



Radiocommunication Bureau
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Administrative Circular
CACE/442

16 January 2008

**To Administrations of Member States of the ITU and
Radiocommunication Sector Members participating in the
work of the Radiocommunication Study Groups and the Special
Committee on Regulatory/Procedural Matters**

Subject: Meeting of Radiocommunication Study Group 4 (Satellite services),
Geneva, 17-18 April 2008

1 Introduction

Radiocommunication Study Group 4 “Satellite services” was established by the Radiocommunication Assembly 2007 (15-19 October 2007) in [Resolution ITU-R 4-5](#). The Study Group will henceforth address the studies undertaken by the former Study Group 4, parts of the former Study Group 6 dealing with the broadcasting-satellite service and parts of the former Study Group 8 dealing with the mobile-satellite service and radiodetermination-satellite service. The interim structure of Study Group 4 is shown in Annex 1.

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 4 will take place in Geneva from 17 to 18 April 2008, following the meetings of Working Parties 4A, 4B and 4C (see Circular Letter 4/LCCE/95).

The Study Group meeting will be held in the ITU Headquarters, Geneva. Services directly connected with meeting activities, such as delegate registration, document distribution, etc. will be located in the vicinity of the meeting room. The opening session will take place at 09:30 hours and registration of delegates will start at 08:30 hours, **in the Montbrillant building only (all delegates should enter the building exclusively through this entrance)**, on the opening day.

2 Programme of the meeting

The draft agenda for the meeting of Study Group 4 is contained in Annex 2. Contributions from participants will be processed in accordance with Resolution ITU-R 1-5.

The Questions assigned to Study Group 4 may be found on:

<http://www.itu.int/ITU-R/go/que-rsg4/en>

2.1 Adoption of draft Recommendations at the Study Group meeting (§ 10.2.2 of Resolution ITU-R 1-5)

In conformity with §10.2.2.2 of Resolution ITU-R 1-5, the title and the summary of the draft revised Recommendation proposed by the former Working Party 4-9S for adoption at a meeting of the former Joint Study Group 4/9 are given in Annex 3. Study Group 5 will be considering this draft revised Recommendation at its meeting in February 2008 and will liaise the results of its consideration to this Study Group 4 meeting for its possible adoption.

2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ 10.2.3 of Resolution ITU-R 1-5)

The procedure described in § 10.2.3 of Resolution ITU-R 1-5 concerns draft new or revised Recommendations which are not specifically included in the agenda of a Study Group meeting.

In accordance with this procedure, draft new and revised Recommendations prepared during the meetings of Working Parties 4A, 4B and 4C held prior to the Study Group meeting will be submitted to the Study Group. After due consideration, the Study Group may decide to seek adoption of these draft Recommendations by correspondence. In such cases, the Study Group may also decide to apply the procedure for simultaneous adoption and approval (PSAA) of a draft Recommendation as described in § 10.3 of Resolution ITU-R 1-5 (see also § 2.3 below).

In accordance with § 2.25 of Resolution ITU-R 1-5, Annex 4 to this Circular contains a list of topics to be addressed at the meetings of the Working Parties held prior to the Study Group meeting, and for which draft Recommendations may be developed.

2.3 Decision on approval procedure

At the meeting, the Study Group shall decide on the eventual procedure to be followed for seeking approval for each draft Recommendation in accordance with § 10.4.3 of Resolution ITU-R 1-5. Approval may be sought by submitting the draft Recommendation to the next Radiocommunication Assembly, or by consultation of the Member States; alternatively, the Study Group may decide to use the PSAA procedure described in § 10.3 of Resolution ITU-R 1-5.

3 Visa requirements

We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. The visa must be requested and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or company you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa.

Visa requests should be made via an official covering letter from the administration or company you represent. This letter must specify your name and function, date of birth, passport number as well as the date of issuance and expiration. The letter must be accompanied by a photocopy of your passport and completed registration form and must be sent by fax to the ITU-R Document and Meetings Unit, Office V.434, Attention: Mrs. L. Kocher. The fax number is +41 22 730 6600. Please note that the Union needs at least one week to process all papers required for the delivery of a visa.

4 Participation

Based on the registration of participants received one month prior to the meeting, appropriate interpretation facilities will be provided.

In order to make the necessary arrangements, it is requested that the intended participation of your representative(s) be advised not later than one month before the opening of the meeting, by means of the annexed form (Annex 5) (to be photocopied as required). For hotel accommodation see: <http://www.itu.int/travel/>.

Valery Timofeev
Director, Radiocommunication Bureau

Annexes: 5

Distribution:

- Administrations of Member States and Radiocommunication Sector Members
- ITU-R Associates participating in the work of Radiocommunication Study Group 4
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- 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

Annex 1

Interim structure for Study Group 4 (Satellite services)

Working Party	Interim Chairman
WP 4A (FSS and BSS frequency, orbit usage and sharing issues)	Mr. J. Wengryniuk
WP 4B (performance related issues for FSS, BSS and MSS)	Mr. D. Weinreich
WP 4C (mobile-satellite services and radiodetermination-satellite service)	Mr. C. Hofer (Former Chairman, Working Party 8D)

Annex 2

Draft agenda for the meeting of Radiocommunication Study Group 4

(Geneva, 17-18 April 2008, at 9:30 hours)

(Room B)

- 1** Opening remarks
- 1.1** Director BR
- 1.2** Chairman
- 2** Approval of the agenda
- 3** Appointment of the Rapporteur
- 4** Chairman's Report / Summary record (Documents [4/104](#) and [4/105](#))
- 5** Result of CPM11-1
- 6** Report on the meeting of RAG-08
- 7** Executive Reports from Working Party Chairmen
- 7.1** WP 4A
- 7.2** WP 4B
- 7.3** WP 4C
- 8** Consideration of new and revised Recommendations
- 8.1** Recommendations where notice of intention to seek adoption was given
(see Resolution ITU-R 1-5, § 10.2.2 and § 10.4)
 - Decision to adopt the text by Study Group
 - Decision on the approval procedure to be followed
- 8.2** Recommendations where notice of intention to seek adoption was not given
(see Resolution ITU-R 1-5, § 10.2.3, § 10.3 and § 10.4)
 - Decision to seek adoption
 - Decision on eventual approval procedure to be followed
- 8.2.1** WP 4A
- 8.2.2** WP 4B
- 8.2.3** WP 4C
- 9** Consideration of Questions
- 10** Structure of Working Parties
- 11** Appointment of Chairmen of Working Parties

- 12** Status of Questions, Recommendations, Reports, Handbooks, Opinions and Resolutions
- 12.1** Assignment of Questions to the Working Parties
- 12.2** Assignment of Recommendations, Reports, Handbooks, Opinions and Resolutions to the Working Parties
- 13** Organization of the Editorial Group
- 14** Liaison with other Study Groups and international organizations
- 15** Consideration of future work programme and schedule of meetings
- 16** Any other business

V. RAWAT
Chairman, Radiocommunication Study Group 4

Annex 3

Title and summary of the draft revised Recommendation for consideration at the Study Group 4 meeting*

Draft revision of Recommendation ITU-R SF.1649

Doc. 4/107-9/168

Guidance for determination of interference from earth stations on vessels (ESVs) to stations in the fixed service when the ESV is within the minimum distance

Summary for the draft revision

Guidance for determination of interference from earth stations on vessels (ESVs) to stations in the fixed service when the ESV is within the minimum distance

This Recommendation provides guidance to administrations for the determination of the interference potential of earth stations on board vessels (ESVs) to stations in the fixed service.

This revision provides editorial corrections to Annexes 1 and 2. It revises Annex 3 to align the notation with that of Annexes 1 and 2, and it provides several alternatives to the procedure as previously described. It provides a new Annex 4, which contains material that may be considered by administrations in bilateral and multilateral discussion when authorizing antennas smaller than 1.2 m in the 14.0-14.5 GHz band to insure that these smaller antennas are in compliance with the requirements of Resolution 902 (WRC-03) and Recommendation 37 (WRC-03).

* This Recommendation is to be adopted by both Study Groups 4 and 5 (see § 2.1 of this Administrative Circular).

Annex 4

Topics to be addressed at meetings of Working Parties 4A, 4B and 4C held prior to the meeting of Study Group 4 and for which draft Recommendations may be developed

Working Party 4B

- Availability objectives for hypothetical reference digital paths in the fixed-satellite service (PDNR ITU-R S.[Availability] in [Annex 10 to Document 4B/135](#)).
- Performance enhancements of transmission control protocol over satellite networks (PDNR ITU-R S.1711 in [Annex 3 to Document 4B/112](#)).
- System performance objective and methodology for evaluating performance of non-GSO MSS TDMA systems in the 1 613.8 to 1 626.5 MHz band (PDNR ITU-R M.[PERFORMANCE] in [Annex 6 to Document 8D/519](#)).

Working Party 4C

- Characteristics and protection criteria of receiving earth stations and transmitting space stations of the radionavigation-satellite service operating in the band 5 010-5 030 MHz (PDNR ITU-R M.[S-E RX+TX] in [Annex 2 to Document 8D/519](#)).
- Characteristics, performance requirements and protection criteria for receiving stations of the radionavigation-satellite service (space-to-space) operating in the frequency bands 1 164-1 215 MHz, 1 215-1 300 MHz and 1 559-1 610 MHz (PDNR ITU-R M.[1479_NEW] in [Annex 3 to Document 8D/519](#)).
- Characteristics and protection criteria for transmitting earth stations and receiving space stations in the radionavigation-satellite service (Earth-to-space) operating in the band 5 000-5 010 MHz (PDNR ITU-R M.[E-S TX+RX] in [Annex 4 to Document 8D/519](#)).
- Description of RNSS systems and networks and technical characteristics of transmitting space stations in RNSS systems and networks (space-to-Earth and space-to-space) operating in the bands 1 164-1 215 MHz, 1 215-1 300 MHz and 1 559-1 610 MHz (PDNR ITU-R M.[1317_NEW] in [Annex 5 to Document 8D/519](#)).
- Use of systems in the mobile-satellite service for early warning and relief operations in the event of disasters and similar emergencies (PDNR ITU-R M.[MOBDIS] in [Annex 7 to Document 8D/519](#)).

- Characteristics and protection criteria for receiving earth stations in the radionavigation-satellite service (space-to-Earth) and receivers in the aeronautical radionavigation service operating in the band 1 559-1 610 MHz (PDNR ITU-R M.[1477_NEW] in [Annex 8 to Document 8D/519](#)).
- Guidance on the organization, application and terminology for ITU-R Recommendations providing technical characteristics and protection criteria for radionavigation-satellite service systems (PDNR ITU-R M.[RNSS_ORG] in [Annex 9 to Document 8D/519](#)).
- Characteristics and protection criteria for receiving earth stations in the radionavigation-satellite service (space-to-Earth) operating in the band 1 164-1 215 MHz (PDNR ITU-R M.[CHAR-RX3] in [Annex 10 to Document 8D/519](#)).
- Characteristics and protection criteria for receiving earth stations of in the radionavigation-satellite service (space-to-Earth) operating in the band 1 215-1 300 MHz (PDNR ITU-R M.[1088_NEW] in [Annex 11 to Document 8D/519](#)).

Annex 5 (English only)

ITU-R Block Meetings
Geneva, 26 March – 18 April 2008



REGISTRATION FORM

WP 4C 26/3-4/4	WP 7A 31/3-4/4	WP 7B 31/3-4/4	WP 7C 31/3-4/4	WP 7D 31/3-4/4	WP 4B 2-9/4	WP 4A 7-16/4	SG 4 17-18/4

Mr. Mrs. Ms. Miss:

.....
(family name)

.....
(first name)

Accompanied by family member(s):

.....
(family name)

.....
(first name)

1. REPRESENTATION

Name of Member State:

Head of Delegation

Deputy

Delegate

(to be completed by representatives of Member States only)

Name of Sector Member:

Recognized Operating Agencies

Regional Telecommunication Organizations

Scientific or Industrial Organizations

Intergovernmental Organizations operating Satellite Systems

UN, Specialized Agencies and the IAEA

Other Entities dealing with Telecommunication matters

Regional and other International Organizations

Associates

2. OFFICIAL ADDRESS

Name of the Company:

Street Address:

City/State/Code/Country:

Business tel.:

Fax:

E-mail:

In case of emergency:

3. DOCUMENTS

I wish to receive paper copies during the meeting:

Yes

No

Language required:

English

French

Spanish

Arabic

Chinese

Russian

(Upon request, contributions are available at the Document Distribution Desk)

Date:

Signature:

For BR Secretariat use only

Approved (if applicable)

Personal Section

Meeting Section

Pigeonhole

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