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| **Radiocommunication Bureau (BR)** |
| Administrative Circular**CA/242** | 28 August 2018 |
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| **To Administrations of Member States of the ITU and Radiocommunication Sector Members** |
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| Subject: | **2nd ITU Inter-regional Workshop on WRC-19 Preparation****Geneva, 20 to 22 November 2018** |
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By means of this Administrative Circular, the ITU Radiocommunication Bureau has the pleasure to invite your Administration or organization to attend the 2nd ITU Inter-regional Workshop on WRC‑19 Preparation, which is organized in response to Resolution **72 (Rev.WRC-07)**.

The Workshop will be chaired by Mr. Khalid Al Awadhi, Chairman of the 2019 Conference Preparatory Meeting (CPM-19). It will be held in the ITU Headquarters in Geneva, from 20 to 22 November 2018. The opening session will take place at 0930 hours on 20 November 2018.

The results of the ITU-R studies included in the Draft CPM Report to WRC-19 will be presented to the Workshop, as well as the status of regional preparations for CPM19-2, RA-19 and WRC-19.

This Workshop will provide participants with the opportunity to gain a better understanding of the possible solutions identified to satisfy the WRC‑19 agenda items and issues. It will also facilitate the exchange of information the draft common views, positions and/or proposals of the concerned entities.

To meet these objectives, input documents in English are invited, in particular from the regional groups. They may be submitted by electronic mail to the BR Secretariat (brmail@itu.int), **not later than 12 November 2018**. They will be uploaded on the website of the event for reference during the discussions.

A preliminary programme for this meeting is proposed in the **Annex**. It will be available on the event web page at [www.itu.int/go/ITU-R/wrc-19-irwsp-18](http://www.itu.int/go/ITU-R/wrc-19-irwsp-18) and will be updated as new or modified information becomes available.

Please note that the meeting will be conducted in a “paperless” environment, i.e. all of the documents for the meeting will be available on the above-mentioned website.

**Interpretation**

The meeting will be held with interpretation in the six official languages.

**Remote participation**

In order to follow the proceedings of the Workshop remotely, a live audio and video webcast of the Workshop sessions will be provided in the six official languages (see [event web page](http://www.itu.int/go/ITU-R/wrc-19-irwsp-18)). Archives will also be made available after the Workshop. Participants do not need to register for the Workshop to use the webcast facility, however, an ITU [TIES account](http://www.itu.int/TIES) is required to access the webcast.

**Participation/Visa requirements/Accommodation**

Advance registration for ITU-R events is mandatory and carried out exclusively online through Designated Focal Points (DFPs). Each ITU-R Member has been requested to designate a DFP responsible for the handling of all registration formalities, including visa support requests that should also be submitted by the DFP during the on-line registration process. Individuals wishing to be registered for an ITU-R event should directly contact the DFP for their entity. The list of ITU-R DFPs (TIES protected) as well as detailed information on event registration, visa support requirements, hotel accommodation, etc. can be found at:

[www.itu.int/en/ITU-R/information/events](http://www.itu.int/en/ITU-R/information/events)

For further information regarding the 2nd ITU Inter-regional Workshop on WRC-19 Preparation, contact Mr. Philippe Aubineau, Counsellor for the CPM, Radiocommunication Bureau (e‑mail: philippe.aubineau@itu.int).

François Rancy
Director

**Annex:** 1

**Distribution:**

− Administrations of Member States of ITU

− Radiocommunication Sector Members

− Chairmen and Vice-Chairmen of Radiocommunication Study Groups

− 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

2nd ITU Inter-regional Workshop on WRC-19 Preparation

**Preliminary Programme**1

**(Geneva, 20 to 22 November 2018)**

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| Day 1 Tuesday, 20 November 2018  | Day 2 Wednesday, 21 November 2018  | Day 3 Thursday, 22 November 2018  |
| **0930 – 1030 hours, Opening Session**Opening addresses and overview of the preparation for CPM19-2, RA‑19 and WRC‑19 by the regional groups and the BR | **0900 – 1015 hours, Session 4**Draft CPM Report **Chapter 1** *(Continued)* 2 | **0900 – 1015 hours, Session 8**Draft CPM Report **Chapter 3**, i.e.WRC-19 agenda items 1.4, 1.5, 1.6, 7 issues & 9.1 issues 9.1.2, 9.1.3 & 9.1.9 on **BSS, ESIM, QV-bands, Satellite regulatory issues** 2 |
| 1030 – 1100 hours, Break | 1015 – 1045 hours, Break | 1015 – 1045 hours, Break |
| **1100 – 1230 hours, Session 1**Draft CPM Report **Chapter 2**, i.e.WRC-19 agenda items 1.13, 1.16 & 9.1 issues 9.1.1, 9.1.5 & 9.1.8, on topics related to **IMT, RLAN, MTC** 2 | **1045 – 1200 hours, Session 5**Draft CPM Report **Chapter 5**, i.e.WRC-19 agenda items 1.1, 1.8, 1.9.1, 1.9.2, 1.10 & 9.1 issue 9.1.4 on **Maritime, Aeronautical & Amateur** **issues** 2 | **1045 – 1200 hours, Session 9**Draft CPM Report **Chapter 3** *(Continued)* 2 |
| 1230 – 1400 hours, Lunch Break | 1200 – 1400 hours, Lunch Break | 1200 – 1400 hours, Lunch Break |
| **1400 – 1515 hours, Session 2**Draft CPM Report **Chapter 2** *(Continued)* 2 | **1400 – 1515 hours, Session 6**Draft CPM Report **Chapter 5** *(Continued)* 2 | **1400 – 1515 hours, Session 10**Draft CPM Report **Chapter 6**, i.e.WRC-19 agenda items 2, 4 & 9.1 issue 9.1.6 & 9.1.7, 10 on **Res. 27 & 28, Res. 95, WPT-EV, Unauthorized ES, Res. 810** 2 |
| 1515 – 1545 hours, Break | 1515 –1545 hours, Break | 1515 –1545 hours, Break |
| **1545 – 1700 hours, Session 3**Draft CPM Report **Chapter 1**, i.e.WRC-19 agenda items 1.11, 1.12, 1.14 and 1.15, on topics related to **RSTT, ITS, HAPS, bands above 250 GHz** 2 | **1545 – 1700 hours, Session 7**Draft CPM Report **Chapter 4**, i.e. WRC-19 agenda items 1.2, 1.3 and 1.7 on **Sciences issues** 2 | **1545 – 1630 hours, Closing session****Concluding and outlook sessionClosing remarks** |
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| 1 The timing and scope of the sessions are indicative at this stage and will be confirmed later on the [event web page](http://www.itu.int/go/ITU-R/wrc-19-irwsp-18).2 Results of the ITU-R studies included in the Draft CPM Report with the possible solutions identified to satisfy the WRC-19 agenda items and issues, and information on the draft common views, positions and/or proposals from the regional groups (African Group/ATU, APT‑APG, Arab Group/ASMG, CITEL‑PCC.II, RCC, CEPT-CPG), other organizations (e.g. ICAO, IMO, WMO, etc.) or other entities, as appropriate. |

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