



## Radiocommunication Bureau (BR)

Corrigendum 1 to  
Circular Letter  
**4/LCCE/127**

28 August 2020

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,  
ITU-R Associates participating in the work of Radiocommunication Study Group 4  
and ITU Academia**

Subject: **Meetings of Working Parties 4A, 4B and 4C**

- **Working Party 4A: Efficient orbit/spectrum utilization for FSS and BSS**
- **Working Party 4B: Systems, air interfaces, performance and availability objectives for FSS, BSS and MSS, including IP-based applications and satellite news gathering**
- **Working Party 4C: Efficient orbit/spectrum utilization for MSS and RDSS**

### 1 Introduction

This Corrigendum 1 to Circular Letter [4/LCCE/127](#) of 2 July 2020 is to inform that due to the exceptional circumstances and global concern about the Coronavirus ([COVID-19](#)), the meetings of Working Parties 4A, 4B and 4C will be convened fully electronically (virtual meetings / remote participation only) on the planned dates 21 October – 5 November 2020 as follows. Please note that the meeting of Study Group 4 will also be convened fully electronically (see Corrigendum 1 to Administrative Circular [CACE/950](#)).

<b>Groups</b>	<b>Meeting dates</b>	<b>Deadline for contributions 1600 hours UTC</b>	<b>Opening session</b>
Working Party 4A	28 October - 5 November 2020	Wednesday, 21 October 2020	Wednesday, 28 October 2020 at 1200 hours (Geneva time)
Working Party 4B	26-30 October 2020	Monday, 19 October 2020	Monday, 26 October 2020 at 1200 hours (Geneva time)
Working Party 4C	21-27 October 2020	Wednesday, 14 October 2020	Wednesday, 21 October 2020 at 1200 hours (Geneva time)

## **2 Programme of the meetings of Working Parties**

Draft agendas of the meetings of Working Parties 4A, 4B and 4C are already contained in Circular Letter [4/LCCE/127](#) issued on 2 July 2020.

The working hours of the meetings are scheduled to be **1200 to 1615 hours Geneva time**. In view of the circumstances, the above-mentioned working hours will be applicable – on an exceptional basis – also to Friday’s session. These working hours were chosen to accommodate the participation of delegates from various time zones. Other relevant information will be published on the Working Parties websites, as well as in administrative and information documents.

## **3 Registration and participation**

Registration to these events is mandatory and will be carried out in accordance with Section 6 of Circular Letter [4/LCCE/127](#). Since the meetings are proposed to be convened as virtual meetings there is no need to contact the Bureau to request remote participation.

Delegates must register for each WP 4A, 4B and 4C meeting separately and will receive an according link, with no cut-off date for registration.

Test sessions will be scheduled before the virtual meetings to troubleshoot remote participation connectivity issues. It is highly recommended to attend these test sessions particularly for those delegates who intend to actively participate in the discussions. Instructions on the test sessions and how to connect to the virtual meetings will be sent by e-mail to registered participants before the meetings.

For further questions relating to this Circular Letter, please contact Mr. Nelson Malaguti, SG 4 Counsellor, at [nelson.malaguti@itu.int](mailto:nelson.malaguti@itu.int).

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Director