



*Radiocommunication Bureau*  
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Circular Letter  
**CR/297**

20 January 2009

## To Administrations of Member States of the ITU

**Subject:** Submission of frequency assignment/allotment notices regarding terrestrial services (WISFAT)

**References:** 1) Resolution 906 from the World Radiocommunication Conference, Geneva, 2007  
2) Circular Letter CR/289 dated 24 July 2008

### To the Director General

Dear Sir/Madam,

1 The Bureau wishes to recall that the World Radiocommunication Conference (Geneva, 2007) (WRC-07) decided that, as from 1 January 2009, the submission of notices for terrestrial services to the Radiocommunication Bureau shall be in electronic format only (see Resolution 906 (WRC-07)).

2 Through its Circular Letter CR/289, the Bureau informed administrations about changes in the database structure and the file formats for submissions.

3 Together with the execution of this Conference decision, the Bureau decided to implement a new method for the submission of frequency assignments/allotments for terrestrial services. This approach called WISFAT (**W**eb **I**nterface for **S**ubmission of **F**requency **A**ssignments for **T**errestrial services) was presented during the World Radiocommunication Seminar that took place in Geneva, from 8 to 12 December 2008 and was widely accepted by the participants in the terrestrial workshop.

4 Therefore, as from January 2009, the WISFAT interface is available for the submission of frequency assignment/allotment notices to the BR (terrestrial services only) under the following procedures:

- Radio Regulations: Articles 9, 11, 12 and Appendix 25
- Regional Agreements: GE75, RJ81, GE84, GE85, GE89, ST61 and GE06.

5 This interface is intended to replace the electronic submission procedure for terrestrial services currently in place via the [brmail@itu.int](mailto:brmail@itu.int) address. Administrations are invited to use the new interface at their earliest convenience.

6 In order to facilitate a smooth transition, electronic submissions continuing to be sent to [brmail@itu.int](mailto:brmail@itu.int) until 30 September 2009, will also be accepted and processed by the BR.

7 Access to the WISFAT interface is allowed to registered *notifiers* only, and each administration shall nominate as many *notifiers* as needed.

For registering in the BR as a *notifier*, an official request should be sent by the administration to [brmail@itu.int](mailto:brmail@itu.int) indicating the *notifier's* name, position, service, email address and TIES user name.

Administrations are invited to communicate the initial list of *notifiers* as soon as possible and to keep the Bureau informed of any changes concerning addition and/or suppression of *notifiers* from the list.

For the *notifiers*, a TIES account is a prerequisite. For requesting a TIES account, please follow the procedure indicated at <http://www.itu.int/TIES/>.

8 The link to WISFAT and related information (including video example) is available through the main Terrestrial Services Department web page: <http://www.itu.int/ITU-R/terrestrial/index.html>. Further enhancements to WISFAT are envisaged for implementation during 2009, and the web page(s) will be updated accordingly.

9 The Bureau remains at the disposal of your Administration for any clarification you may require with respect to the subjects covered in this Circular Letter.

Yours faithfully,

Valery Timofeev  
Director, Radiocommunication Bureau

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- Members of the Radio Regulations Board