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International Telecommunication Union



Radiocommunication Bureau

(Direct Fax N°. +41 22 730 57 85)

Administrative Circular **CA/165**

22 January 2007

To Administrations of Member States of ITU and Radiocommunication Sector Members

Subject: World Radiocommunication Conference 2007 (WRC-07)

- As announced by the Secretary-General in Circular Letters No. 148 and DM-06/1041 of 1 28 November 2006, a World Radiocommunication Conference (WRC-07) will be held from 22 October to 16 November 2007, immediately following the Radiocommunication Assembly (RA-07). The purpose of this Administrative Circular is to provide further details for the World Radiocommunication Conference to assist members with their preparation.
- The conditions for invitation and admission to the World Radiocommunication Conference are specified in Article 24 of the Convention and are in accordance with Plenipotentiary Conference Resolutions COM5/3 (Antalya, 2006) and 6 (Kyoto, 1994).
- The agenda for WRC-07 is as approved by Council 2004 in Council Resolution 1227 and is presented in **Annex 1** to this Administrative Circular.
- Member States may wish to give consideration to their proposals for the work of the Conference. In accordance with No. 40 of the General Rules of Conferences, Assemblies and other Meetings of the Union, such proposals will need to reach the ITU Secretariat at least four months before the start of the Conference. Administrations are urged to give careful attention to the initial preparation of proposals so as to avoid needless revisions to documents. For practical details on the presentation, kindly refer to the attached "Guidelines for the presentation of proposals" contained in Annex 2.

5 Preparatory documents in advance of the Conference

To assist the Radiocommunication Bureau in preparing for the Conference, it would be appreciated if you could provide advice by 15 April 2007 concerning your requirements for documentation by returning **Annex 3**, duly completed.

All Conference documents will be sent to Member States and observer organizations on CD-ROM (in accordance with past practices, a maximum of five copies per administration and one per observer organization).

All proposals submitted prior to and during the Conference will be translated. It should be noted, however, that large numbers of late documents may result in translation not being possible in the time required. Member States are therefore urged to submit proposals as early as possible before the start of the Conference.

6 Documents produced during the Conference

One paper copy of all documents produced, before the opening of the Conference, will be available upon request to the Head of delegation for each administration as well as one copy per observer organization (including Sector Members).

One CD-ROM containing all available Conference documents will be provided to each participant on the opening day of the Conference.

On the opening day of the Conference, Heads of delegations will be requested to indicate the number of paper copies of documents required and to nominate the members of their delegation who are to receive these documents. Ideally, this should be no more than five copies per delegation.

Observer organizations (including Sector Members) will be limited to one paper copy.

All documents will be available electronically on the WRC-07 website and can be accessed from the cyber cafe and through the wireless LAN installed in the conference area, both inside and outside the meeting rooms. Participants are urged to use this facility to the extent possible.

One paper copy of the Final Acts will be provided to the Head of delegation.

One CD-ROM containing the Final Acts and all Conference documents will be provided to each participant at the closure of the Conference.

7 Final documents prepared after the closure of the Conference

Documents issued after the closure of the Conference will be posted on the Web but will not be sent by mail.

8 Document dispatch

For your information, the following schedule of dispatch of CD-ROMs is proposed:

- 1) 1st dispatch middle of August
- 2) 2nd dispatch middle of September

9 Delegate registration

Delegate registration for WRC-07 will be carried out exclusively on-line at the WRC-07 website. **Annex 4** sets forth details regarding the on-line registration process as well as the mandatory information to be provided to the ITU-R Secretariat.

10 Hotel accommodation

Reductions on hotel prices in Geneva have been obtained for delegates participating in ITU Conferences and meetings. The list of the hotels concerned, together with the reservation form **to be sent directly to the hotel,** may be found at http://www.itu.int/travel/.

11 Visa requirements

We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. The visa must be requested and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or company you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa.

Visa requests should be made via an official covering letter from the administration or company you represent. This letter must specify your name and function, date of birth, passport number as well as the date of issuance and expiration. The letter must be accompanied by a photocopy of your passport and a copy of the registration confirmation receipt and must be sent by fax to the ITU-R Document and Meetings Unit, Office V.434, Attention: Mrs L. Kocher. The fax number is +41 22 730 6600. Please note that the Union needs at least one week to process all papers required for the delivery of a visa.

The contact person within the Radiocommunication Bureau for general matters regarding WRC-07 is Mr Fabio Leite (Tel.: +41 22 730 5940 or by e-mail: fabio.leite@itu.int).

Valery Timofeev Director, Radiocommunication Bureau

Annex 1: Agenda of the Conference

Annex 2: Guidelines for the presentation of proposals

Annex 3: Documentation requirements

Annex 4: On-line registration information

Distribution:

- Administrations of Member States of the ITU
- Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- Chairman and Vice-Chairmen of the Radiocommunication Advisory Group
- Chairman and Vice-Chairmen of the Conference Preparatory Meeting
- Members of the Radio Regulations Board
- Secretary-General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

RESOLUTION 1227

(approved by ITU Council 2004)

Agenda for the World Radiocommunication Conference (WRC-07)

The Council,

noting

that Resolution 802 of the World Radiocommunication Conference (Geneva, 2003):

- a) resolved to recommend to the Council that a world radiocommunication conference be held in 2007 for a period of four weeks;
- b) recommended its agenda, and invited the Council to finalize the agenda and arrange for the convening of WRC-07 and to initiate as soon as possible the necessary consultation with Member States.

resolves

to convene a World Radiocommunication Conference (WRC-07) in Geneva (Switzerland) from 8 October to 2 November 2007 with the following agenda:

- on the basis of proposals from administrations, taking account of the results of WRC-03 and the Report of the Conference Preparatory Meeting, and with due regard to the requirements of existing and future services in the bands under consideration, to consider and take appropriate action with respect to the following items:
- 1.1 requests from administrations to delete their country footnotes or to have their country name deleted from footnotes, if no longer required, in accordance with Resolution **26** (**Rev.WRC-97**);
- 1.2 to consider allocations and regulatory issues related to the Earth exploration-satellite (passive) service, space research (passive) service and the meteorological satellite service in accordance with Resolutions **746** (WRC-03) and **742** (WRC-03);
- in accordance with Resolution **747** (WRC-03), consider upgrading the radiolocation service to primary allocation status in the bands 9000-9200 MHz and 9300-9500 MHz and extending by up to 200 MHz the existing primary allocations to the Earth exploration-satellite service (EESS) (active) and the space research service (SRS) (active) in the band 9500-9800 MHz without placing undue constraint on the services to which the bands are allocated;
- 1.4 to consider frequency-related matters for the future development of IMT-2000 and systems beyond IMT-2000 taking into account the results of ITU-R studies in accordance with Resolution **228** (**Rev.WRC-03**);
- 1.5 to consider spectrum requirements and possible additional spectrum allocations for aeronautical telecommand and high bit-rate aeronautical telemetry, in accordance with Resolution 230 (WRC-03);

- 1.6 to consider additional allocations for the aeronautical mobile (R) service in parts of the bands between 108 MHz and 6 GHz, in accordance with Resolution **414** (**WRC-03**) and, to study current satellite frequency allocations, that will support the modernization of civil aviation telecommunication systems, taking into account Resolution **415** (**WRC-03**);
- 1.7 to consider the results of ITU-R studies regarding sharing between the mobile-satellite service and the SRS (passive) in the band 1 668-1 668.4 MHz, and between the mobile-satellite service and the mobile service in the band 1 668.4-1 675 MHz in accordance with Resolution **744** (WRC-03);
- 1.8 to consider the results of ITU-R studies on technical sharing and regulatory provisions for the application of high altitude platform stations operating in the bands 27.5-28.35 GHz and 31-31.3 GHz in response to Resolution **145** (WRC-03), and for high altitude platform stations operating in the bands 47.2-47.5 GHz and 47.9-48.2 GHz in response to Resolution **122** (Rev.WRC-03);
- 1.9 to review the technical, operational and regulatory provisions applicable to the use of the band 2500-2690 MHz by space services in order to facilitate sharing with current and future terrestrial services without placing undue constraint on the services to which the band is allocated;
- 1.10 to review the regulatory procedures and associated technical criteria of Appendix **30B** without any action on the allotments, the existing systems or the assignments in the List of Appendix **30B**;
- 1.11 to review sharing criteria and regulatory provisions for protection of terrestrial services, in particular the terrestrial television broadcasting service, in the band 620-790 MHz from broadcasting-satellite service networks and systems, in accordance with Resolution 545 (WRC-03);
- 1.12 to consider possible changes in response to Resolution 86 (Rev. Marrakesh, 2002) of the Plenipotentiary Conference: "Advance publication, coordination, notification and recording procedures for frequency assignments pertaining to satellite networks" in accordance with Resolution 86 (WRC-03);
- 1.13 taking into account Resolutions **729** (WRC-97), **351** (WRC-03) and **544** (WRC-03), to review the allocations to all services in the HF bands between 4 MHz and 10 MHz, excluding those allocations to services in the frequency range 7 000-7 200 kHz and those bands whose allotment plans are in Appendices **25**, **26** and **27** and whose channelling arrangements are in Appendix **17**, taking account of the impact of new modulation techniques, adaptive control techniques and the spectrum requirements for HF broadcasting;
- 1.14 to review the operational procedures and requirements of the Global Maritime Distress and Safety System (GMDSS) and other related provisions of the Radio Regulations, taking into account Resolutions 331 (Rev.WRC-03) and 342 (Rev.WRC-2000) and the continued transition to the GMDSS, the experience since its introduction, and the needs of all classes of ships;
- 1.15 to consider a secondary allocation to the amateur service in the frequency band 135.7-137.8 kHz;
- 1.16 to consider the regulatory and operational provisions for Maritime Mobile Service Identities (MMSIs) for equipment other than shipborne mobile equipment, taking into account Resolutions 344 (Rev.WRC-03) and 353 (WRC-03);
- 1.17 to consider the results of ITU-R studies on compatibility between the fixed-satellite service and other services around 1.4 GHz, in accordance with Resolution **745** (WRC-**03**);
- 1.18 to review pfd limits in the band 17.7-19.7 GHz for satellite systems using highly inclined orbits, in accordance with Resolution **141** (**WRC-03**);

- 1.19 to consider the results of the ITU-R studies regarding spectrum requirement for global broadband satellite systems in order to identify possible global harmonized fixed-satellite service frequency bands for the use of Internet applications, and consider the appropriate regulatory/technical provisions, taking also into account No. **5.516B**;
- 1.20 to consider the results of studies, and proposals for regulatory measures if appropriate regarding the protection of the EESS (passive) from unwanted emissions of active services in accordance with Resolution 738 (WRC-03);
- 1.21 to consider the results of studies regarding the compatibility between the radio astronomy service and the active space services in accordance with Resolution **740** (**Rev.WRC-03**), in order to review and update, if appropriate, the tables of threshold levels used for consultation that appear in the Annex to Resolution **739** (**WRC-03**);
- to examine the revised ITU-R Recommendations incorporated by reference in the Radio Regulations communicated by the Radiocommunication Assembly, in accordance with Resolution **28** (**Rev.WRC-03**), and to decide whether or not to update the corresponding references in the Radio Regulations, in accordance with principles contained in the Annex to Resolution **27** (**Rev.WRC-03**):
- 3 to consider such consequential changes and amendments to the Radio Regulations as may be necessitated by the decisions of the Conference;
- 4 in accordance with Resolution **95** (**Rev.WRC-03**), to review the Resolutions and Recommendations of previous conferences with a view to their possible revision, replacement or abrogation;
- 5 to review, and take appropriate action on, the Report from the Radiocommunication Assembly submitted in accordance with Nos. 135 and 136 of the Convention;
- to identify those items requiring urgent action by the Radiocommunication Study Groups in preparation for the next world radiocommunication conference;
- 7 in accordance with Article 7 of the Convention:
- 7.1 to consider and approve the Report of the Director of the Radiocommunication Bureau:
- on the activities of the Radiocommunication Sector since WRC-03;
- on any difficulties or inconsistencies encountered in the application of the Radio Regulations; and
- on action in response to Resolution 80 (Rev.WRC-2000);
- 7.2 to recommend to the Council items for inclusion in the agenda for the next WRC, and to give its views on the preliminary agenda for the subsequent conference and on possible agenda items for future conferences, taking into account Resolution 803 (WRC-03),

instructs the Director of the Radiocommunication Bureau

to make the necessary arrangements to convene meetings of the Conference Preparatory Meeting and the Special Committee on Regulatory/ Procedural Matters and to prepare a report to WRC-07,

instructs the Secretary-General

- to make all the necessary arrangements, in agreement with the Director of the Radiocommunication Bureau, for the convening of the Conference;
- 2 to communicate this resolution to international and regional organizations concerned.

Guidelines for the presentation of proposals

1 Introduction

- 1.1 These guidelines have been prepared by the ITU Secretariat for the submission of proposals to the forthcoming World Radiocommunication Conference (WRC-07).
- **1.2** Proposals should be based *only* on the Radio Regulations (2004 edition). The sequential numbering system should be used to identify the particular provision to which the proposal is related.

2 Guidelines for presentation

2.1 Member States and Regional Groups should begin their proposals with a short summary of their views on each agenda item. This should be followed by detailed proposals, each proposal being followed by a brief statement of the reason for the proposed change.

2.2 Symbols to be used

ADD Proposal to add new text

NOTE – Where new text is to be added within an existing paragraph or sub-paragraph, the symbol MOD should be used.

ADD* Proposal to add existing text from elsewhere in the RR

NOTE – It is necessary to reproduce the texts carrying the symbol ADD.*

MOD Proposal to amend a text by addition, deletion or replacement of words or figures

NOTE – New words added should be underlined (<u>underlined</u>); words to be deleted should be crossed out (crossed out).

(MOD) Proposal to amend a text, from an editorial point of view

SUP Proposal to delete text

NOTE 1 - It is not necessary to reproduce texts carrying the symbol SUP.

NOTE 2 – Where text is to be deleted from within a paragraph or sub-paragraph, the symbol MOD should be used.

SUP* Proposal to transfer text elsewhere in the Radio Regulations

NOTE – It is not necessary to reproduce texts carrying the symbol SUP.*

NOC Text for which no change is proposed

NOTE – This symbol may be used <u>to clarify</u> that no proposals are made with respect to texts carrying this symbol. It is not necessary to reproduce texts carrying this symbol.

NOC Proposal for a text to be <u>maintained without change</u>

NOTE – This symbol may be used when Member States <u>wish to emphasize</u> that a particular provision or provisions of an article should remain unchanged, e.g. Article XX may be shown as NOC but provisions AA and BB of Article XX may be shown as <u>NOC</u>. The reasons as to why these provisions <u>need to be maintained without change</u> should be given.

- 2.3 The following standards of presentation should be adhered to as far as possible.
- **2.3.1** Texts should be clearly typed in single spacing.
- **2.3.2** Proposals should be submitted to:

International Telecommunication Union Radiocommunication Bureau WRC-07 Secretariat/Office V.431 1211 GENEVA 20 Switzerland

Fax: +41 22 730 6600

E-mail: wrc07proposals@itu.int

Where possible, proposals should be submitted by e-mail to the WRC-07 Secretariat at the aforementioned address. The ITU standard format is MS Word for Windows. Templates will be available for downloading from the WRC-07 website.

2.3.3 Proposals for draft new resolutions and recommendations should be annotated "ADD". In cases where resolutions or recommendations cancel and replace existing ones, a mention of this should be included in a footnote to the proposal.

3 Preparation of texts

The Secretariat will annotate the individual proposals with index numbers composed as follows:

ABC/25/3

where ABC is the symbol of the country, author of the proposal (according to the Preface to the International Frequency List), 25 is the number of the document in which the proposal is published and 3 is the serial number of the proposal within that document.

4 Conclusion

The main purpose of these guidelines is to enable and enhance the timely processing of proposals submitted by Member States and, thus, to facilitate the work of the Conference. These guidelines, if followed by Member States, will allow the Secretariat at ITU Headquarters to carry out its work in a more efficient and effective manner and avoid any additional costs with respect to the budget of the Conference.

World Radiocommunication Conference (WRC-07)

Member State:		
or		
Entity/Organization:		
NUMBER OF DOCUMENTS REQUIRED*:		
English Chinese	Spanish French Russian	
* In keeping with past practices and as imposed by the strict financial limitations applying to the Union, the number of paper copies dispatched by mail will be limited to a maximum of <i>five</i> per Member State and a maximum of <i>one</i> per Sector Member. A CD-ROM containing all available input documents will be distributed to each participant on the first day of the Conference.		
MAILING ADDRESS FOR DOCUMENTS:		
Street address:		
City/State/Code/Country:		
(Place) (Date)	(Signature)	
	(Title)	
To be returned by 15 April 2007 to:	International Telecommunication Union Radiocommunication Bureau WRC-07 Secretariat/Office V.431 1211 GENEVA 20/Switzerland E-mail: wrc07proposals@itu.int Fax: +41 22 730 6600	

2007 World Radiocommunication Conference (WRC-07)

INTERNATIONAL CONFERENCE CENTRE OF GENEVA (CICG) 22 OCTOBER - 16 NOVEMBER 2007

REGISTRATION OF PARTICIPANTS

Registration for WRC-07 will be carried out exclusively *on-line* at the WRC-07 website WRC-07 - On-line delegate registration facilities. All focal point information should reach the ITU-R Secretariat on or before 15 April. Focal point information will then be published on the WRC-07 website on 15 May. The actual on-line registration system will be available as from 15 July.

To facilitate the registration process and to ensure the security of the system, it is necessary that a focal point be designated by your Administration or Observer Entity that will be responsible for the submission of all delegate registration requests. Those entities, for which the focal point is not the same as that designated as the TIES Focal Point in the Global Directory (see http://www.itu.int/GlobalDirectory/index.htm), should provide the appropriate name using the form below.

Name of Member State Name of Observer:	:	
Designated Focal Point:		
First name	Initial	Last name
Telephone		
	e-mail address	

For submission of the above form, or for any additional information, please contact the Radiocommunication Bureau Secretariat by e-mail (<u>linda.kocher@itu.int</u>) or by fax (+41 22 730 6600).