



**Telecommunication
Development Bureau (BDT)**

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Geneva, 16 March 2018

Administrations of ITU Member States
National Regulatory Authorities
ITU-D Sector Members
ITU-affiliated academic and research
institutes

Subject: ITU/Rohde & Schwarz ITU Academy training workshop on "Implementation of radio monitoring systems according to ITU-R recommendations", Munich, Germany, 25-29 June 2018

Dear Sir/Madam,

On behalf of the International Telecommunication Union, I am pleased to invite your organization to participate in a face-to-face training workshop on **"Implementation of radio monitoring systems according to ITU-R recommendations"** to be held **from 25 to 29 June 2018** in the "Technology Center" at Rohde & Schwarz (R&S) headquarters, Munich, Germany. The workshop is part of the ITU Academy training portfolio and conducted within the framework of a capacity-building partnership entered into between ITU and Rohde & Schwarz GmbH & Co.

The workshop will, among other topics, focus on the following:

- Introduction to spectrum monitoring
- ITU reports, recommendations and handbooks related to monitoring
- International cooperation in spectrum monitoring
- Monitoring antennas and receivers
- DF and radiolocation basics
- Signal analysis
- Computer-aided spectrum monitoring

The draft agenda of the workshop is attached as an Annex.

Target group

The workshop targets professional and technical staff from government, operators and regulatory agencies responsible for planning, implementation and operation of spectrum monitoring systems. Participants must have at least three years of professional experience in the area. The workshop is targeting, but not limited to, participants from Africa and Europe.

Because of space and organizational reasons, the total number of participants is limited to 20.

Registration

There is no training fee charged for participating in this workshop. To register for the workshop, you are kindly requested to register online on the ITU Academy portal at <https://academy.itu.int/> no later than **1 June 2018** according to the instructions indicated in the form.

Fellowship

I am pleased to inform you that ITU will provide one partial fellowship (covering only daily subsistence allowance) per Administration of least developed countries (LDCs) and low income countries (LIC), subject to availability of funds. The final selection of candidates will be carried out by ITU. Eligible participants are requested to apply by completing the Fellowship form available on the ITU Academy portal and returning it no later than **14 May 2018**. As ITU will provide a limited number of fellowships, these will be granted on a first-come, first-served basis.

Additional information

Please note that the workshop will be conducted in English only and participants are therefore required to have a good working knowledge of this language.

Additional information on this workshop, including a list of recommended hotels, can be found on the ITU Academy website at <https://academy.itu.int/>. Should you have any questions or need clarification concerning logistics such as the venue, accommodation, entry visa etc., please do not hesitate to contact Ms Kerstin Jüttner (Tel.: +49 89 4129 13009, email: Kerstin.juettner@rohde-schwarz.com), Focal Point, International Relations from Rohde & Schwarz. For any other questions concerning this workshop please contact Ms Susan Teltscher, Head, Human Capacity Building Division, ITU/BDT (Tel.: +41 22 730 63 15; email: hcbmail@itu.int).

I am looking forward to your positive response and active participation in this workshop. I would highly appreciate if you could circulate this invitation among relevant stakeholders in your country that could benefit from this joint effort by ITU and R&S.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Annex: Draft programme

ITU/R&S Workshop on
"IMPLEMENTATION OF RADIO MONITORING SYSTEMS
ACCORDING TO ITU-R RECOMMENDATIONS"

Munich, Germany, 25 - 29 June 2018



DRAFT TIME TABLE

	Monday 25 June 2018	Tuesday 26 June 2018	Wednesday 27 June 2018	Thursday 28 June 2018	Friday 29 June 2018
09:00 – 09:45		Spectrum Monitoring in the Netherlands (JV)	Monitoring Receivers (St)	Signal Analysis (Md)	Practical Demonstrations in 2 Groups (Kr/St/La)
09:50 – 10:35	10:00 – 11:30 Registration of Participants	Spectrum Monitoring in the Netherlands (JV)	Monitoring Receivers (St)	Signal Analysis (Md)	Practical Demonstrations in 2 Groups (Kr/St/La)
10:35 – 11:05	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break
11:05 – 11:50	11:05 – 11:30 Registration of Participants 11:30 – 11:55 Welcome, Introduction	Monitoring at Major Events (JV)	Monitoring Receivers (St)	Signal Analysis Practical Demonstrations (Md)	Practical Demonstrations in 2 Groups (Kr/St/La)
11:55 – 12:40	Introduction to Spectrum Monitoring (JV)	Monitoring at Major Events (JV)	DF and Radiolocation Basics (St)	Computer aided spectrum monitoring (Kr)	Practical Demonstrations in 2 Groups (Kr/St/La) 12:30 Final Discussion
12:40 – 14:00	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch and Farewell
14:00 – 14:45	Introduction to Spectrum Monitoring (JV)	International Cooperation in Spectrum Monitoring (JV)	DF and Radiolocation Basics (St)	Computer aided spectrum monitoring (Kr)	
14:50 – 15:35	ITU Reports, Recommendations and Handbook related to monitoring (JV)	Monitoring Antennas Selection and Siting (Fi/Re)	ITU Compliant DF and DF Antennas (St)	Spectrum Monitoring Systems, from Handheld to Nationwide (Kr)	
15:35 – 16:05		Coffee Break	Coffee Break	Coffee Break	
16:05 – 16:50		Monitoring Receivers (St)	DF Site Selection and Installation Aspects (St)	TDOA Fundamentals (Kr)	
18:00 – 22:00			Social Event		