Radiocommunication Bureau (BR)

Circular Letter   4 May 2022
6/LCCE/110

To Administrations of Member States of the ITU, Radiocommunication Sector Members, ITU-R Associates participating in the work of Radiocommunication Study Group 6 and ITU Academia

Subject: **Meetings of Working Parties 6A, 6B and 6C and Task Group 6/1 (Geneva, 5-29 September 2022)**

- **Working Party 6A: Terrestrial broadcasting delivery**
- **Working Party 6B: Broadcast service assembly and access**
- **Working Party 6C: Programme production and quality assessment**
- **Task Group 6/1: WRC-23 agenda item 1.5**

1   Introduction

By means of this Circular Letter, I wish to announce that the meetings of ITU-R Working Parties 6A, 6B and 6C and the fifth meeting of ITU-R Task Group 6/1 will take place in Geneva, Switzerland, on the dates indicated in the table below:

Groups	Meeting dates	Deadline for contributions 1600 hours UTC	Opening session (Geneva time)
Working Party 6A	20-28 September 2022	Tuesday, 13 September 2022	Tuesday, 20 September 2022 at 0930 hours
Working Party 6B	26-29 September 2022	Monday, 19 September 2022	Monday, 26 September 2022 at 0930 hours
Working Party 6C	19-23 September 2022	Monday, 12 September 2022	Monday, 19 September 2022 at 0930 hours
Task Group 6/1	5-16 September 2022	Monday, 29 August 2022	Monday, 05 September 2022 at 0930 hours

The meeting arrangements have been made in agreement with the Study Group 6 Management Team.

2   Programme of the meetings

Draft agendas for the meetings are contained in Annex 1.

The status of texts assigned to the Working Parties and Task Group 6/1 can be found on:

http://www.itu.int/md/R19-SG06-C-0001/en

The Working Parties and Task Group will conduct their work in English.

The working hours of the meetings will be from 0900 to 1730 hours (Geneva time), a more precise time schedule will be included in the ADM documents of the meetings.

3   Contributions

Contributions in response to the work of Working Parties 6A, 6B and 6C and Task Group 6/1 are invited. These will be processed according to the provisions laid down in Resolution ITU-R 1-8.

The deadline for reception of contributions not requiring translation* (including Revisions, Addenda and Corrigenda to contributions) is seven calendar days (1600 hours UTC) prior to the start of the meeting. **The deadlines for reception of contributions for these meetings are specified in the table above.** Submissions received later than these deadlines cannot be accepted. Resolution ITU-R 1-8 provides that contributions which are not available to participants at the opening of the meeting cannot be considered.

Members are encouraged to submit their contributions as early as possible and possibly include a contact name and email address to facilitate the discussion (cf. § A2.2.4.4 of Resolution ITU-R 1-8).

Participants are requested to submit contributions by electronic mail to:

rsg6@itu.int

A copy of each contribution should also be sent to the Chairman and Vice-Chairmen of the relevant Working Parties (rwp6a-cvc@itu.int, rwp6b-cvc@itu.int or rwp6c-cvc@itu.int) and/or Task Group (rtg6-1-cvc@itu.int), and to the Chairman and Vice-Chairmen of Study Group 6 (rsg6-cvc@itu.int).

Given this is the last Task Group 6/1 meeting before the CPM23-2, members are also encouraged to contribute to the Correspondence Groups activity (see Annex 4 of Document 6-1/106) and informal consultations (see Section 3.3.1 of Document 6-1/106) established by Task Group 6/1 to made progress for the development of the draft CPM text regarding agenda item 1.5 of WRC-23.

4   Documents

Contributions will be posted "as received" within one working day on the Working Party/Task Group webpage established for this purpose. The official versions will be posted on http://www.itu.int/ITU-R/go/rsg6/en (see "contributions" of the relevant Working Party/Task Group) within 3 working days.

5   Participation/Visa requirements/Accommodation/Registration for the event

Registration to this event is mandatory and will be carried out exclusively on-line via Designated Focal Points (DFPs) for ITU-R event registration. **Participants must first complete an online registration form and submit their registration request for approval by the corresponding focal point.** Participants would require an ITU account for this purpose.

While registering for the event, please duly take into consideration the information related to the current sanitary measures, as indicated on the ITU COVID-19 free website.

Participants are strongly encouraged to **register early** and to indicate **if they intend to attend the meeting in person or remotely** (see Annex 2) and are further encouraged to consult the safety and security information which is regularly updated before making travel arrangements should they choose to attend the event in person.

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* Where translation is required, contributions should be received at least three months prior to the meeting.

The list of ITU-R DFPs (TIES protected) as well as detailed information on this new event registration system, visa support requirements, hotel accommodation, etc. can be found at:

www.itu.int/en/ITU-R/information/events

Note: For in-person participants: delegates must bring their own PC and ensure that Zoom is installed and functional, delegates must also bring their own wired headsets with an integrated microphone. The use of wireless headsets is strongly discouraged.

6   Connecting to the meeting sessions for remote participation

Access to meeting sessions is restricted to event registered participants only. Delegates wishing to connect to the meeting remotely can access the Working Party meeting sessions from the webpage for remote participation:

https://www.itu.int/en/events/Pages/Virtual-Sessions.aspx

These virtual meeting session connections will become available 30 minutes before the starting time of each session.

Delegates wishing to troubleshoot remote participation connectivity issues can do so during the 30-minute period prior to the start of the first session of each day. It is highly recommended to verify the connections, particularly for those delegates who intend to actively participate in the discussions.

7   Webcast

For those interested in following the proceedings of ITU-R meetings remotely, an audio webcast of the Working Party plenary sessions will be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility, however TIES access is required.

8   Conversion to a virtual meeting if COVID-19 related sanitary conditions substantially worsen

Should COVID-19 related sanitary conditions worsen, the meeting organizers will inform all participants of a possible conversion of the meeting to a virtual one in due course via an addendum to this Circular Letter.

For further questions relating to this Circular Letter, please contact, Mr Ruoting Chang, Study Group 6 Counsellor, at ruoting.chang@itu.int.

Mario Maniewicz
Director

Annexes: 2

Annex 1

Draft agenda for the meeting of Working Party 6A

(Geneva, 20-28 September 2022)

1	Opening remarks
2	Approval of the agenda
3	Report on the meeting of Working Party 6A (Document 6A/294)
4	Reports of the Rapporteurs, Rapporteur Groups and Correspondence Groups
5	Establishment of sub-working parties and assignment of documents
6	Consideration of output documents
7	Any other business

A. NAFEZ
Chairman, Working Party 6A

Draft agenda for the meeting of Working Party 6B

(Geneva, 26-29 September 2022)

1   Opening remarks

2   Approval of the agenda

3   Report on the meeting of Working Party 6B (Document 6B/173)

4   Reports of the Rapporteurs, Rapporteur Groups and Correspondence Groups

5   Establishment of sub-working parties and assignment of documents

6   Consideration of output documents

7   Any other business

P. GARDINER
Chairman, Working Party 6B

Draft agenda for the meeting of Working Party 6C

(Geneva, 19-23 September 2022)

1   Opening remarks

2   Approval of the agenda

3   Report on the meeting of Working Party 6C (Document 6C/152)

4   Reports of the Rapporteurs, Rapporteur Groups and Correspondence Groups

5   Establishment of sub-working parties and assignment of documents

6   Consideration of output documents

7   Any other business

A. QUESTED
Chairman, Working Party 6C

Draft agenda for the meeting of Task Group 6/1

(Geneva, 5–16 September 2022)

1   Opening remarks

2   Approval of the agenda

3   Report of the last meeting of Task Group 6/1 (Document 6-1/106)

4   Report from the CG activity (rtg6-1-cg-sharing-and-comp@lists.itu.int)
 and informal consultations (Section 3.3.1 Document 6-1/106)

5   Working structure and documents assignment

6   Consideration of output documents

7   Any other business

Sergey PASTUKH
Chairman, Task Group 6/1

Annex 2

Information on registration for participants in ITU-R events

Please ensure that the box "Remote" is ticked during the registration process, if attending remotely. If the box is not ticked, physical participation will be assumed.

I Wish to Attend the Following Meeting(s)			
Select at least one meeting	Start Date - End Date	Remote	Function*
☐ ITU-R TG 6/1	05/09/2022 - 16/09/2022	☐	Choose a function... ⌄
☐ ITU-R WP 6C	19/09/2022 - 23/09/2022	☐	Choose a function... ⌄
☐ ITU-R WP 6A	20/09/2022 - 28/09/2022	☐	Choose a function... ⌄
☐ ITU-R WP 6B	26/09/2022 - 29/09/2022	☐	Choose a function... ⌄
☐ ITU-R SG 6	30/09/2022 - 30/09/2022	☐	Choose a function... ⌄

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