indicated in Article 12. The resources used were within the forecasts indicated in the Operational Plan.

14.3.4 Notification, examination, recording procedures pertaining to terrestrial services (Article 11 of the Radio Regulations)

Table 14.3.4-1 summarizes the activities related to notification and other regulatory procedures pertaining to terrestrial services:

Table 14.3.4-1: Notification and other regulatory procedures in 2004

Procedure	Art. 11	Art. 12
Expected input	50 000	15 000 ⁴
Received notices	55 816	33 053
Capture and Validation		
Captured notices	55 816	33 053
Performance indicator for data capture	Satisfactory	Satisfactory
Backlog (weeks)	0	0
Examination		
Examined notices (under TerRaSys)	6 003 (FMTV) 62 689 (FXM)	-
Examined notices (outside TerRaSys)	11 (LFMF)	54 654
Performance indicator for examination	Satisfactory (FMTV+LFMF) Partially satisfactory (FXM)	Satisfactory
Backlog (weeks)	12 weeks (FMTV) 39 weeks (LF/MF) 312 weeks (FXM)	0
Backlog (number of notices waiting for standard examination)	132 (FMTV) 45 (LF/MF) 46 716 (FXM)	0

Performance indicator: The objectives set forth in the Operational Plan (timely processing within the statutory limits using standard tools) have been fully achieved in the context of the BC/BT notices and have been partially achieved in the context of the FXM notices. The objectives set forth in the Operational Plan could not be achieved in the following areas: examination of FXM notices in the bands shared with space services (downlink allocations to space services), and in the bands governed by the GE85 and RJ88 Agreements. The resources used were generally within the forecasts indicated in the Operational Plan, with an emphasis on testing of the delivered components. The relevant statistics on processing of notices is given in Table 14.3.4-2.

⁴ Number of submissions expected for the Seasons A-2004 and B-2004

Table 14.3.4-2: Notices processed in TerRaSys for Publication in Parts I, II and III of BRIFIC

	Broadcasting			FXM (outside shared bands)			FXM (within shared band)			Totals			Gr. Total
	Pt I	Pt II	Pt III	Pt I	Pt II	Pt III	Pt I	Pt II	Pt III	Pt I	Pt II	Pt III	
1Q	3 039	3 752	134	11 112	17 936	119	5 357	15 196	83	19 508	36 884	336	56 728
2Q	1 292	1 105	54	13 448	13 771	1 156	7 047	1 261	1	21 787	16 137	1 211	39 135
3Q	520	614	10	8 078	4 242	450	2 175	229	16	10 253	4 471	466	15 190
4Q	644	675	7	9 066	9 106	170	1 628	592	3	11 338	10 373	180	21 891
Total	5 495	6 146	205	41 704	45 055	1 895	16 207	17 278	103	62 886	67 865	2 193	132 944

14.3.5 Other regulatory procedures, including assistance in the application of the regulatory procedures

Details concerning the application of the regulatory procedures described in Section 14.3.5.1 of the Operational Plan are summarized, as follows:

14.3.5.1.1 Special assistance in the application of coordination, plan modification and notification procedures

In the reporting period, TSD provided the following assistance to administrations related to the application of various regulatory procedures:

- Detailed frequency search and test calculations for GE84: to six administrations ALG, BFA, COG, MRC, SEN and YEM: 35 person-days
- Detailed calculation results and test calculations for GE89: to three administrations BEN, BHR and MLI: 16 person-days
- Detailed calculation results and test calculations for RJ81: to one administration B: 3 person-days
- Detailed calculation results and test calculations for GE75: to two administrations F, G: 5 person-days
- Analysis of discrepancies in locations of ground conductivity and borderlines near the international boundary between USA and Mexico: to one administration USA: 3 person-days.
- Detailed coordination distance calculation for ST61: to seven administrations BUL, HNG, HRV, LBN, MRC, SUI, TUN: 11 person-days.
- Assistance in the frame of the Article 9 procedures (9.18, 9.46, 9.60): to one administration UKR 2 person-days
- Assistance in the determination of suitable frequencies in the frame of the Article 12 procedure (12.12, 12.33): to two administrations ERI, MCO: 4 person-days.

14.3.5.1.2 Special monitoring and treatment of cases of harmful interference

In the reporting period, TSD continued to treat the reports of harmful interference, as a special case of assistance defined in the RR, on a priority basis (within 48 hours from their receipt). One particular case was drawn to the attention of the RRB, as requested by the administration concerned. Furthermore, the TSD/TPR continued with the special monitoring program referred to in Resolution 205. The relevant

statistics in this regard are summarized in Table 14.3.5.1.3-1:

Table 14.3.5.1.2-1: Statistics on special monitoring and harmful interference cases

	1 Q 04	2 Q 04	3 Q 04	4 Q 04	Total year
<u>406-406.1 MHz</u>					
Reports received	8	5	13	7	33
No. of Administrations involved	5	2	7	6	
No. of unauthorized emissions	5	1	9	7	22
No. of unauthorized emissions ceased	3	0	3	2	8
<u>Harmful Interference</u>					
No. of new cases (total no. of active cases)	8 (16)	12 (42)	12 (57)	28 (71)	60
No. of Administrations involved	8	7	9	20	
No. of cases closed	0	0	1	4	5
Cases of assistance to Administrations	0	0	4	4	8

14.3.5.1.3 Regular Monitoring Programme in the HF bands

In the reporting period, the Bureau received a total of **31 387** monitoring observations, as detailed in Table 14.3.5.1.3-1. All monitoring observations are available in zipped dBase format and Pdf format for internal and external download at <http://www.itu.int/ITU-R/terrestrial/monitoring/index.html>.

Table 14.3.5.1.3 -1 Monitoring observations received from administrations

Quarter	Observations received on paper	Observations received in electronic format	Total
1Q04	-	5 775	5 775
2Q04	-	11 394	11 394
3Q04	153	10 614	10 767
4Q04	-	3 451	3 451

14.3.5.1.4 Other activities regarding spectrum monitoring

Special assistance was provided to the administration of China, regarding the working arrangements for the radio monitoring service, including participation in the related seminar (Beijing, 13 – 17 September 2004).

Performance indicator (for the whole of the section 14.3.5): satisfactory. All of the relevant requests for assistance were addressed in a timely manner. Each of reported cases of harmful interference was normally processed within 48 hours. The observation reports were processed and posted on the Web without delay. The resources used were within the limits indicated in the Operational plan.

14.3.6 Application of administrative and operational procedures

14.3.6.1 In the reporting period, TSD/FMD handled 23 requests dealing with allocation of series of call signs, blocks of selective call numbers and Maritime Identification Digits, in accordance with Article 19, Resolution 13(Rev.WRC-97), as well as ITU-R and ITU Recommendations.

14.3.6.2 In the reporting period, the following means of identification were allocated/modified to administrations/international organizations:

- call sign series: one series (to NZL/CKH)
- blocks of coast station identification numbers: -
- predetermined group of ship stations: -
- MID: one MID (437 to UZB).

14.3.6.3 Assistance and clarifications concerning administrative provisions of the RR were given to several administrations, as well as to a number of entities outside the administrations (operating agencies, private companies and general public). Necessary liaison with IMO, Inmarsat / IMSO, ICAO and the UN was provided with regard to the application of the ITU treaty texts within these organizations. A total of 295 communications was exchanged.

14.3.6.4 The electronic version of the ITU Master List for means of identification has been maintained and updated using the new Global Administration Database (GLAD). New codes have been created to provide for the possibility for treating the submissions from the Palestinian Authority. The IDWM has been modified accordingly and incorporated in the standard BR software.

Performance indicator: satisfactory. All requests were treated in time and administrations in almost all cases follow the course of actions and other guidance suggested by BR. The staff resources used were within the forecasts indicated in the Operational Plan.

15 TSD activities in software development for processing of terrestrial notifications

In the reporting period, staff of the Department continued with the testing of various components of the new TerRaSys. The major activities in this regard are listed below:

- Completion of the beta tests on the software related to the processing of T11-T14 notices in the bands shared with space services which involve up link allocation to the space services ; this part of the software was subsequently put into production (on 21 April 2004).
- Preparation of necessary inputs concerning the development of the software related to FXM (Phase 3), dealing with the examination of FXM notices T11-T14 under Article 11 of the RR, in the bands shared with the space services, and ongoing beta tests of the delivered modules (e.g., examinations in the bands which involve down-link allocation to the space services).
- Review of Validation Rules with a view to their clarifying.
- On-going testing of all components made available (TerRaQ, TerRaNV, TerRaTron, TerRaRevFdg, TerRaRevQ, TerRaPub), identification of possible improvements and enhancements, submittal of related change proposals and subsequent testing of the modified software, as delivered.
- Ongoing support in fixing bugs and in system development.

Performance indicator (for TSD): partially satisfactory (some statutory activities, e.g., examinations in the shared bands which involve down-link allocation to the space services, are still not performed due to unavailability of examination tools). The staff resources used were within the forecasts indicated in the Operational Plan.

16 Assistance, cooperation and other activities

16.1 Provision of general assistance

In the reporting period, TSD continued to provide various kinds of assistance to administrations, as listed in paragraphs 14.3.5.1.1, 14.3.5.1.2 and 14.3.6.3.

16.3 Cooperation with international and regional organizations

The Bureau maintained liaison and cooperation with many International and Regional Organizations, particularly with a view to ensuring effective preparation for WRC-07 and for RRC-04/06 (IMO, CEPT, ASBU, EBU, etc). Staff of the Department participated in the meetings of CEPT PT24 (Gothenburg, 17 – 20 February 2004; Berlin 30 June – 1 July 2004), in the CEPT/WG-RRC06 (Budapest, 20-21 September 2004), in the CEPT/WGFM (Berlin, 1 – 2 July 2004; Budapest, 22-24 September 2004), in the 8th meeting of the IMO/COMSAR (London, 16 – 20 February 2004) and in the ITU/IMO Experts group on WRC-07 issues (London, 22 – 24 June 2004).

Staff of Bureau participated in the relevant meetings concerning the coordination of the HFBC schedules organized by the regional coordination groups (HFCC, ASBU) and presented the pertinent software, as well as the associated procedures for broadcasting services.

Performance indicator: satisfactory (all requests treated in time, satisfaction has been expressed by Member States). The staff resources used were within the forecasts indicated in the Operational Plan.