



Radiocommunication Bureau (BR)

Administrative Circular
CA/227

25 January 2016

To Administrations of Member States of the ITU and Radiocommunication Sector Members

Subject: **Twenty-third meeting of the Radiocommunication Advisory Group, Geneva, 10-13 May 2016, and a one-day meeting to consider issues related to the ITU-R Strategic and Operational Plans, Geneva, 11 May 2016**

Introduction

By means of this Administrative Circular, I wish to announce that the twenty-third meeting of the Radiocommunication Advisory Group (RAG) will be held at the ITU Geneva headquarters from 10 to 13 May 2016 inclusive.

The RAG will be convening – on day two – a one-day meeting on 11 May from 0900 to 1700 hours, without interpretation, to consider issues related to the ITU-R preparation of the draft Rolling Operational Plan (to be submitted to the 2016 session of the Council), based on the Strategic Plan for the period 2016-2019 adopted by PP-14.

As stated in Article 11A of the ITU Convention, the RAG is open to representatives of Administrations of Member States and representatives of Sector Members, and to the Chairmen of the study groups and other groups.

The principal duties of the RAG are, *inter alia*, to review priorities, programmes, operations, financial matters and strategies related to Radiocommunication Assemblies, study groups and the preparation of radiocommunication conferences, and any specific matters as directed by a conference of the Union, a Radiocommunication Assembly or the Council. The RAG recommends measures to foster cooperation and coordination with other standards bodies, with the Telecommunication Standardization Sector, the Telecommunication Development Sector and the General Secretariat.

The draft agenda of the meeting has been established in consultation with the Chairman of RAG, and is contained in **Annex 1**.

All documents and administrative information pertaining to the upcoming meeting of the RAG will be posted on the ITU website at www.itu.int/ITU-R/go/RAG as they become available.

Contributions

Contributions should be submitted to the Director of the Radiocommunication Bureau (BR), in electronic form, at brrag@itu.int, with a copy to the RAG Chairman and Vice-Chairmen at the email addresses indicated in **Annex 2**. Contributions should be received by BR not later than **26 April 2016**. In accordance with Resolution 165 (Guadalajara, 2010), contributions received by the Director later than 14 days before the commencement of the meeting will be published in the original language only.

Meeting schedule

The RAG meeting will commence its deliberations at 1000 hours on 10 May 2016. Registration will begin at 0830 hours on 10 May 2016 in the entrance of the Montbrillant building.

General information and delegate registration

Registration to the RAG meeting will be carried out through Designated Focal Points (DFPs). The list of DFPs for the upcoming RAG meeting can be found at www.itu.int/go/ITU-R/dfp (TIES protected). Participants will find the necessary information relating to accommodation and travel, delegate registration and visa information at www.itu.int/en/ITU-R/information/events.

The Bureau remains at your disposal for any questions concerning this Administrative Circular (contact person in the Radiocommunication Bureau: Mr Mario Maniewicz, telephone: +41 22 730 5940, e-mail: mario.maniewicz@itu.int).

François Rancy
Director

Annexes: 2

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

ANNEX 1

**Draft agenda for the twenty-third meeting of the
Radiocommunication Advisory Group**

Geneva, 10-13 May 2016

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Council-16
- 4 Results of RA-15 and WRC-15
- 5 WRC-19 preparation
- 6 Study Group activities
- 7 BR Information System
- 8 Draft Rolling Operational Plan for 2016-2019
- 9 Date of next meeting
- 10 Any other business

Mr Daniel OBAM
Chairman, Radiocommunication Advisory Group

ANNEX 2

Names and contact details of the Chairman and Vice-Chairmen of the Radiocommunication Advisory Group

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