



*Radiocommunication Bureau*  
(Direct Fax N°. +41 22 730 57 85)

Administrative Circular  
CA/111

24 January 2002

## **To Member States of the ITU and Radiocommunication Sector Members**

**Subject:** Request for administrations to supply data on inspection of radio stations to verify compliance with licence parameters

### **1 Introduction**

It is understood that most administrations specify several parameters in their licence, conditions or terms of requirements and parameters, that may be useful in ensuring the efficient use of the spectrum. Situations may also exist that encourage inspection of radio stations to verify compliance with those various parameters, or that interference complaints or monitoring observations may require a visit to the station to conduct an inspection.

ITU-R Study Group 1, Working Party 1C, is studying the inspection of radio stations with the plan to prepare a report on the inspection techniques used by administrations to determine compliance by the users of the spectrum with national and international requirements.

At the moment there is insufficient information available to start the study. Methods used vary from administration to administration. A Draft new Question has been adopted by Study Group 1 and is attached in its present form as Annex 2.

To enable Working Party 1C to better answer several questions with respect to radio station inspection, the attached questionnaire, Annex 1, asks for responses to the following issues:

- What inspection techniques are used by administrations to determine compliance by users of the spectrum with national or international requirements?
- Administrative procedures that determine the number of inspections, type of notification provided prior to inspection, and rules and regulations that may prescribe inspection policy.
- What equipment complement would be required to perform technical measurements at an inspection?
- What technical parameters are measured when an administration inspects a radio system?
- What station records are reviewed when inspecting a radio station?

## **2 Information on inspections**

Administrations are requested to supply information regarding the inspection techniques used. Of special interest are procedures utilized to determine the number and type of inspections, the equipment used for measurement and what parameters are measured at the time of inspection.

## **3 Submission of contributions**

Administrations are urged to submit the information requested if possible before 1 May 2002.

Contributions should be sent, if possible in a standard electronic format, to:

Mr Russell Monie	Tel. +1 847 298 5405
Federal Communications Commission	Fax: +1 847 298 0196
1550 Northwest Hwy Suite 306	E-mail: <a href="mailto:rmonie@fcc.gov">rmonie@fcc.gov</a>
Park Ridge, Illinois 60048	
United States	

or to the Radiocommunication Bureau by e-mail to: [renata.zecha@itu.int](mailto:renata.zecha@itu.int).

Robert W. Jones  
Director, Radiocommunication Bureau

## **Annexes: 2**

### Distribution:

- Administrations of Member States of ITU
- Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and the 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 ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

## ANNEX 1

### **Questionnaire on methods used by administrations in their inspection of radio stations to verify compliance with licence parameters**

Since it is understood that most administrations specify several parameters in their licence, conditions or terms of requirements, that may be useful in ensuring the efficient use of the spectrum, and that situations may exist that encourage inspection of radio stations to verify compliance with those various parameters, or that interference complaints or monitoring observations may require a visit to the station to conduct an inspection.

Radio station inspection techniques:

- What inspection techniques are used by administrations to determine compliance by users of the spectrum with national or international requirements?
- Administrative procedures that determine the number of inspections, type of notification provided prior to inspection, and rules and regulations that may prescribe inspection policy.
- What equipment complement would be required to perform technical measurements at an inspection?
- What technical parameters are measured when an administration inspects a radio system?
- What station records are reviewed when inspecting a radio station?

## ANNEX 2

### DRAFT NEW QUESTION ITU-R [DOC.1/57]/1

#### **Inspection of radio stations to verify compliance with licence parameters**

The ITU Radiocommunication Assembly,

*considering*

- a) that inspection is an important tool to make frequency planning successful;
- b) that in order to ensure efficient use of the spectrum, most administrations specify in their licence, conditions or terms of requirements, parameters including:
  - transmitter power;
  - antenna type or gain;
  - modulation types and limits;
  - a system of records and documents;
- c) that manual monitoring or observations made by automated systems may indicate that a station is not in compliance with one or more of the licensed parameters creating a need to visit the station for an inspection;
- d) that interference complaints may also indicate that a station is not in compliance with one or more of those parameters;
- e) that verification of a radio system with the licensed parameters may require a visit to the station to conduct an inspection,

*decides* that the following Question should be studied

- 1 What inspection techniques are used by administrations to determine compliance by the users of the spectrum with national or international requirements?
- 2 What equipment complement would be required to perform technical measurements at an inspection?
- 3 What technical parameters are measured when an administration inspects a radio system?
- 4 What station records are reviewed when inspecting a radio station?

*further decides*

- 1 that this Question should result in a report;
- 2 that the above studies should be completed by 2005.

Category: S2

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