

# INTERNATIONAL TELECOMMUNICATION UNION



*Radiocommunication Bureau*

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Administrative Circular  
**CA/206**

31 August 2012

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

**Subject:** Summary of conclusions of the nineteenth Radiocommunication Advisory Group meeting

**Reference:** Administrative Circular CA/199 of 12 March 2012

1 The Radiocommunication Advisory Group (RAG) met for the nineteenth time from 25 to 27 June 2012 in Geneva.

2 The summary of conclusions of the meeting is contained in Annex 1 to this letter.

3 Additional information about this meeting may be found on the RAG website at <http://www.itu.int/ITU-R/go/RAG>.

François Rancy  
Director, Radiocommunication Bureau

**Annex:** Summary of conclusions

**Distribution:**

- Administrations of Member States of the ITU
- Radiocommunication Sector Members
- ITU-R Associates participating in the work of the Radiocommunication Study Groups
- ITU-R Academia
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and 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 the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

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**Radiocommunication Advisory Group**  
Geneva, 25-27 June 2012



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**6 July 2012**

**NINETEENTH MEETING OF THE  
RADIOCOMMUNICATION ADVISORY GROUP  
SUMMARY OF CONCLUSIONS**

## SUMMARY OF CONCLUSIONS

Agenda item No.	Subject	Conclusions
3	Council issues  <i>(Docs. RAG12-1/1 (§ 2), I(Add.3), I(Add.4)(Rev.1), INFO/2, I(Add.5))</i>	<p>RAG noted that the free online access to ITU-R Recommendations, as confirmed by Decision 12 (Guadalajara, 2010), resulted in a substantial increase of downloads (a factor of almost 10 times) RAG concluded that the extension of the free online access to the Radio Regulations is encouraged although it is a matter for the Council to decide. RAG noted that the income from the sales of the online version currently represents less than 3% of the total sales of the Radio Regulations and that the statistics of the sales income figures of the CD and paper versions of the Radio Regulations would be different once free online access would be granted.</p> <p>RAG proposed that the ITU-R Handbooks on National Spectrum Management, Computer Aided Techniques for Spectrum Management, and Spectrum Monitoring be made available online to the membership and invited the Director to consider the financial implications of this proposal and convey his findings for further consideration of the Council.</p> <p>RAG noted the information in Doc. RAG12-1/1(Add.3) on the publication of the new format prepared by the BR for the BR IFIC-Terrestrial Services on DVD ROM and recognized its merits. RAG invited the Director to continue to provide information to the membership and request the latter for comments on this new format before the deadline of 31.12.12.</p> <p>RAG noted the developments on the issues of cost recovery for satellite network filings and ITU's role as supervisory authority of the future international registration system for space assets under the draft space protocol, as described in the Director's report to the RAG.</p> <p>RAG noted the preliminary outcomes of the workshop on the current methodologies for the participation of entities including Sector Members and Associates on such issues as fee structures, and membership categories held on 18 June 2012 under the chairmanship of Bruce Gracie, the Chairman of the Council Working Group on Financial and Human Resources (in Document RAG12-1/INFO/2) and the range of observations, some of which require the consideration of Council and decision by PP-14, with others addressing certain operational issues which could be implemented sooner with the assistance of the RAG. RAG invited the membership to contribute to future workshops, which could be held virtually or on a face-to-face basis in conjunction with other scheduled ITU meetings.</p>

Agenda item No.	Subject	Conclusions
		<p>RAG further concluded that:</p> <ul style="list-style-type: none"> <li>• Chairmen of Study Groups are invited to provide appropriate orientation to the chairmen of working parties and their subordinate groups to properly implement the rules in force for the conduct and organization of the meetings;</li> <li>• when participating in ITU-R activities, Sector Members should always be accorded their full rights;</li> <li>• lists of companies should be updated with the assistance of the Director, e.g. to remove companies which no longer exist.</li> </ul>
3.1	<p>Operational Plan <i>(Doc. RAG12-1/1(§ 6))</i></p>	<p>RAG considered the Performance Report for 2011 and endorsed actions taken by BR, which reflected in the differences between the actual versus planned resources as described in Part IV of the document.</p> <p>RAG considered the draft four-year rolling Operational Plan for the 2013-2016 period and concluded that an item to cover the implementation of the WSIS action lines should be added to the document. RAG further concluded that a face-to-face meeting of the group (without interpretation) should be held in conjunction with the next session of the RAG in 2013 to discuss the draft Operational Plan.</p>
4	<p>Study Group activities and working methods <i>(Docs. RAG12-1/1(Add.2), 7, 13)</i></p>	<p>The activities and working methods of the Study Groups (SGs) presented in Doc. RAG12-1/1(Add.2) were noted. In particular, RAG:</p> <ul style="list-style-type: none"> <li>• expressed support for fully paperless working at future SG and subordinate group meetings;</li> <li>• noted that the shortage of large meeting rooms is causing some difficulties in scheduling meetings;</li> <li>• noted that an online list of participants, with access limited to TIES users, is being developed. Consideration could be given to including photos, provided individuals have the option of not having their photo displayed;</li> <li>• noted that interpretation in a given official language for SG meetings will only be provided when it has been requested by administrations in that language at least one month before the meeting;</li> <li>• noted that remote participation trials are continuing in the SG/WP meetings. Webcasts will be provided for all future SG/WP plenaries. Active remote participation will be offered for future WP meetings, and could be provided subject to prior arrangement with the responsible Counsellor and availability of the necessary resources. Some procedural/operational issues need further consideration.</li> </ul>

<b>Agenda item No.</b>	<b>Subject</b>	<b>Conclusions</b>
		<p>It was suggested that Captioning could assist participation in some meetings including that of RAG, and thus is encouraged, although concerns were also expressed regarding the cost and practicality of providing such a facility to all future SG and subordinate group meetings, taking into account the numerous meetings and the occurrence of many parallel meetings.</p> <p>The Study Group 1 Chairman indicated some difficulties for Study Group 1 to respond in a timely manner to liaison statements from ITU-T groups when these groups meet more frequently than Study Group 1 or its subordinate groups and foreshadowed the possible need for additional meetings to address such matters.</p> <p>In general, it was suggested that the BR should review the facilities provided on the ITU-T SG website (and vice-versa) and incorporate features found to be useful.</p> <p>It was further suggested that:</p> <ul style="list-style-type: none"><li>• INFO documents should be a single comprehensive document, covering all logistics information;</li><li>• the Director should make the necessary arrangements to enable remote participants to its meetings to present their documents;</li><li>• active remote participation should be limited to instances when no formal decision process is involved (e.g. adoption, approval, voting);</li><li>• the Director should examine the feasibility and the costs associated with Captioning, which may be considered as a means of facilitating the participation of people with disabilities;</li><li>• there should be consistent application of rules in management of meetings.</li></ul> <p>RAG noted the proposal contained in Doc. RAG12-1/7 to monitor the progress on the implementation of ITU-R Resolutions and invited the Director, in consultation with the ITU-R Study Group Chairmen, to compile a list of those Study Groups already conducting studies on those Resolutions, foreseen dates and ITU-R deliverables in response to the Resolutions and report accordingly to the next meeting of RAG.</p> <p>RAG considered the proposal from the Chairman of ITU-R Study Group 1 in Doc. RAG12-1/13 on the arrangement of ITU-R Recommendations by frequency bands of Article 5 of the Radio Regulations through the development of an ITU-R Recommendation Database.</p> <p>The proposal was supported in principle and a number of suggestions for the development of the database were expressed. In particular:</p> <ol style="list-style-type: none"><li>a) the classification of ITU-R Recommendations should not only be by frequency range, but also by radio service and, if available, the application;</li></ol>

Agenda item No.	Subject	Conclusions
		<p>b) the classification of ITU-R Recommendations should not be by the frequency bands listed in Article 5 of RR but on the actual frequency ranges covered by the Recommendation.</p> <p>RAG noted that it is not always clear from the title and scope of ITU-R Recommendations to which frequency band a Recommendation applies.</p> <p>In order to assist membership to identify ITU-R Recommendations by frequency bands, it is recommended to develop a database that will allow searching for a recommendation in a given frequency band, preferably in combination with information about the radio service and the application covered by the recommendation.</p> <p>RAG invited:</p> <ul style="list-style-type: none"> <li>i) the Director to develop a database, within existing budgetary limitations, and incorporate information about existing ITU-R Recommendations where frequency bands are already indicated in the title and/or scope;</li> <li>ii) the responsible Study Group to consider and provide the relevant information on ITU-R Recommendations where the frequency bands / radio services / applications are not specified in the title or scope;</li> <li>iii) Study Groups to identify in new or revised ITU-R Recommendations, as far as possible, the frequency range for which the ITU-R Recommendation is applicable.</li> </ul> <p>The Director and the ITU-R Study Groups are invited to inform the RAG in 2013 on progress with respect to these activities.</p>
5	RAG correspondence group (CG) activities	
5.1	BR Information Systems  <i>(Docs. RAG12-1/5, 5(Add.1), 5(Add.2))</i>	RAG endorsed the conclusions of the CG and advised the Director to implement the recommended actions within the proposed time-frame, as described in the roadmap, which comprises Phase 1 (Implementation of WRC-12 decisions) until 31 December 2012; Phase 2 (Rewrite some existing software) until 31 December 2015, and Phase 3 (Set up a project team to implement common framework, security system and centralized space database) from 1 January 2016 to 31 December 2018. RAG encouraged Member States and Sector Members to give their comments on Phase 3 and invited BR to report on the progress made to the next meetings of the RAG.

Agenda item No.	Subject	Conclusions
5.2	ITU-R Strategic Plan <i>(Docs. RAG12-1/9, 4)</i>	RAG concluded that, in spite of the low level of participation in the CG so far, the work of the CG should continue, and the RAG encourages membership to contribute. RAG also concluded that a face-to-face meeting of RAG participants (without interpretation) should be held in conjunction with the next session of the RAG in 2013 to discuss issues related to the ITU-R Strategic Plan. The discussions on ITU-R Strategic Plan and that of the Operational Plan are to be held together.
5.3	Electronic Document Handling <i>(Docs. RAG12-1/6, 8, 11)</i>	<p>RAG noted the suggestions in Doc. RAG12-1/11 and the activities being carried out by the ITU secretariat to redesign the ITU website and advised the Director to act in such manner that improvements be made to the ITU-R webpages, and its structure, so as to simplify access to information such as circular-letters, meeting and services documents, aiming at providing a user-friendly interface.</p> <p>RAG noted the suggestions for improvements to electronic working methods, which should be taken into account. RAG concluded that it is desirable to improve access to the ITU-R texts, allowing them to be sorted and searched by frequency band, and type of service, for example, and that further consideration of developing a keyword approach to facilitate this could be undertaken in the EDH Correspondence Group.</p> <p>RAG endorsed the proposals in Doc. RAG12-1/8 concerning the circulation of information by the BR, as follows: i) ask to all categories of recipients of documents in paper-form to submit a corresponding request to BR indicating, if they so wish, that they be informed when circular letters, Recommendations, Questions and documents of interest to them are posted on the ITU-R website; ii) only send documents in paper form on the basis of the request forms received; and iii) ensure that documents can be accessed on the website, including draft texts for adoption and approval. RAG also noted that the application of these measures should be considered by the Director in the light of the provisions of Annex 2 of Decision 5 (Guadalajara, 2010).</p>
5.4	Establishment of new groups <i>(Docs. RAG12-1/1, 3, 12)</i>	<p>The following Correspondence Groups were setup as instructed by RA-12:</p> <ul style="list-style-type: none"> <li>i) CG RecFormat to establish guidelines for the format(s) of ITU-R Recommendations (see Annex 1).</li> <li>ii) CG Res1Structure to prepare a draft revision of Resolution ITU-R 1-6 including its structure (see Annex 2).</li> <li>iii) CG Res6Revision to prepare a draft revision of Resolution ITU-R 6, taking into account any changes to ITU-T Resolution 18 (see Annex 3). RAG invited the Director to inform the forthcoming meeting of TSAG of this conclusion and encourage participation of ITU-T members accordingly. Concerning the format of ITU-R Recommendations, RAG noted the need for the new CG to consider the different views where the objectives to address flexibility and harmonization in the text is compared with the reasons, rationale and justification for the adoption of a given format.</li> </ul>

Agenda item No.	Subject	Conclusions
6	Results of RA-12 and WRC-12  <i>(Doc. RAG12-1/1(§ 3))</i>	RAG advised the Director to consider the publication of the main results of WRC-12 in a circular-letter for the benefit of the membership who could not attend the Conference, in keeping with previous practice.
7	Conformance and interoperability  <i>(Docs. RAG12-1/1(Add.1), 2, 10)</i>	RAG considered contributions relating to Conformance Assessment and Interoperability Testing. It was noted that not all ITU-R Recommendations are standards which are normally used for conformance assessment or interoperability testing. However, there are some Recommendations of ITU-R for which such assessment or testing could be applicable. It was therefore advised that study groups review such ITU-R Recommendations taking into account the outcome of the Council discussion on the matter and report to the RAG in 2013. Moreover, RAG advises the Director to follow the progress of activities in Council, ITU-D and ITU-T. Statements from some administrations on this item can be found at <a href="http://www.itu.int/md/R12-RAG-SP/en">http://www.itu.int/md/R12-RAG-SP/en</a> . <sup>1</sup>
8	WRC-15 preparation  <i>(Doc. RAG12-1/1(§ 5))</i>	RAG noted the activities in ITU-R for the preparation of the next WRC and considered the reduction of its duration. RAG noted that, while decision on the duration of WRC is a matter within the remit of the Council, nevertheless felt that any reduction in the duration would not necessarily result in cost savings for ITU and would impose busier and longer working hours for the delegates.
10	Information and assistance to membership  <i>(Doc. RAG12-1/1(§ 7))</i>	RAG noted and endorsed the actions being carried out by the Director with relation to information and assistance given to administrations; RAG advised the Director to pursue to hold regional radiocommunication seminars, following WRS-12 in December 2012, given the importance to train new representatives from administrations on the application of the Radio Regulations, particularly taking into account the updates resulting from WRC-12 decisions.
11	Date of next meeting	RAG noted the proposal to hold its 20th session on 22-24 May 2013 with an additional day (without interpretation) on 21 May 2013 to consider issues related to the ITU-R Strategic and Operational Plans.

<sup>1</sup> Note by the Chairman: This URL is meant to provide a forum for Members to provide statements on their views relating to the subject, after the RAG 2012 meeting.

## ANNEX 1

### **Terms of reference of the Correspondence Group on the format(s) of ITU-R Recommendations**

The terms of reference of this Correspondence Group are:

- to examine the formats<sup>2</sup> used by several Study Groups for developing ITU-R Recommendations;
- to identify deficiencies and shortcomings of these formats when used for complex cases;
- to liaise with the Correspondence Group that RAG may create to review the restructuring of Resolution ITU-R 1-6 as indicated in Document PLEN/110.

The Correspondence Group will report its findings to RAG. RAG will report the final results through the Director to the Radiocommunication Assembly.

The Chairman of the Correspondence Group is Mr Albert Nalbandian (Armenia).

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<sup>2</sup> Formats commonly used by several Study Groups and as contained in Administrative Circular CA/13, dated 23 February 1995.

## ANNEX 2

### **Terms of reference of the Correspondence Group on the revision of the structure Resolution ITU-R 1-6**

The terms of reference of this Correspondence Group are:

- in accordance with § 1.7 of Resolution ITU-R 1-6 and Resolution ITU-R 52, prepare a draft revision of Resolution ITU-R 1-6 for consideration by the RAG and subsequent submission to the Radiocommunication Assembly 2015, taking into account the structure provided in Attachment 2 of Document [RA12/PLEN/16](#).
- consider the use of the modal verbs “shall” and “must” and the inclusion of a flowchart describing the adoption and approval process of ITU-R Recommendations (see Document [RA12/PLEN/31](#)).

The Chairman of the Correspondence Group is Mr Robin Haines (USA).

## ANNEX 3

### **Terms of reference of the Correspondence Group on the revision of Resolution ITU-R 6-1**

The terms of reference of this Correspondence Group are:

- taking into account § 1.7 of Resolution ITU-R 1 and Resolution ITU-R 52, propose draft revisions to Resolution ITU-R 6-1, for consideration by the RAG and subsequent submission to the Radiocommunication Assembly 2015 considering actions undertaken by TSAG and the WTSA to modify Resolution ITU-T 18.

The Chairman of the Correspondence Group is Mr Paolo Zaccarian (Italy).

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